



UNIVERSITY OF WASHINGTON

DEPARTMENT OF PHYSICS

Name _____ Program _____

UW Email _____ Phone _____

Conference or Event Name _____

Destination (City, State, Country) _____

Conference/Event Dates _____

Travel Departure Date _____

Paper Accepted Giving Talk Other _____

Title (required) _____

Student required to provide a copy of the invitation letter or acceptance notification

Amount Requested (transportation only - \$300 max. domestic, \$ 500 max. Int'l) _____

Statement by faculty that the conference is significant within field of study and is important to student's academic progress

Faculty Signature _____ Applicant signature _____

Graduate Program Coordinator Approval _____

Additional information on Graduate Student Conference Travel Awards (including deadlines): <http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/graduate-student-conference-travel-awards/>

Please contact the department Fiscal Specialist **BEFORE** you travel to find out about the travel expense and reimbursement procedures and to complete required travels forms: C121C, fiscspec@uw.edu, 206 685-7896

Submit **completed form** and email **pdf of invitation letter/acceptance** to the department Graduate Program Advisor, C139B, cuala@uw.edu

Revised July 2019