

**GRADUATE STUDENT RESEARCH & TRAVEL EXPENSE REQUEST  
FORM**

Name \_\_\_\_\_ Date \_\_\_\_\_

Program \_\_\_\_\_ Advisor \_\_\_\_\_

Use this form to identify supplies or equipment that need to be purchased or rented, or a cost associated with a professional service such as DNA sequencing, database or library searches, etc.

Identify the category with which your request most closely aligns:

1. Purchase of supplies;
2. Equipment or facilities rental costs;
3. Preparation of audio-visual or professional presentation materials;
4. Information database search and retrieval costs;
5. Preparation and distribution of survey materials;
6. Travel to conduct research
7. Other – please describe. \_\_\_\_\_

Use the items in section III, Proposal Guidelines and Application Process, to guide you in writing the narrative that describes your project. The narrative can be relatively brief, but should clearly explain the scope of the project and the student's timeline for completion of this project.

Student Signature \_\_\_\_\_

Advisor or Project Supervisor Signature \_\_\_\_\_

Program Director Signature \_\_\_\_\_