

## PGSA Travel Scholarship Request

Travel Scholarship funding has been allocated from the Pharmaceutical Foundation for PGSA members in the *College of Pharmacy* only. To be eligible for a PGSA travel scholarship, you must be a dues-paying member of PGSA and a COP graduate student. Furthermore, **your membership form and annual dues must be received by October 1<sup>st</sup> of the fall semester!** The travel scholarship request form must be submitted to a PGSA officer ONE MONTH before the travel date. You may apply for only one travel scholarship each academic year.

To apply for a travel scholarship, fill out this form and turn in to any PGSA officer (listed below). You will then be contacted by PGSA informing whether or not you will receive a travel award. If awarded a travel scholarship, after attending the meeting, take your original receipts/documentation to any PGSA officer. **This must be done within two weeks after returning from the meeting.** Your paperwork will be processed and turned in to the business office by PGSA. You will receive notification once this has been completed. The travel award should be paid out in 2-4 weeks following the meeting. If after four weeks, you have not received payment, contact PGSA.

Information about PGSA, officers, membership, or travel scholarship forms, can be found online at <http://www.utexas.edu/pharmacy/students/organizations/pgsa/index.html>. Should you have any questions, please feel free to contact any of the PGSA officers.

Name	Position	Email	Office	Phone
Natasha Shcherbakova	Treasurer	<a href="mailto:shcherut@gmail.com">shcherut@gmail.com</a>	PHR 2.210	471-4809
Tamer Kaoud	Secretary	<a href="mailto:tkaoud@yahoo.com">tkaoud@yahoo.com</a>	BME 6.320	919-2588

Name: \_\_\_\_\_

Division: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Are you a Ph.D. Candidate (passed qualifying exam)?  Yes  No

Year in studies: \_\_\_\_\_ Is this your final year?  Yes  No

Name of meeting: \_\_\_\_\_

Meeting location (City And State): \_\_\_\_\_

Meeting Dates: \_\_\_\_\_

Meeting Registration Fee (If Unsure, Estimate From Previous Year): \$ \_\_\_\_\_

Are you presenting at the meeting you plan on attending?  Yes  No

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**Note:** You will be notified if your travel request is approved. Remember to save original receipts for all meeting-related expenses (i.e. registration, airfare, food, lodging, etc.). **If you indicated you will be presenting at your meeting, then a copy of your abstract should be included with your reimbursement request.** Please contact an officer if you have any questions.