



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](mailto: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](mailto:cuala@uw.edu)

Revised July 2019