

## **Student Professional Development & Technical Funds Application**

Graduate students in good standing are eligible to apply for departmental professional development funds up to \$500 and technical funds up to \$300 until all funds are depleted to support this initiative.

Please note the following: 1) Funds are limited, so disbursement will be on a first come, first eligible basis. 2) Approved funds must be used within 30 days of approval date or approved use of funds will be canceled.

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Email: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_

Request for: \_\_\_\_ Professional Development Funds \_\_\_\_ Technical Funds

Total amount of request: \$ \_\_\_\_\_

Date(s) funds will be used: \_\_\_\_\_

Describe what these funds will be used for:

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\_\_\_\_\_  
*Requestor's signature*

\_\_\_\_\_  
*Date*

**This form must be submitted for approval to the Business Manager prior to incurring any expenses and is not approved until requestor receives signed form back.**

\_\_\_\_\_  
*Approval signature*

\_\_\_\_\_  
*Date*