

## **College of Health**

### **Support for Doctoral Students to Present at Professional Meetings**

It is critical for doctoral students to be participating in and presenting their research at professional meetings. To foster these activities the college will provide a one-time award of up to \$750 for travel and registration to one conference during the time that students are enrolled in a PhD program at OSU.

Eligibility and requirements follow:

- 1) The research was conducted as a student at Oregon State University;
- 2) The Doctoral Student is the first author and presenter on the paper or poster;
- 3) The abstract has been accepted for presentation;
- 4) The national-level (or international-level) meeting is a recognized conference in the student's discipline;
- 5) A plan exists for publishing the research presented at the meeting in a peer-reviewed journal; and
- 6) The student's Major Professor approves of the plan for publication and agrees to hold the student accountable.

The process for applying for the College of Health Doctoral Student Travel Award is:

- 1) Doctoral Student and Major Professor complete the application without signatures;
- 2) Doctoral Student sends an **unsigned** application, abstract, proof of acceptance, and plan for publishing research presented as a single pdf document to the Associate Dean for Research to review for eligibility;
- 3) If eligible, the application packet will be sent to the Doctoral student, Major Professor, appropriate School Head, and Associate Dean for Research for signatures;
- 4) Once signed, the Associate Dean for Research will email the Doctoral Student and their Major Professor to notify them about the funding status of the application;
- 5) The Doctoral Student will notify the Associate Dean for Research once they've returned from the trip;
- 6) The Associate Dean for Research's office will inform the Doctoral Student of reimbursement procedures;
- 7) Approved funds will be released to the Doctoral Student upon return from the trip and submission of reimbursement forms.

## COH Doctoral Student Travel Award Application

*(Click and type in each form field. Field will expand to accommodate your text.)*

Name: \_\_\_\_\_

Doctoral Program: \_\_\_\_\_

Year in PhD Program: \_\_\_\_\_

Major Professor: \_\_\_\_\_

Conference Name and Location: \_\_\_\_\_

Dates: \_\_\_\_\_

Abstract accepted [yes]: \_\_\_\_\_

- ✓ Attach abstract or short description, including list of co-authors and co-presenters.
- ✓ Attach verification that the abstract has been accepted for an oral/poster presentation.
- ✓ Attach plan for publishing the research presented at the meeting in a peer-reviewed journal.
- ✓ Attach a current C.V.

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Doctoral Student signature and date

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Major Professor signature and date

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School Head signature and date

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Associate Dean for Research signature and date