Individual Travel Award Application

Section 1: Personal Information (Please fill details in Capitals and blue or black ink only)

1. Student Name: First name ___________________________ Last Name ___________________________

2. Email: ___________________________________________ Expected Graduation date (MM/YYYY)___________

3. Phone: ___________________________________________ Type: (Mobile, home, etc): __________________

Section 2: Academic Information

1. Title of your degree program (BISE, MISE, MSE, MSIE, PhD)________________________________________

2. If you are traveling on behalf of a student group provide group name: ________________________________

3. For Graduate students only: Faculty advisor name ________________________________________________

4. For Graduate students only: Have you asked your faculty advisor to fund you: ________________________

Section 3: Request Amount and details

1. Title of the conference/Event_______________________________________________________________

2. Amount requested__________________________________________________________

3. Projected expenses (Registration fee, flight, hotel, incidentals, car rental, food, etc)_______________________

Section 4: Information needed:

1. Please describe how traveling will be beneficial to your education, research and/or personal growth.
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
Undergraduates email this form to: ieadvise@uw.edu
Graduates email this form to: isemengr@uw.edu

The committee will make a determination within 30 days of submission. Please submit a request at least 30 days prior to your conference. If you need a decision sooner, please contact kellyn@uw.edu asap and she will notify the committee members.