



Student Travel Funding Request

Date Submitted: _____ (*Request must be submitted BEFORE the trip.*)

Traveler: _____ Department: _____

Address: _____ City, State, Zip: _____

E-mail/username: _____ UMID: _____

Expected Graduation Date (mm/dd/yyyy): _____

Type of Participation (e.g., paper title and conference). **Please attach copy of program or letter of invitation.**

Dates of Travel: Departure _____ Return _____

Have you received conference travel funding from CAS before: Yes _____ No _____

If "yes," in what year(s): _____

Students may apply for one CAS Student Travel Grant per year. Applications are reviewed on a rolling basis and must be submitted in advance of the conference. Students will be notified by email; awards will be paid via student accounts. Grants are contingent on the availability of funding.

To extend CAS funding, we ask that you apply to other U-M units (International Institute, Rackham, your department, etc.) for the maximum travel award(s) for which you are eligible. **When submitting this application, please attach copies of your requests to other U-M funding sources.**

Your institutional affiliation on the conference program should be the "University of Michigan."

Anticipated Expenses:

Airfare: \$ _____ (*Use advance purchase, Saturday stayover when possible and less expensive.*)

Ground Transportation: \$ _____

Registration: \$ _____

Hotel: _____ days @ \$ _____ = \$ _____ (*Receipt MUST be original hotel bill.*)

Meals: \$ _____ [Must refer to published GSA per diem rates for domestic travel (www.gsa.gov). Departments and units are not permitted to reimburse at rates higher than federal per diems for meals on travel status. The per diem rate for the first day and last day of travel is 75% of the total daily per diem rate for the travel city.]

Total Request: \$ _____

Please return this funding request form, a copy of the conference program/invitation, and documentation about other funding requests to:

Center for Armenian Studies
500 Church Street, Suite 500
Ann Arbor, MI 48109-1042
Or by email: cas.fellowships@umich.edu