

**Application for GEFRAC Student Travel Award  
College of Pharmacy**

**APPLICATION GUIDELINES**

The College of Pharmacy provides travel stipends to graduate students who are presenting their research at scientific conferences, attending research training workshops, or traveling to another institution for research training that has immediate impact on their dissertation/thesis research. The funds are awarded and administered through the Graduate Education and Faculty Research Affairs Committee (GEFRAC).

Applications for travel awards are evaluated once a semester. Application deadlines are March 25<sup>th</sup> (Spring) and September 25<sup>th</sup> (Fall). Only domestic travels are supported. Travel award shall not exceed the total cost of the travel. Currently a student can request up to \$2,000 per calendar year. However, due to budget constraints and the application pool, travel award amount is subject to change.

GEFRAC strongly encourage student to work with their major research advisor to apply and secure alternative/supplemental funding. It is important to provide justifications of the planned travel and documentary evidence of abstract submission, acceptance, and the availability of alternative/supplemental funds.

**Directions:**

- 1. Complete the application form.**
- 2. Attach all supporting documents, including abstract, submission and/or acceptance confirmations, meeting program, and evidence of alternative/supplemental travel support, etc.**
- 3. For conference presentations, the applicant must be listed as an author or a presenter on the accepted abstract. Award will be contingent on the submission of all materials if acceptance confirmation is not available at the time of application.**
- 4. For research training, award will be contingent on the submission of evidence of training completion.**

Complete application (a single PDF file) should be emailed to:

Chairperson, GEFRAC  
C/O BSPCI Administrative Assistant [bpsci@isu.edu](mailto:bpsci@isu.edu)  
ISU College of Pharmacy

GEFRAC will review and inform the applicants its decision as soon as possible, preferably within one month of the application due dates.

**APPLICATION  
FOR GEFRAC STUDENT TRAVEL AWARD  
COLLEGE OF PHARMACY**

SUBMIT THIS FORM WITH ALL SUPPORTING DOCUMENTS  
Email: [bpsci@isu.edu](mailto:bpsci@isu.edu) Attn: Chairperson, GEFRAC

Name \_\_\_\_\_ Dept \_\_\_\_\_ Major Advisor \_\_\_\_\_

Academic Level \_\_\_\_\_ ISU Email \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

1. Conference/Meeting/Training Workshop Name \_\_\_\_\_
2. Meeting Website \_\_\_\_\_
3. Meeting Destination (city, state): \_\_\_\_\_ Travel Dates: \_\_\_\_\_
4. Justifications (describe impact and relevance to student's research development within 5 sentences)

5. Presentation format: \_\_\_\_\_ Poster \_\_\_\_\_ Podium Talk \_\_\_\_\_ Other (specify) \_\_\_\_\_

6. Are you listed as an author (Yes/No) \_\_\_\_\_ or a presenter (Yes/No)? \_\_\_\_\_

If Yes to either, Indicate status of your abstract submission.

\_\_\_\_\_ Not Submitted, Anticipated Submission Date: \_\_\_\_\_

\_\_\_\_\_ Submitted/Pending Review, Expected Decision Date: \_\_\_\_\_ (Attach Submission Confirmation)

\_\_\_\_\_ Accepted (Attach Acceptance Confirmation)

7. Travel Expenses: Registration: \$ \_\_\_\_\_ Lodging: \$ \_\_\_\_\_ Air Fare: \$ \_\_\_\_\_  
Ground Transportation: \$ \_\_\_\_\_ TOTAL ANTICIPATED: \$ \_\_\_\_\_

**8. Amount of GEFRAC Travel Award Requested: \$ \_\_\_\_\_**

9. Have you applied for alternative/supplemental funding? (Yes/No) \_\_\_\_\_

If Yes, Attach your funding application

Funding Source: \_\_\_\_\_

Funding Web Site: \_\_\_\_\_

Expected Funding Amount: \$ \_\_\_\_\_ Expected Notification Date: \_\_\_\_\_

**Note: It is important to document how travel expenses will be fully funded.**

\_\_\_\_\_  
Student (Signature)                      Date

\_\_\_\_\_  
Major Advisor (Signature)              Date