Doctoral Travel Funding Application Form
Management Information Systems
The University of Arizona

Please complete the following and submit electronically to MIS Doctoral Program Chair – Dr. Sue Brown at
suebrown@eller.arizona.edu

Name _____   **Advisor** _____

Year in program _____

Event _____   **Event dates** _____

Your role in the event _____

Statement (include why you want to attend the conference – being specific about its role in your professional development; include an abstract of paper to be presented, if one).

_____

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Travel Budget

1. Airfare	$ _____
2. Hotel calculations & information How many nights? _____ Rate per night? $_____ What is the lowest conference rate per night? $_____ NOTE: Department will pay **up to ½ of the lowest conference rate** and will consider only room sharing options	**Hotel Total** Input the hotel total (nights times rate per night) below $ _____
3. Car/Local transportation/Parking Please describe further:	$ _____
4. Conference registration	$ _____
5. Other fees, if applicable (e.g., annual membership fees; workshop fee) Please describe further:	$ _____
Total travel budget	$ _____
Amount requested/received from GPSC Date of application _____ Amount requested/received $_____ Decision/Status - choose one – "Funded" "Rejected" "In process" _____ (If none, provide documentation of previous award via email to Dr. Brown)	$ _____

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Net Request (Total travel budget minus GPSC amount)	$ _____

For Departmental use only

Departmental Approved Amount $_____

Departmental Approval Signature _____