Monarch Travel Award Application

*Must be submitted in person to the Director or Assistant Director’s Offices at the AB540 & Undocumented Student Center (1003 Student Community Center), Applications are due the first Monday of each month

Travel awards are used to offset the cost of conference attendance, professional development opportunities, study abroad and other academic experiences requiring travel (e.g. conferences, research showcases, etc.) for eligible students.

Minimum Criteria:
- Currently enrolled as an undergraduate or graduate student at the UC Davis with AB540 verification
- Must have a current CA DREAM Act application on file with the UC Davis Financial Aid Office
- Must have 2.5 cumulative GPA or higher

Name: __________________________________________________

Student ID: ________________________________________________

Year: _____________________________________________________

Major(s): _________________________________________________

_________________________________________________________

Email: ____________________________________________________

Phone #: __________________________________________________

GPA: _____________________________________________________

Amount requesting: $________________________________________

Office Use Only:
Approved/Denied
Processed by: _____________________________ Amount: $__________ Date/Time: ______________
Tracker:__________________ Reimbursement and/or Travel Arrangements

Updated Jan. 2020
Supporting Documents:

- Include a copy of your unofficial transcript
- Include a statement of how this travel award will support your retention and academic goals as a student
- Include a budget breakdown of the requested travel award amount
- Include a copy of the following Financial Aid documents from MYAWARDS page:
  - Summary
  - Requirements
  - Awards

If awarded, the following requirements must be met:

- Meet with Office Coordinator to review travel expenses policies and procedures
  - Review travel reimbursement process & guidelines and/or
  - Coordinate travel arrangements made by the center
- Travel expenses must be in compliance with the University of California Travel Guidelines (Policy G-28) https://policy.ucop.edu/doc/3420365/BFB-G-28
- For reimbursements, you must submit itemized receipts within 15 days of attending the event. Failure to do so will result in your forfeiting your award.

Signature: ___________________________________________ Date: ____________