

Application for Faculty Mentor Travel Support

Center for Undergraduate Research

A. General Information

Name: _____ Phone: _____
 Cal U Email: _____ Department: _____

Please attach:

A short statement (100 to 200 words) in which you convey how the student(s) you are mentoring will benefit from this experience.

B. Requested Faculty Mentor Expenses

Itemize all anticipated faculty mentor expenses below and please be as specific as possible.

Item Description	Cost

Grand Total Requested Funds for Faculty Mentor: _____

What other sources of funding have been requested for faculty mentor travel? If none, leave blank.

Other Funding Sources to Which You Applied	Amount Requested	Request Approved?
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending

Applicant's Signature: _____ Date: _____

Department Chair's Signature: _____ Date: _____

Note that electronic signatures are acceptable as long as the signed document is attached to an email from the signer.

All applications requesting travel funds should be submitted by e-mail to Dr. Gregg Gould (gould@calu.edu). Application at least five (5) weeks in advance of planned travel ensures adequate time for review of applications by the Undergraduate Research Advisory Council (URAC). Applications received less than 5 weeks in advance will be reviewed as promptly as possible but a decision in time for preparation of all necessary travel arrangements and documents cannot be promised.