



Stony Brook AGEP Admissions Candidate Travel Award Nomination Form

Purpose: *Financial support of the allowable travel costs for one (1) campus visit incurred by any prospective AGEP student who has applied to a doctoral program into a STEM doctoral program to the Stony Brook campus; who you would like to enroll for such doctoral study; and for whom a campus visit may be an influential element in his/her decision to accept your admission offer.*

Student name: _____

Undergraduate Institution: _____

Ethnicity: _____

What is the purpose of this visit?

To interview for admissions
 To visit the campus
 Other (please specify) _____

Has this student been offered admissions by your graduate program?

Yes No

Please tell us about this candidates application:

Definite admissions
 Strong candidate but not sure of match
 Strong potential but uneven preparation
 Other, pls explain: _____

Name of nominating faculty: _____

Graduate Program: _____

Date of scheduled interview: _____

Travel points (i.e, airport codes, rail stations, etc.): Traveling from: _____

Traveling to: _____

If the student is lodging locally during their visit, please tell us where: _____

Please describe how this travel award will help in the recruitment of this student with a brief overview of this candidate:

BUDGET:

Total amount requested: _____

Please provide the breakdown:

Travel costs (i.e., air, rail, mileage): _____

Lodging costs: _____

Other costs: _____

Please note the following conditions:

1. A total of ten (10) travel awards at a maximum of \$500 will be awarded on a rolling basis
2. Please only nominate candidates being seriously considered or already accepted
3. Standard Research Foundation travel policies and reimbursement limits will apply, and original receipts and other customary documentation will be expected at the time reimbursement of expenses is sought by the student or department
4. ONLY original, verifiable receipts will be reimbursed up to \$500.00 per student
5. If using Austin Travel, a fee of \$25 will be incurred for air tickets and will be counted towards the total
6. Travel award recipients must come to the AGEP office at some point during their visit to fill out the necessary paperwork
7. No costs incurred by faculty, staff of other students (e.g., mileage, meals entertainments, etc) can be reimbursed
8. All arrangements that involve the use of AGEP funds should be made by the host department in close collaboration with Kathryn Piazzola of the AGEP Office

Submit this form with a complete copy of the student's application to:

AGEP, Melville Library E-1340, Zip = 3387 or fax it to 2-1837. Thank you.