

## Conference Application

Please fill out and submit at least two weeks in advance of the conference to apply for funding. There is a limit of \$250 per student per conference which will be approved on a first come, first serve basis. We will reimburse you after the conference but you will not receive a cash advance beforehand. The stipend can be used for travel, hotel fees, and conference registration. Please note that the stipend cannot be used for food, entertainment or airfare.

After returning from the conference you will need to provide all receipts for review and reimbursement. This needs to be done within one week of returning from the conference or there will be no reimbursement.

Student name: \_\_\_\_\_

Student e-mail: \_\_\_\_\_

Student phone: \_\_\_\_\_

Conference name: \_\_\_\_\_

Conference location: \_\_\_\_\_

Reason for attending conference: \_\_\_\_\_

Approximate stipend desired: \_\_\_\_\_

Please breakdown the approximate use of funds (ex: gas \$45, registration \$100). Also, please attach any brochures or printouts of conference registration or hotels:

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Please submit to Lindsey Henderson in the Reynolds Center

Director of Student Activities and Orientation

[Lindsey.Henderson@greensborocollege.edu](mailto:Lindsey.Henderson@greensborocollege.edu)

