

Graduate Student Conference Presentation Awards

Graduate Student Travel Awards

Definition and Policy

Conference presentation awards assist graduate students with travel fares and conference registration fees for conferences at which they will present papers, posters, performances or installations. Each student must be confirmed as a presenter before funds are requested, must be in a degree program and presenting work developed at the UW (not a prior institution); be enrolled in UW courses at the time of the conference (or enrolled in the spring and registered for autumn if conference is in the summer); not have received a Graduate School conference award in the prior year (July 1–June 30).

Funds may be used only for transportation (airfare, mileage, taxis, etc.) and conference registration fees; funds may not be used for hotels, food or other expenses. Individual awards are limited to one every other year.¹ Priority will be given to graduate students who do not have other funding for the conference; graduate students who have not previously received a Graduate School conference presentation award; and Graduate students in departments that have received fewer conference awards than other departments. Maximum award amounts are:

- \$300 for virtual conference registration fee
- \$300 for domestic travel and conference registration fee
- \$500 for international travel and conference registration fee

See <http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/graduate-student-conference-travel-awards/> for more information and deadlines for applications.

Procedures for Applying:

Travel requests must be submitted to the Department Administrator prior to the requested trip. Funding will not be awarded retroactively. Complete the “Graduate Student Conference Presentation Award Request Form”. Attach confirmation that you will present at the conference. (Note: If you are requesting Political Science funds, you will complete the Political Science “Travel Request Form”.

NOTE: Successful application for Graduate Student Conference Presentation Awards will not be considered one of your three approved travels from the Department. However, if you request dept funds to cover the difference between the Grad Student Conference Presentation funds and total cost of airfare, then it would be considered one of your three trips.