

08/2021

### Conference Support for EAD Students

The Department of Educational Administration encourages students to present their work at scholarly and professional conferences. Students who have their work accepted for presentation at conferences (e.g., papers, posters, roundtables, symposia) or who have been nominated and selected for special Graduate Student Seminars held by some of the associations are eligible to apply for financial support for travel and conference related expenses. In most cases, doctoral students presenting papers will receive up to **\$400**. Master's students are eligible for support up to **\$200**. Exact amount of support will depend on the level of expenses associated with a particular conference (e.g., distance to travel, length, etc.) Please note that a student should expect to typically receive only **one** travel award from the department each academic year. Students who are financially supported may be expected to share their work with the EAD community (i.e., Graduate Research Colloquium, brown bags, etc.).

To apply for department support, please complete the form below and submit it by email to Courtney Kosloski ([marti884@msu.edu](mailto:marti884@msu.edu)), assistant to **Dr. Sheneka Williams** ([will3677@msu.edu](mailto:will3677@msu.edu)) Professor and Chairperson, Department of Educational Administration. **The requests will be processed on a periodic basis.**

The Graduate School also provides some support for students to present at conferences, as does the Council of Graduate Students (COGS), so you should look into those possibilities also. However, those applications **require** that you first apply to the department.

**Name:** \_\_\_\_\_ M.A. \_\_\_ Ph.D. \_\_\_ PID: \_\_\_\_\_

Home: \_\_\_\_\_

Work Address: \_\_\_\_\_ Michigan Resident: Yes \_\_\_ No \_\_\_

Country of Origin: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tel (W): \_\_\_\_\_ Tel (C): \_\_\_\_\_

Degree Program: \_\_\_\_\_

Conference you will attend: \_\_\_\_\_

Date and Place: \_\_\_\_\_

Name of paper that has been accepted and are you the first author? \_\_\_\_\_

If not the first author, please include name and institution of co-author(s): \_\_\_\_\_

Estimated Budget: \_\_\_\_\_ Amount of Support Requested: \_\_\_\_\_

**Name of Advisor:** \_\_\_\_\_

**Signature of Advisor:** \_\_\_\_\_

Please have your advisor send Dr. Williams and Courtney a brief email ([will3677@msu.edu](mailto:will3677@msu.edu) / [marti884@msu.edu](mailto:marti884@msu.edu)) simply indicating support for your request.