

**College of Nursing & Health Sciences  
Dean's Office  
Student Academic Research Funds**

**(revised as of 2-21-17)**

**Purpose:**

The purpose of the CNHS Student Academic Research Fund is to provide support for undergraduate and graduate students who conduct research projects, present or attend academic research conferences, and pursue other research-oriented academic interests.

**Eligibility:**

Currently matriculated undergraduate and graduate students carrying out a research project or presenting research at a professional conference may apply for Student Academic Research Funds.

The student has sought assistance from home department or program, or from other university resources available to students engaged in research. If funds have been previously awarded by the program, department, or university, the student must show need in excess of these funds.

When attending a professional conference, the student must apply for a scholarship or registration fee waiver from the professional organization sponsoring the conference, if available.

Students may request up to \$500 annually. Such requests must be accompanied by a letter of support from their program director or department chair, and their faculty advisor or research mentor.

Priority will be given to those students presenting their research at a national conference.

**Fund Availability:**

Annually funds are set aside for the purpose of supporting student research, availability may vary from year to year. Students should be aware that receiving funds may have implications for their financial aid. Nothing in this policy obligates the Dean to make funds available to applicants.

***Applications will be accepted beginning September 1 of each academic year.***

**What the Student Academic Research Funds can be used for?**

- Funds may be used for:
  - Conferences, seminars, workshops and other academic events related to the student's research, including
    - Conference fees
    - Research/conference travel including airfare and lodging
  - Research & fieldwork supplies
    - Participant compensation
    - Testing materials

- Funds may **NOT** be used for:
  - Alcoholic beverages
  - Food, T-Shirts, Gifts, or any “hand-outs”
  - Gasoline costs for travel purposes

**Student Follow-Up**

- All students receiving funding will be invited to present their research at the College’s Zeigler Research Forum
- Complete the payment process with appropriate receipts in collaboration with the business manager serving the student’s home program
- Submit all receipts (and/or final invoices if requested) within two weeks of the payment

**Applications should be submitted on line to the CNHS Research Committee**

STUDENT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

DESCRIPTION OF REQUEST: (300 words or less)

---



---



---

LETTER FROM CHAIR or PROGRAM DIRECTOR: \_\_\_\_\_ YES \_\_\_\_\_ NO

LETTER FROM ADVISOR or RESEARCH MENTOR: \_\_\_\_\_ YES \_\_\_\_\_ NO

PLEASE OUTLINE THE BUDGET YOU ARE REQUESTING BELOW: (please include any other funding sources you have received to facilitate your participation)

Airfare \_\_\_\_\_

Lodging \_\_\_\_\_

Conference Registration \_\_\_\_\_

TOTAL: \_\_\_\_\_

OR

Research supplies \_\_\_\_\_

Compensation for research participants \_\_\_\_\_

Testing materials \_\_\_\_\_

TOTAL: \_\_\_\_\_

Support from Department/Program: \_\_\_\_\_

Support from other sources: \_\_\_\_\_

TOTAL REQUESTED FROM THE DEAN’S OFFICE: \_\_\_\_\_