

**Department of Performance Studies****Fall 2019/Spring 2020 Academic Conference Travel Reimbursement Award  
Application**

Travel awards are funded by the Department of Performance Studies and are limited to academic conferences attended between August 1, 2019 to July 31, 2020. MA and Ph.D. students are limited to 1 grant per academic year. The sole purpose of the award is to help a student offset the cost of presenting and attending an academic conference.

Amount: \$250 (max) per student in the form of an expense reimbursement.

Original receipts must be provided, and payment is made when the trip is completed.

Once notified of the award it is the student's responsibility to deliver all original reimbursement materials within two weeks of completing the trip or the award will be forfeited. If a student does not attend the conference they must notify the department. Students are not eligible for any deposits or fees paid for conference attendance, only for the type of travel-related expenses listed below:

Travel Grant can be used toward:

- Airfare (original boarding passes and RECEIPT-not BOOKING CONFIRMATION-required)
- Train/Bus fare (original boarding passes/ticket stubs and receipt)
- Lodging (final ITEMIZED hotel invoice stating a \$0.00 balance)

Please submit application to Noel Rodriguez, Jr (602) or by e-mail to [nr22@nyu.edu](mailto:nr22@nyu.edu).  
If awarded, submit reimbursement materials to Allison Brobst (Front Desk)

**Student Name:** \_\_\_\_\_ **NYU ID#** \_\_\_\_\_

**Intended Degree (circle one):**     MA                             PhD

**Local Address (including apartment number and zip code):**

\_\_\_\_\_

\_\_\_\_\_

**Telephone #:** \_\_\_\_\_ **NYU Email Address:** \_\_\_\_\_

**Funds are requested to attend (Name of Conference, Location, Dates):** \_\_\_\_\_

\_\_\_\_\_

*Please provide the title of paper below and attach a printout of email approval from conference organizers as verification that your paper has been accepted.*

**Title of Paper:**

\_\_\_\_\_