

Applied Learning Fund Application Form

Name:

Address:

Phone:

Email:

Major:

Organization:

Please check one:

Please check one:

Conference/Event Name:

Event Location:

Office Held:

Departure Date:

Return Date:

Conference Website:

Name of your presentation (if applicable):

Amount

Other Sources of funding (if applicable):

\$

\$

Other students or faculty traveling with you:

Dates of travel

Budgeted Expenses						Total
Cost of hotel* Total in room:	\$	\$	\$	\$	\$	\$
Gas** Total in car:	\$	\$	\$	\$	\$	\$
Parking	\$	\$	\$	\$	\$	\$
Airline/train	\$	\$	\$	\$	\$	\$
Registration Fee	\$	\$	\$	\$	\$	\$
Other (give description below)	\$	\$	\$	\$	\$	\$
Total amount of request						\$

Other***

Hotel: Indicate your individual amount. If your hotel is \$150 including tax and you are sharing with 2 other people, check 3 and put down \$50 for each night. **Gas: Same as hotel. *Other (cab, subway, bus, etc): indicate the expense item in the space provided.*

Signature of Student

Signature of Chairperson/Advisor

Remember to fill out the second page!

Name:

If presenting or performing, give a brief abstract of your presentation or overview of your performance. If you are presenting a paper, please attach a copy of the call for papers as well as the acceptance letter for the presentation.

How will participating in this event help you as a student and in your field?

Please provide any additional details needed for the selection committee to understand this event and/or your financial request.

Name:

Student Excellence application check list

I have included the following to make my application complete:

Application form

Faculty support letter

Department Chair/Advisor signature

Budget of expenses

Call for paper and acceptance of paper (if applicable)

Submit electronically to: provost@missouriwestern.edu