CONFERENCE FUNDING REQUEST
DEPARTMENT OF POLITICAL SCIENCE
YALE UNIVERSITY

EMAIL THIS FORM, WITH AN EMAIL SUBJECT LINE OF "CONFERENCE FUNDING REQUEST",
NO LATER THAN MAY 15th, 2021 TO:
colleen.amaro@yale.edu

STUDENT NAME:

STUDENT UPI #:
(This number can be found on your Yale ID Card)

STUDENT ADVISOR:

YEAR OF STUDY IN PROGRAM:

CONFERENCE ATTENDED:

CONFERENCE DATE & LOCATION:

FORM OF PARTICIPATION:

SUBFIELD OF WORK (CHECK ONE):

AMERICAN/METHODS ☐  COMPARATIVE/IR/PE ☐  THEORY/OTHER ☐

Checklist:

☐ Attached documentation of conference participation (e.g., a copy of the program showing
the student’s role)?

☐ Attached receipts for all non-meal related expenses?

☐ Had your advisor send a note (this may be a short email) to colleen.amaro@yale.edu
indicating that you have/had suitable material to present at a conference and explaining
your role at the conference?

☐ Confirmed that research topic is not eligible to apply for the Macmillan Center
International Conference Travel Grant or to the Graduate Student Conference Assembly
Conference Travel Fund?

If you are a Foreign National please:

☐ Provide a copy of email confirmation from the International Tax Department
(Internationaltax@yale.edu) that you have completed the Foreign National Information System
application (FNIS) and that it is current.