



2010 Student Chapter Travel Grant Application Form Instructions

O+P First Round Application Deadline: 12 March 2010

O+P Second Round Application Deadline: 14 May 2010

All other conferences: 12 weeks before first day of conference

Funds:

Each Chapter in good standing may apply for travel support of up to \$1,000 US to attend an SPIE conference. If possible, applicants are encouraged to seek other additional sources to support their travel.

Criteria:

1. The Student Chapter must be in good standing. In order for a Chapter to be in good standing it must have a minimum of ten (10) current SPIE members and have submitted a report on chapter activities within the last twelve (12) months.
2. One student per chapter should be nominated as the Travel Grant applicant. Ideally, this is a decision undertaken by the entire chapter as to who will serve the chapter best by attending the conference.
3. Previous Chapter Officer Travel Grant awardees are not eligible. This award is designed to encourage new officers to contribute to the chapter.

Procedure:

1. Choose either the online form (preferred) or the downloadable form.
2. The travel grant application must be completely filled out.
3. **A letter of recommendation from the student's advisor is required.**
4. If there is a chance you will be unable to attend, please submit a full application for an alternate member in the Chapter.

Deadlines:

Deadlines are firm. Incomplete applications and applications received after the deadline will not be considered. As funds are limited, not all requests can be supported. Please email (preferred) or fax applications to:

Contact:

If you have any questions regarding the grant, please read the complete Travel Grant FAQ in the Chapter Resources section of <http://spie.org/studentchapters>. If the FAQ does not answer your questions, contact the Student Activities Coordinator at students@spie.org or call +1 360 685 5426.