

BCS Graduate Student Supplemental Travel Request 2015-2016

Complete the application below to request travel funds. **Students should first discuss with their PI's funding support for travel.** Requests to the department should follow those discussions.

Department funding decisions will be based on the total amount requested, the nature of the travel, and academic standing. Return the completed form to Julianne Gale jugale@mit.edu (46-2005).

Last Name:	First Name:
Year:	Advisor:

Trip Details

Destination:	
Title of Event:	
Start:	End:
Type:	Are you presenting:
Description of event and why it will contribute to your research (100 – 200 words):	

Cost Estimation

Registration fees:	Meals:
Airfare, train, or bus:	Other (specify):
Hotel:	Total:

Request

Amount covered by Lab/PI funds:	\$	Amount requested from Department:	\$
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PI Statement

Please state why your lab is unable to provide funds for the student to travel.

PI Signature: _____