Application for Partial Cost Reimbursement for TESOL/AL Students Presenting at Academic Conferences

Student name: ________________________________________________________________

Name of conference: ___________________________________________________________

Location of conference: _________________________________________________________

Conference date(s): ____________________________________________________________

Title of presentation: ___________________________________________________________

Type of presentation, and your role:

Individual talk/paper __________

Joint talk/paper __________

Panel talk/paper __________

Panel organizer and presenter __________

Poster session presenter __________

Discussion group participant __________

Other (please explain) _________________________________________________________

________________________________________________________________________

Have you received, or will you be receiving, any funding from other sources for travel, registration, lodging, or other expenses at this conference? If yes, please explain.

______________________________________________________________________________

______________________________________________________________________________

Attach documentation of your attendance and presentation at the above conference (registration receipt and proof of presentation). Please submit this form with documentation to staff in Zankel 316. Applications are accepted anytime through June 20. Any application received after that date will be considered for the following academic year.
To: TC TESOL/AL students

Re: Partial funding for conference presentations

We are happy to inform the TESOL/AL community that some funding is available this year within our program to assist students in defraying the costs of presenting at major academic conferences. However, this funding is limited, and the Program has set up a level of priority for the disbursement of funds. Students may receive one award per year.

**Up to $200** will be available to defray costs of students presenting papers at major international conferences related to our field. These conferences include (but are not necessarily limited to) the TESOL, AAAL, AILA, EALTA, LTRC, SLRF, AERA, IPRA, STD, MLA, LSA, and ACTFL conferences. Priority will be given to Ed.D. students, followed by Ed.M. and M.A. students. Students who present posters, and students who present at local or regional conferences such as NYS-TESOL, will also be considered, pending availability of funds.

**Up to $100** will be available to defray costs of students attending major conferences at which all papers are scheduled by invitation and no student presentations normally take place. (This includes, for example, the Georgetown University Round Table conference.) We regret that we cannot offer funding to students who attend other conferences without presenting there.

To apply for funding, please complete an Application for Partial Conference Cost Reimbursement, available for downloading on the Program website, and return it after the conference to the Program office with documentation including (a) a receipt indicating that you have attended the conference, and (b) a photocopied page from the conference book or schedule that indicates the nature of your contribution to the conference. Reimbursement for conference-related costs will take place at the end of the academic year in June. We cannot offer advance funding, nor can we guarantee before a conference whether funding will be available afterward; please make plans accordingly. Please address any questions to Howard Williams in Zankel 316.

*Updated 1/28/2014*