Domestic Travel Award (2016 – 2017)

Who is eligible?

- Full and part-time graduate students whose departments are in good standing with GSS.
- Students are eligible to receive one (1) Domestic Travel Award per academic year (Fall, Spring, Summer)

What does this award fund?

- The award requires travel to make a presentation (poster, roundtable, or oral) at a domestic conference.
- Domestic travel is constrained to travel within the continental United States and Canadian Provinces adjacent to the continental US (British Columbia, Alberta, Manitoba, Saskatchewan, Ontario, Quebec, New Brunswick).

How much does this award fund?

- Flat rate of $500 (valid only Fall 2016 – Summer 2017), which will be awarded through the Office of Financial Aid and through student’s Bursar account.

What do I need to turn in to be reimbursed?

- A complete reimbursement packet includes:
  - A completed application submitted prior to your travel dates and by the specified deadline.
  - A completed GSS Funding Form submitted within 14 days after return from conference.
  - An official award letter.
  - Proof of presentation and attendance (for example: copy of the front page of conference program and the page in which the student’s abstract or presentation is published, and travel itinerary).

What about funding from other sources?

- Arrangements for other funding are the responsibility of the student.
- GSS does not require original receipts, however other funding sources may require original receipts. Please check with your department/other funding source before discarding your original receipts.

Where do I turn in my reimbursement packet?

- GSS Student Center Dropbox – Room 120LM
- Through intercampus mail to GSS, Center for Student Involvement Box 18, KSC
- Mail reimbursement packet to:
  Graduate Student Senate
  Kent State University
  Center for Student Involvement Box 18
  Kent, OH 44242-0001