

Undergraduate Research Conference Travel Award

University of Washington

[Application Deadline: None -- Applications Taken on a Continuing Basis](#)

PROGRAM OVERVIEW:

Publicly communicating your own research and sharing your ideas with others is an important part of engaging in academic research and creative scholarly work. The Undergraduate Research Conference Travel Award enables you to extend your research experience by contributing to important discussions of current research at professional conferences or other disciplinary academic venue.

We encourage all students who have a scholarly paper, poster, or creative scholarly work that has been accepted for professional presentation to apply for an award. Applications are reviewed monthly and will be accepted on a continuing basis.

AWARD: The travel award is for partial support to present your research at a professional conference. The amount of the award is based on expenses incurred. Airfare and conference registration fees may be covered in their entirety; other expenses may be partially covered. Each award amount will be determined based on the expense summary you submit with your application.

Please note: this award will only cover expenses not covered by another award.

ELIGIBILITY: Currently enrolled UW undergraduates who have a paper, poster, or creative scholarly work that has been accepted for professional presentation may apply. Please note that this travel must be completed **before** you graduate. **Applications for funding must be made at least three weeks in advance of your proposed departure date.**

CRITERIA: Selection criteria for these awards include: overall quality of the application and the importance of participation in the conference/venue to the applicant's long-term goals as articulated in the applicant's statement.

Note: Priority for URCTA funding will be given to first-time applicants.

REQUIREMENTS: Awardees are expected to submit a brief summative statement about their conference experience and to present their research at the UW Undergraduate Research Symposium.

SUBMISSION: You must submit your completed application at least three weeks prior to your departure date.

APPLICATION CHECKLIST: Include the following materials with your application:

- Cover sheet with personal data, graduation date, etc. – include number of hours per week spent on research and number of quarters;
- An unofficial copy of your most recent transcript(s);
- A letter of recommendation from the University of Washington faculty mentor of your research or scholarly work, or a letter from a faculty member who recognizes the importance of this presentation if you did not have a mentor for your project;

Note: Your letter of recommendation should be sealed in an envelope signed by its author. Please remember to have the faculty include the recommendation letter cover sheet and either mail or include the sealed envelope with your application material.

- Please provide an overview of the importance of your project to your field of study, and the relevance of your research experience and the opportunity to present it at a national conference to your overall educational and professional goals. (500 words or less);
- The abstract describing your research as it was submitted to the conference/organization hosting the conference;
- Summary of expenses anticipated associated with attending the conference. This will include airfare, conference registration fees, land-travel, and accommodations. Please remember, this award is for partial support;
- Other sources of support for this travel, if any;
- Copy of the acceptance notification you received.

Please send ONE COPY of your completed application form to:

Undergraduate Research Conference Travel Award
University of Washington
Undergraduate Research Program, Box 352803
120 Mary Gates Hall
Seattle, WA 98195-2803

If you have any questions about the application process for the Undergraduate Research Conference Travel Award, please contact Jennifer Harris at urp@u.washington.edu or by phone at 543-4282.

Funding for the Undergraduate Research Conference Travel Awards is generously provided by the UW's [Office of Research](#), the [Mary Gates Endowment for Students](#), and the [Undergraduate Research Program](#).

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Student Application Form: Coversheet

Applicant Name: _____

University of Washington student number: _____

Current mailing address: _____

Telephone: _____

Email: _____

Anticipated date of graduation: _____

Academic major(s): _____

Cumulative G.P.A: _____

Complete Name of Conference: _____

Dates and Location of Conference: _____

Registration Deadline of Conference: _____

Total Amount Required: _____

Are you on student financial aid? _____

Have you previously received a Mary Gates Research or Leadership Scholarship? _____

Have you previously received a URCTA award? _____

Have you applied for any other funding? If so, please identify source, amount, and expected notification date: _____

Applicants' Signature: _____

Date: _____