

## STUDENT TRAVEL AWARD APPLICATION

July 1, 2023 - June 30, 2024

The college sets aside a limited number of travel awards to offer financial support for students who travel for development experiences for their academic major or related professional organization.

- Awards to a maximum of \$300 per student may be awarded. Allocations may be limited to no more than 3 students per department during the academic year and is dependent on need and availability of funds.
- **Apply as soon as possible**. Applications are due 30 days before the travel or event begins.
- Applicant must be a full-time student with a minimum 3.0 grade point average and majoring in a program housed within the college.
  - Africana Studies
  - American Indian Studies
  - Chicana/o/x Studies
  - Communication Studies
  - Economics
  - English & Philosophy
  - Fine & Performing Arts
  - Gender, Women's & Sexuality Studies
  - History, Anthropology, Modern Languages & Literatures
  - Military Science
  - Political Science & Public Policy
  - Sociology & Justice Studies
- Students presenting or performing for their travel will be given funding priority.
- Applicant's major department must be willing to provide partial funding (50% recommended).
- Applications need advisor and department chair approval.
- **Completed applications are submitted to the Office of the Dean, 343 Patterson Hall, or via email to Bekah Bray (rbray2@ewu.edu). Incomplete applications will not be processed and will be returned to the department.**

The student, the student's advisor, department travel coordinator, and the department chair will be notified by email of the application decision. Dean's student travel award decisions are final. Students will coordinate travel through the department travel coordinator in accordance with the department process.

## STUDENT TRAVEL AWARD APPLICATION

July 1, 2023 - June 30, 2024

Student Name:	
Date of Application:	Student's ID #:
EWU Email address:	Telephone:
Program:	Major:
Department:	Cumulative GPA:
Event Title	Dates of Travel (Departure and Return)
Employment Status ( <i>Check one</i> ): <input type="checkbox"/> Work-study employee <input type="checkbox"/> Hourly employee <input type="checkbox"/> Graduate Service Appointment (GSA) <input type="checkbox"/> Other employee <input type="checkbox"/> NOT an EWU employee	Year of Study ( <i>Check one</i> ): <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate
<p><b>PLEASE ATTACH A SUMMARY OF THE PURPOSE OF TRAVEL</b></p> <ul style="list-style-type: none"> <li>- Include dates and location of travel</li> <li>- Include your role, the relevance to your field of study, and the significance of the travel.</li> <li>- Include informational documents such as conference information, agenda from the conference etc.</li> </ul>	
<p><b>PLEASE ATTACH A DETAILED BUDGET</b></p> <ul style="list-style-type: none"> <li>- Include an estimated cost of the total travel such as: Hotel, Transportation, Registration fee, Meals, and Other expenses</li> <li>- List how much, if any, has already been committed by you and for what</li> <li>- List other sources of funding you are pursuing, to include where and how much</li> <li>- List if you have received previous support from the College of Arts, Letters &amp; Education. Include dates and amount</li> </ul>	
<p><b>Student Signature/Date:</b></p>	

**Student's Name:**

**Please fill in the amount of funding you are pursuing  
from the Program, Department and College**

**PROGRAM LEVEL**

**Amount of Funding Requested  
from the Program:**

Amount of Program Funding  
Committed and Index Number:

Advisor's Name and Date:

Advisors Signature:

Advisor Comments:

**DEPARTMENT LEVEL**

**Amount of Funding Requested  
from the Department:**

Amount of Department Funding  
Committed and Index Number:

Department Chair Approval  
Name & Date:

Department Signature:

Department Chair Comments:

**COLLEGE LEVEL**

**Amount of Funding Requested  
from the Dean:**

*(If no amount is listed, a minimum of  
\$100 will be considered)*

Amount of College Funding  
Committed:

Dean Approval Name & Date:

Dean Signature:

Dean Comments:

## SUMMARY OF THE PURPOSE OF TRAVEL

Date of Departure:	Date of Return:
Travel From:	Travel To:
Purpose of Trip:	
Role/Relevance to your Field of study/ Significance of the travel:	

**(Attach any informational documents such as conference information, agenda from conference, etc.)**

## DETAILED BUDGET

Hotel	
Transportation	
Registration Fee	
Meals	
Other Expenses:	
Total:	

Amount committed by you and for what:	
Other sources of funding you are pursuing: (Include where and how much) i.e. Provost, etc.	
Previous support from the College of arts, Letters & Education: (Dates, amounts, and event)	