



ECST Student Group Travel Award (Group Application)

ECST Student Group Travel Award provides travel support for a group of student organization members to attend professional development conferences, or student competition teams to attend off-site competition. This application form should be filled in by group leader.

Purpose of Travel

- Professional Development Project Competition
 Other (please specify) _____

Personal Information:

- Undergraduate Student Graduate Student

Name _____ CIN# _____
Last First

Address _____
Street City State ZIP

Cal State L.A. Email (required) _____ Telephone _____

Major: _____ Expected date of Graduation _____
Semester / Year

Conference/Competition Information:

Name of Conference or Competition:

Travel Destination : _____

Travel Dates: _____

List any other funding resources (e.g. IRA fund, etc.) and available amount:

Please Attach the Following to the Application

- **Statement of Purpose:** One paragraph statement from the group leader summarizing the purpose of the travel (e.g., conferences sessions, seminars, competitions) and indicate the importance of the travel to his/her educational and career objectives. The essay should include a statement of needs for financial support (please list funds available from other sources).
- **A list of students** who request for travel support, including names, CIN, major, and email addresses. Please note that only enrolled students in ECST with good academic standing are eligible for the award.
- Fill in **cost estimation** in the table below.



Estimate of Expenses (travel cost of entire group, you can include breakdown for each individual using separate forms)

Item	Cost, w/tax if applicable
Registration Fee:	
Transportation:	
Lodging for 1 or 2 Nights (\$250 maximum room rate per night):	
Other: (e.g. public transportation, other, etc.)	
Total Expenses:	
Available Funding (e.g. student orgs, project find, IRA)	
Requested Travel Support:	

By signing below, you and your faculty/staff advisor acknowledge that:

1. The applicants are attending a trip critical for the project competition; or the applications are attending a conference for professional development that benefit his/her career.
2. The other funds through Cal State L.A. (State or UAS) to support travel for the same conference is accurate.
3. The **Statement of Purpose, and Cost Estimates** have been reviewed and approved by the faculty advisor.
4. The applicants are registered as a full time student (full time status) at Cal State L.A.
5. This group has not previously received travel support from ECST this academic year.
- 6 At the end of the conference, the student will complete a survey.

Student _____
Print

Signature

Date

Advisor _____
Print

Signature

Date

Submit all documents to:
ECST Student Success Center,
E&T A125 or email T Fox at
tfox2@calstatela.edu.

**For questions and more
Information call 323-343-4526**