

Conference Travel 101


Who can apply for UROC funds?

UROC can assist with conference travel as long as you are a UROC scholar. However, travel funding is not guaranteed.


When is the deadline for registration?

What is the process to attend? Abstract submission, travel scholarships, selection criteria, and fees are all things to consider.


Why would my Travel Request be denied?


If you don't allow time for processing the request, or if you are not presenting your research you are subject to being denied funding.


Funding Sources

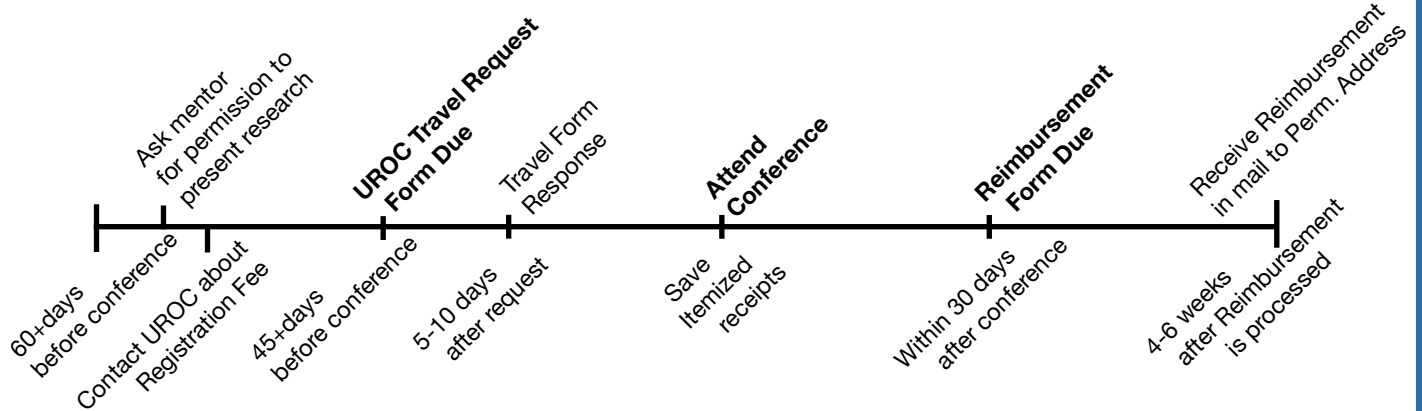
For all scholars and conferences, ASUCM, Travel Scholarships, Mentor, and Student Orgs are alternative options for funding.


Event Dates

Will it interfere with class/research time? If so, be sure to communicate with research mentor, professors and TAs.


Where is the conference?

Limitations on travel to these states: Alabama, Kentucky, Kansas, Mississippi, North Carolina, South Dakota, Texas and Tennessee



Submitting the UROC Travel Request Form



What to Attach?

When submitting a UROC Travel Request Form attach all required documents. UROC will not process incomplete requests.



Attach Permissions

Attach the email from your mentor allowing you to use their name and research on your poster at the conference.



Attach Acceptance

Attach the acceptance email or document from the conference verifying that you will be presenting your research.



Attach Registration

If you need reimbursement for the registration fee discuss with UROC and your mentor PRIOR to purchase. Note that this will usually be prior to Travel Request Form submission.



Additional Documents

Attach all supporting documents including but not limited to brochures, agendas, lodging and transportation estimates, email correspondence, etc.



Wait for Approval

Allow for 5 - 10 business days for UROC staff to process the Travel Request Form. Continue to monitor your UC Merced email address for UROC response.