

## STUDENT TRAVEL FUNDING POLICY

### 01 OVERVIEW

When possible, the MSE department will set aside limited matching travel funds, on the order of \$1k/year, with the expectation of being able to support ~\$100/student.

- a. The funds will be available on a first-come first-served basis once eligibility is confirmed.
- b. Students can normally only receive support for one meeting.
- c. Support is proportional to overall reasonable expenses.
- d. Strong preference is given when matching funds are arranged via USG, the professional society running the conference, the Vergnano Institute, research group or industry support, etc.
- e. Graduate student support is limited to special circumstances only (requires Department Head approval).
- f. Conference support is presently limited to MRS, ASM, MS&T, ACerS, TMS, AIST, or AFS meetings.

### ELIGIBILITY

### 02

#### 1. CLUBS MUST:

- b. Coordinate with the club's faculty advisor to prepare, and post to the club's UConn website, the club's student travel policy (including any documentation required by USG to access such travel funds).
- c. Coordinate with and provide the club's faculty advisor any related travel proposals/requests submitted to other funding sources (USG, professional materials organizations, Vergnano Institute, faculty research groups or industry sponsors, etc.).

#### 2. STUDENTS MUST:

- a. be an undergraduate in the MSE department in good standing (MSE minors are not eligible, incomplete grades in MSE courses impact eligibility). Normally a GPA of at least 3.0 in the last year is required.
- a. be an active member of one or more of the MSE student clubs (UCMA, metal-working, 3-D printing, MRS) as listed on UConntact.
- a. be an active participant at the conference (usually part of a student competition, a student board member of a committee that is meeting, or presenting a poster or oral presentation).
- a. actively contribute to at least one MSE department service activity preceding the request for funding (open house, outreach, recruiting, etc.).
- a. during/following the meeting: Supply at least 2 photos, and a 1-page summary, of what was experienced/learned. This is for the department's communications purposes (linkedin, web content, newsletter, recruiting information, etc.).