

# Student Conference Attendee Grant

**Application Instructions**

## General Information

The Student Conference Attendee Grant is a travel grant designed to provide active TRIO STEM-HS participants the opportunity to obtain funding to attend a professional or academic conference in their field of study. The award may include meals, travel, lodging, airport shuttle/taxi fees, and conference registration fee.

* Active TRIO STEM-Health Science (TRIO STEM) participants are only eligible for the travel grant.
* Applications will be reviewed & considered based on the following:
	+ Two (2) advising visits by .
	+ Attendance at one (1) events: workshops or seminars
	+ Must have complete three (3) career assessments.
	+ Must have a 2.5 or better cumulative GPA
* An award recipient may apply for one conference per year.
* This award may not be transferred to another conference in the event that your plans change.
* The participant must apply by the deadline. No late applications will be accepted.

## How to Apply - Eligibility requirements are as follows:

1. Must be a registered GVSU student at the time of the conference.
2. Must be an active TRIO STEM-HS participant (described above).
3. Must have a 2.5 or better cumulative GPA as of previous semester.

To apply, applicants must submit a completed application packet, including a typed essay, unofficial transcript, and

conference name to TRIO STEM-HS offices (200 STU) either in person or by mail.

## Application Submission Date

Applications will be due .

## Award Notification

Applicants will be notified approximately one week after the application deadline. Award decisions are on a first- come, first-served basis and are subject to both the availability of funds and the quality of the application.

## Payment of Award

Once acceptance is received participant will receive details from the Program Director or Program Advisor as to the logistics.

## Liability

Applying for the Student Conference Attendee grant does not guarantee acceptance even if all requirements are met.

While all arrangements for transportation, lodging, meals and conference fees will be paid by TRIO STEM, you will be asked to sign a waiver to release Grand Valley State University and TRIO STEM-Health Sciences from any liability that may be encountered at this event.

## Cancellations

In case of emergencies or event cancellations, accepted grantees will be notified. No monies will be paid out.

If an accepted grantee needs to cancel their opportunity, a one month notice will need to be made unless an emergency. Every effort will be made to give another student the opportunity. Grantees may be liable to repay any tickets or fees. However, if grantee cancels for a non-valid reason, they will not be allowed to participate in any travel related events with TRIO STEM for a period of two years.



RECEIVED: APPLICATION # SEMESTER: 20

Student Informed: Yes/No Date

Decision Yes/No

# Student Conference Attendee Grant

**Application Form**

Name: Student G#:

Local Address:

Street City State Zip

Telephone: cell phone . home . Email: *.*

Major Year: Freshman Sophomore Junior Senior

Name of Conference:

Conference Location:

Emergency Contact Person(s): Phone:

Allergies(if any) :

## As part of the application TRIO STEM participants will need to write an essay\* answering the following question:

***How will this conference benefit your academic and professional objectives?***

\*The 250-300 word essay needs to be Times New Roman font of 12 points with double spacing and attached as a Word document.

* Applying for the Student Conference Attendee grant does not guarantee acceptance even if all requirements are met.
* While all arrangements for transportation, lodging, meals and conference fees will be paid by TRIO STEM, you will be asked to sign a waiver to release Grand Valley State University and TRIO STEM-Health Sciences from any liability that may be encountered at this event.
* In case of emergencies or event cancellations, accepted grantees will be notified . No monies will be paid out.
* If an accepted grantee needs to cancel their opportunity, a one month notice will need to be made unless an emergency. Every effort will be made to give another student the opportunity. Grantees will not be liable to repay any tickets or fees. However, if grantee cancels for a non-valid reason, they will not be allowed to apply for a conference for a period of one semester.

Signature of Applicant: Date:



# Application Checklist

 Eligibility

1. Must be a registered GVSU student at the time of the conference.
2. Must be in an active TRIO STEM-HS participant (described above).
3. Must be in good academic standing as of previous semester.

 Completed & signed Student Conference Attendee application packet, including:

1. Application Form
2. Application Checklist
3. Unofficial Transcript
4. Essay
5. Conference Information

**\*TRIO STEM will not reimburse** Frequent Flyer Miles, or any types of award programs or ticket exchanges to purchase your flight.

# This application must be complete. No late applications will be accepted.

## Signature of Applicant: Date:

**Student Acceptance**

As an active participant in the TRIO STEM program I accept the Student Conference Attendee award. I understand that there is no monetary value for this award.

**I agree** it is my responsibility to make sure all information is given to TRIO STEM for reservations and payment of fees.

**I agree** that once I enter the transportation mode chosen that I will be a representative of both Grand Valley State University and TRIO STEM- Health Sciences Program and will act accordingly. If not, I understand this will eliminate any future chances at future conferences.

**I agree** to inform the TRIO STEM program in a prompt manner of any changes to my eligibility requirements. I understand that failure to do so will result in forfeiture of my award.

Student (Print Name) Student Signature Date