Cornell Bowers C·IS Computer Science

Computer Science PhD Campus to Campus Travel Grant Support Application

This application is for students in the Computer Science Ph.D. program who are traveling to and from the Ithaca and Cornell Tech (NYC) campuses for the reasons listed below. This form represents a request for support, and funds are contingent on available funding. Cornell travel policies apply. Students are allowed to request Campus to Campus travel support twice per semester (Fall/Spring) and the grant award is a flat rate of $600 per trip to be awarded on your bursar account upon completion of travel.

Step 1: Send an email to Becky Stewart requesting support for your travel at least **2 weeks** prior to your planned travel date. Please include dates of travel, who you are meeting with and why, and proof of faculty host approval. Students will receive a decision, via email, shortly after the request is received.

Step 2: Within **5 business days after** your return to your home campus, fill out this form, and receive confirmation of travel from the advisor and host faculty via email. Students need to attach the confirmations to this completed support application and submit the confirmations and completed application as a PDF to Becky Stewart. Please use the subject line: C2C Travel Grant Request.

Once the completed document is received, students will receive an email acknowledgement and should expect the grant to be posted to their student Bursar account a few days after receiving this email. Please be sure to enroll in the Bursar direct deposit to receive the grant promptly.

Student Name: _____ **Email:** _____ **ID#:** _____

Which Campus are you traveling to: **Ithaca** ◯   **Tech** ◯

Advisor Name: _____ **Email:** _____ **Campus Location:** ____

Faculty Host Name: _____ **Email:** _____ **Campus Location:** ____

Dates of travel: _____

Please select the purpose of the travel:

1.   Networking with prospective faculty advisors or committee members.   ◯

2.   Meeting with committee members and fellow students that are located at the opposite campus.   ◯

3.   MS and PhD TA's serving as remote TA's to either the Ithaca or NYC Campus. Please note course below.

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