AS&E Graduate Student Association: Conference Travel Award Rules
By Yesim Demiroglu (edited by Dan Gorman)

General Rules

1) The announcement for fall GSA travel grants will be released in the first week of October, and the announcement for spring travel grants will be released in the first week of March. Both announcements will appear in our electronic newsletter. In the same issue of the newsletter, we will ask for voluntary reviewers. All participating reviewers will get a University of Rochester mug or t-shirt (provided by the Graduate Studies Office) as a sign of our appreciation.

2) Students will have almost three weeks to apply for the funding grant. The due date for fall will be 11:59 PM on the last Friday night of October, while the spring due date will be 11:59 PM on the last Friday night of March. The GSA will remind the AS&E students about the competition in the newsletter until the due date.

3) Reviewers will receive the proposals via email from the GSA by the first Tuesday after the application deadline. While we will aim for each reviewer to have three proposals, reviewers may have to read four to six proposals if we do not have enough volunteers. Each proposal must be evaluated by at least four people.

4) The reviewers will read and evaluate the proposals following a set of rules which is pre-determined by GSA in advance. They are supposed to send their feedback reports until 11:59 PM on November 21st in fall and until 11:59 PM on April 21st in spring.

5) After the winners are determined, we will inform all of the applicants via email about the results. Our communications officer will congratulate the winners, and write a letter of regret to those who were not selected. We will put the list of the winners on the GSA website, in the newsletter, and on the GSA Facebook page as soon as we determine them.

Eligibility requirements

1) To be eligible for the travel grant, the student should be an official University of Rochester AS&E graduate student at the time of application.

2) If someone received a GSA grant during the previous four semesters, then they cannot get a travel grant in the current cycle. For example, the students eligible to apply in fall 2017 could have received a funding grant in the spring 2015 application cycle, but not after spring 2015.

3) The applicants should present at an academic conference or give a research related talk. Poster sessions are also eligible. Travels for collaboration purposes only or attending a conference as a participant only are not eligible. Grants can be used for a conference in any semester (including summer sessions).

4) Please also note that funds will not be reimbursed to the account of an advisor, or somebody else. Only the winner student himself/herself will be reimbursed.

Date: Feb. 28, 2018