



Cornell University
College of Veterinary Medicine
Office of Graduate Education

CVM Graduate Student Conference Travel Grant Top Off

The College of Veterinary Medicine provides conference travel grant top-offs to graduate students (Ph.D. degree or MS degree) who are recipients of a Cornell Graduate School conference travel grant.

The Office of Graduate Education will top off the student's Graduate School conference travel grant up to \$500 per award based on students out of pocket expenses. As an additional incentive, if the student is able to secure and document additional conference travel funds from the conference sponsor/ organizer, the Office of Graduate Education will award an additional \$100, for a total of \$600 toward the student's conference travel.

Graduate Student Eligibility:

- Recipients of the CVM Graduate Student Conference Travel Grant Top Off can *only* be graduate students whose Special Committee Chair is appointed to the College of Veterinary Medicine.
- Recipients must be enrolled full time in a Cornell graduate degree program, and be a registered student during the semester in which the conference takes place.
- Students must be presenting a paper or poster at the conference for which funds are requested. In the event of dual authorship of a paper / poster accepted for presentation, only the presenting author may receive an award.
- **Course/ Workshop:** Graduate students taking a course/ workshop outside of the Cornell Ithaca campus which was approved by their special committee chair and is one in which the student applied and was selected to attend qualify for \$500 toward course fees and/or travel expenses.
- Only one award during each year (July 1 – June 30) will be considered.

Application Procedure:

- Submit a Conference Travel Grant Application to the Graduate School. Form located [Application Form \(Online\)](#), or here <https://www.gradschool.cornell.edu/forms>
- The Graduate School will notify you of your award via email and will be reflected in your Student Center around the 15th of the month.

Top Off reimbursement: Within 30 days after the conference or course attendance the graduate student must Complete Office of Graduate Educations Conference Travel Grant Top Off form: [Application Form \(online\)](#) and submit the following to the Office of Graduate Education:

- Copy of Graduate School Conference Travel Grant award email
- Conference program or agenda listing them as presenter or course registration information.
- **Original** receipts covering travel, conference or course fees, lodging or meals.
- Statement of funds received from all other sources for attending the conference or course.