Department of Spanish and Portuguese

Application for travel grant

CONFERENCES TRAVEL

Date ____________________

Guidelines

1. M.A. students are not eligible for travel grants.

2. The Fellowships and Grants Committee will give preference to those Ph.D. students who have not received a travel grant in the preceding year.

3. The completed application must reach the Committee three weeks prior to the conference.

4. Dollar amounts and the number of times a student can apply for an award will vary depending upon the following:

   Students are limited to one grant per calendar year for conferences in any of the following states:
   a) Indiana: Amount of award, $100.00.
   b) Illinois, Kentucky, Ohio, or Michigan: Amount of award, $150.00.

   Applicants are limited to one grant every two years for conferences in any of the following:
   c) Rest of the States except Alaska and Hawaii: Amount of award, $300.00.
   d) Alaska, Hawaii, Puerto Rico, Mexico and Canada: Amount of award, $400.00.
   e) Other countries: Amount to be decided case by case.

   If a student is awarded a grant type c), d), or e), he or she will not be eligible that same year for a grant type a) or b). Awards are credited to the student’s Bursar account.

5. You may apply as soon as you have received written notification of your participation in a nationally-recognized professional conference in the field of Hispanic literatures or linguistics.

Supporting Materials

1. A brief evaluation of the conference paper, written by a professor in the department, as well as a copy of the paper in its final form. The professor should be a specialist in the primary field treated in the paper. He or she should receive a copy of the paper no later than two months before the date of the conference.

2. A copy of the letter from the conference organizers accepting the paper. When available, a copy of the conference program with the applicant’s name & paper highlighted.
Name of graduate student: ____________________________________________ 10-digit IU I.D. #: ___________

Mailing address: ____________________________________________________

______________________________________________________________

Degree program: _________ Citizenship _________ Expected completion date: _______________ G.P.A.: ______

1. Please list all previous awards received from Indiana University (fellowship, Rey/Donald Sisters/Rogers fellowship or travel grant, other awards). Please include amount and date:

__________________________________________________________________________________________

2. Provide the following information about the conference:

a. Name of conference: ______________________________________________

b. Location: _______________________________________________________

c. Registration fee: ___________ d. Dates: __________________________

e. Brief description of the nature of the conference (organizational affiliation, host institution, etc.) __________

__________________________________________________________________________________________

3. Provide the following information about your paper:

a. Title of your paper: ______________________________________________

__________________________________________________________________________________________

b. Title (or description) of the session for which your paper has been accepted:

__________________________________________________________________________________________

__________________________________________________________________________________________

Approval by the Director of Graduate Studies for submission to committee: ___________________________ Date ______

Denial by the Director of Graduate Studies for submission to committee: _____________________________ Date ______

Student Checklist:

☐ Completed Application Form
☐ Professor’s Evaluation
☐ Copy of conference letter of acceptance
☐ Final Draft of Conference Paper
☐ Conference program (if available)

Graduate Office Checklist:

☐ Completed Application Form
☐ Professor’s Evaluation
☐ Copy of conference letter of acceptance
☐ Final Draft of Conference Paper
☐ Conference program (if available)

Date Application Submitted: _______________ Date Application Completed: _______________