

NYIT COLLEGE OF OSTEOPATHIC MEDICINE

STUDENT TRAVEL REQUEST FORM

Please complete the top section, obtain the signature from Academic Affairs and return to Dr. Kurt Amsler (kamsler@nyit.edu) Requests for funding for student travel to present research findings must be submitted at least 1 month prior to the start date of the conference. Only the first/presenting author may receive travel funding through the Office of Research.

Name _____ Class _____

Conference/Meeting _____

Location _____

Dates _____

Reason for attending (documentation required)

Student Signature

Date

DO NOT WRITE BELOW LINE

Approval for Excused Absence

Signature – Academic Affairs Dean

Date

Approval for Financial Support

Signature- Research Dean

Date

Approval for Reimbursement with Receipts

Signature- Research Dean

Date

I confirm that I am unable to provide funds from my grants to support this student's travel to the research conference.

Signature- Research PI

Date