

NYIT COLLEGE OF OSTEOPATHIC MEDICINE
STUDENT TRAVEL REQUEST FORM

Please complete the top section and obtain the required signature from your campus's Academic Affairs office, then return to the Office of Research on your campus. For Long Island students contact Dr. Kurt Amsler (kamsler@nyit.edu); for Jonesboro students contact Dr. Rajendram Rajnarayanan (rrajnara@nyit.edu). Requests for student travel funding to present research findings must be submitted at least one 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* _____