

**Student Travel Support Application**

The Creighton Chapter of Phi Sigma provides up to $250 per student to support student travel to scientific research conferences.

**Application Timeline**: Applications will be considered on a rolling basis. Up to $500 total (approximately 2 students) will be supported per semester. Receipts for travel costs must accompany application, but the conference does not have to be completed prior to application.

**Requirements to receive funding from Phi Sigma:**

1. Student must be a Biology Major (student does NOT need to be Phi Sigma member)
2. Student must do research with a faculty member in the Biology Department
3. Student must be a presenter at the conference
4. Students must first apply for funding through the Creighton College of Arts and Sciences (max funding allowed is approx. $350-$400): <http://www.creighton.edu/fileadmin/user/CCAS/docs/2010_Site/undergraduate_travel_award_policy.pdf>
5. If students are in the Honors Program, they would next apply through the Honors Program for funding: <http://www.creighton.edu/ccas/honorsprogram/research/grants/>
6. If the student is a member of Phi Sigma, they would next apply to the national Phi Sigma office before application to the Creighton Phi Sigma Chapter (max funding allowed is $400, maximum number of awards allowed per year is 10% of the inducted class-approximately 3-4 students): <http://phisigmasociety.org/WebSiteNew/Programs.htm>

**Eligible Expenses:**

Airfare

Hotel fare

Meeting registration fees

Local transportation (taxi, bus, shuttle, etc.)

**Ineligible Expenses:**

Food and Drinks

Society membership fees



Name: Date:

Are you a member of the Honors Program? Y / N

Are you a member of Phi Sigma? Y / N

Faculty Mentor:

Conference Name, Location, and Dates:

Type of presentation (poster, oral presentation):

Itemized cost of conference (airfare, registration, housing, etc.):

|  |  |
| --- | --- |
| **Travel Expense** | **Cost** |
| Airfare |  |
| Hotel |  |
| Meeting registration |  |
| Local transportation (taxi, bus, etc.) |  |
| **Total Cost** |  |

Other sources of funding (source and amount):

|  |  |  |
| --- | --- | --- |
| **Source** | **Applied? Y/ N / Not applicable** | **If you applied, amount of award** |
| Creighton College of Arts and Sciences |  |  |
| Honors Program |  |  |
| National Phi Sigma Office |  |  |
| Other: |  |  |
| **Total Awarded** |  |  |

**Total amount requested from Phi Sigma:**

Receipts attached? Yes / No

(Reimbursement will not be considered without receipts)

Rationale/Comments:

Faculty Mentor Approval Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To be completed by the Phi Sigma Officers and/or Faculty Moderator:**

Priority ranking (1-low, 10-high):

Funded: Yes  / No Amount:

Date Approved: