Max and Peggy Kriloff Student Travel Scholarship/ College of Arts and Sciences Student Travel Award College of Arts and Sciences University of Miami

The Max and Peggy Kriloff endowment fund supports travel expenses for all full-time College of Arts and Sciences students presenting at scholarly/professional meetings. Students must have a **3.0 CGPA** or above at the time of application. Students are eligible only when actually on a conference program (i.e., presenting a paper, poster, or visual presentation for BFA/MFA students). If several students are co-authors of a paper, only one would usually be supported. If a student and faculty member are co-authors, the student would be supported only if s/he is participating in the presentation. The College will only accept applications from students who have secured departmental funding. **The Kriloff travel award/ CAS Student Travel Award will not exceed \$500 or the amount committed by the department, whichever amount is smaller.** If departmental funding. As with all University travel, recipients must elect the most economical flight and lodging options. **Kriloff funding will be awarded once per fiscal year**.

APPLICATION:

Last Name		First Name		C- Number	
Department	Degree sought	Email address		Dates of trip	
Name of Conference				Location	
		Total trip expense	\$	_	
Funding source: PI or grant(s) ^{<i>a</i>}	Amount \$	Account #	Authorized S	Signature	Date
Department	\$				
GAFAC ^b	\$				
Other sources ^{<i>b</i>}	\$				

^aIf the PI does not have any funds available for student travel, his/her signature above represents a formal certification of this fact

^bApplications to GAFAC and other possible funding sources can be completed at a later date and, thus, signatures are not required.

Amount requested from Kriloff Scholarship fund: \$_____

Signature of student

Date

Please attach to this completed application: 1. Memorandum from Chair or DGS endorsing student travel and stating the amount of funding committed by the department; 2. Conference program confirmation. 3. Copy of poster and/or abstract is required.

PLEASE NOTE: COMPLETED APPLICATION FOR FUNDING <u>MUST</u> BE SUBMITTED TO OUR OFFICE BEFORE CONFERENCE DATE.

All requests for travel reimbursement must be reconciled and submitted within 60 days of when the expenses were incurred or paid. Please note that failure to submit receipts within the 60-day timeframe will result in the expense not being reimbursed by the University.

If funding is approved, you will be notified via email by the Office of Graduate and Administrative Services. Scan completed forms to: Felicia Burke at fxb474@miami.edu or fax to 284-4724.