

For individual students attending and/or presenting at an academic conference

Used to cover travel expenses, such as:

- Conference Registration Fees
- Hotel/Lodging Airfare
- Map Mileage (if personal vehicle was used)
- Ground Transportation (Uber, Lyft, Taxi, etc)
- Parking Fees
- Baggage Fees
- Rental Car Fees (Please speak with travel representative prior to reserving)



[Apply Here](#)

Need-to-Know

- Applications must be submitted **at least 15 business days prior to your conference** to be approved.
- Funding is first come first serve and may run out before you apply.
- Proof of registration with **your name** on the receipt is required for reimbursement of any conference-related expenses.
- These are reimbursement grants – you will have to front the cost of your travel and can later be reimbursed up to the maximum amount based on your grant.
- Additional requirements for international travel (see page 2).

Funding Tiers

- Attending:
 - **\$180** Domestic or International (**up from \$150**)
- Presenting:
 - **\$300** Domestic (**up from \$280**)
 - **\$600** International

*Note: Domestic is >100 miles from FSU; International includes Alaska and Hawaii

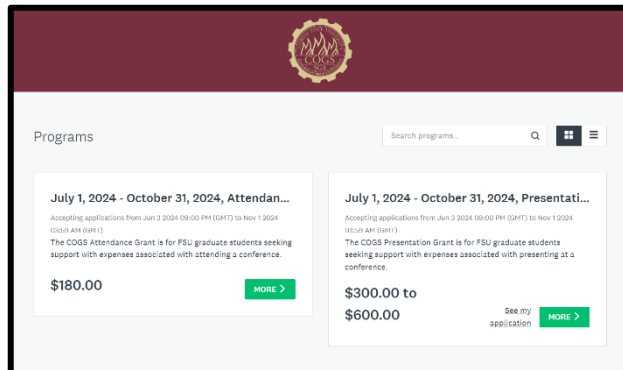
*Students are limited to 2 grants or a maximum of \$600 in total per fiscal year (July 1-June 30)

Application Process

Link to application: <https://fsu-sgacogs.smapply.us/>

Things you will need before starting:

- Conference Registration
 - Must have YOUR NAME listed
 - Needs billing information (like a receipt)
- College's Travel Representative Info:
 - Yvonne Parnell
 - Email: yvonne.parnell@med.fsu.edu
- Conference Info
 - Name
 - Date
 - Location



Funding Periods

Funds are first come first serve and divided evenly between three funding periods:

FUNDING PERIODS

July 1-October 31
November 1-February 29
March 1-June 30

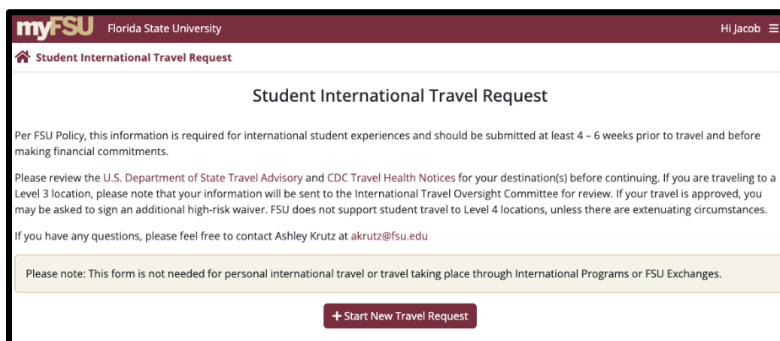
EARLIEST TIME YOU CAN APPLY

June 1
October 1
February 1

**Updated 9-23-24,
dates subject to
change.*

International Travel: *Must submit 4-6 weeks before travel*

For anyone applying for reimbursement of an international conference



Travel Request: <https://global.fsu.edu/travel-policy/student-travel-policy>

Importance: The University says you must.

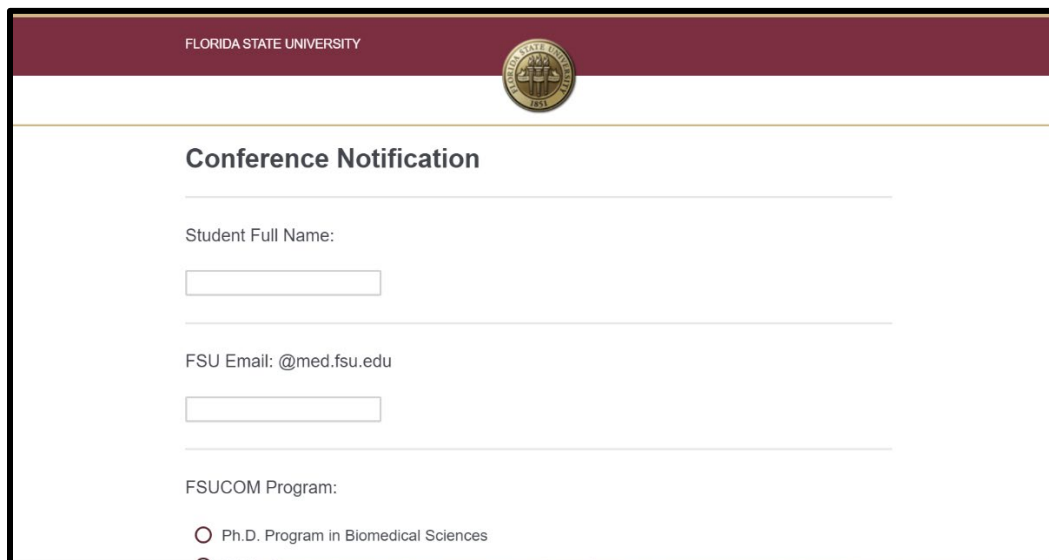
After You Apply

After you have received the award email from COGS, please forward the email to our College of Medicine Travel Representative, Yvonne Parnell, to start the process of creating an expense report of your travel costs.

(Email: Yvonne.parnell@med.fsu.edu)

Increases to Conference Funding

MSC recognizes the persistent need for more funding to reduce barriers to these academically and professionally enriching experiences. It is for this reason we are thrilled to see COGS increasing grant amounts in 2024, and that we continue to advocate for further boosts. To do this, we need data, and that is why we ask that all **College of Medicine students complete the MSC Conference Notification form** if you attend a conference or are unable due to funding. This data helps us demonstrate the need of College of Medicine Students to the greater Graduate Student Body, and therefore promote grant increases.



The image shows a screenshot of a web form titled "Conference Notification" from Florida State University. The form is set against a maroon header with the university's name and seal. The form fields include: "Student Full Name:" with a text input box; "FSU Email: @med.fsu.edu" with a text input box; and "FSUCOM Program:" with a radio button option for "Ph.D. Program in Biomedical Sciences".

Conference Notification: https://fsu.qualtrics.com/jfe/form/SV_0jqVciu409xBg5o

Questions? Email MSC@med.fsu.edu. We are happy to help.