

Graduate Program Recruitment Funding Request

Purpose

The Graduate Studies Office will fund activities geared *directly toward recruitment of graduate students*. These funding requests will fall into two categories:

- 1) Each existing program/option will be allocated \$1,000 that can be spent as the program director sees fit so long as the activity is aimed at recruitment of graduate students. Requests must be submitted on this form and approved by the Graduate Dean. Requests must be submitted by April 1st to be considered for the current budget year.
- 2) Special recruitment funding requests can be made at any time and will be considered as funding allows.

Application

Requests must originate from the director of the graduate program.

Program Requesting Funds: _____

Individual Requesting Funds: _____
Phone: _____ Email: _____

Purpose of Funds and Description of Expenses:

Amount Requested: _____ Source: ____ Department allocation ____ Special Allocation

Signature Date

Please sign and forward this form to the Graduate Studies Office

Approval

Request: _____ Denied
_____ Approved for \$ _____ Program Allocation Remaining: \$ _____
Source of Funds: _____ Program Allocation
_____ Special Allocation

Graduate Dean Date