TRAVEL AWARD APPLICATION FOR ACES UNDERGRADUATE RESEARCHERS

Full Name (First, Middle, Surname): ____________________________________________

Preferred Phone #: __________________________ Email Address: _______________________

UIN: __________________________ Major Department: __________________________

GPA (Last 2 Semesters): _____________ Total Credit Hours Earned: _________________

Faculty Mentor’s Name and Department: _______________________________________

Project Title: ______________________________________________________________

Name, Location, and Dates of Conference: _____________________________________

TRAVEL AWARD REQUIRED INFORMATION

Be sure to include all of the following items in your application.

1. Provide detailed information about the place, time, and title of your conference presentation.

2. Include a copy of your acceptance letter (or an email message) from the conference organizer(s) and a copy of the conference program listing your talk or poster presentation. (A printout from the conference’s website will suffice.)

3. Be sure to attach a travel budget that itemizes all funds necessary to support your travel. The maximum travel award request is $800.

4. For the reimbursement process, you are required to submit original receipts attesting to the cost of items listed in your travel budget. All receipts should be submitted via aces-jshp@illinois.edu to the ACES James Scholar Honors Program as soon as you have returned from the conference so that the funds can be transferred into your student account as a travel scholarship.

SIGNATURES AND APPROVALS

Undergraduate Researcher: ________________________________ Date: ____________

Faculty Mentor: ________________________________ Date: ____________

ACES Honors Director: ________________________________ Date: ____________