

OFFICE OF THE VICE PRESIDENT FOR RESEARCH AND INNOVATION APPLICATION FOR
CONFERENCE SUBSIDY FOR STUDENT PAPER PRESENTORS

| APPLICANT INFORMATION | | | |
|---|---|--------|---|
| Name of Student | | | |
| Department and GS program | | | |
| Enrolled Courses | | | |
| Name of Adviser | | Status | <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time |
| COURSEWORK/THESIS/DISSERTATION STATUS | | | |
| Number of units in the program completed | | | |
| Title of Thesis/Dissertation | | | |
| Status | <input type="checkbox"/> Proposal Writing <input type="checkbox"/> Approved Proposal <input type="checkbox"/> For Final Defense | | |
| DETAILS OF LAST APPLICATION FOR CONFERENCE SUBSIDY | | | |
| Date, term and Academic year | | | |
| Title of Conference, date and place | | | |
| Title of Paper Presented | | | |
| ISI/SCOPUS-INDEXED/CHED-LISTED JOURNAL PUBLICATIONS | | | |
| Title | | | |
| Journal | | | |

| | |
|--|--|
| Date of publication | |
| Title | |
| Journal | |
| Date of publication | |
| Title | |
| Journal | |
| Date of publication | |
| *add another sheet for a list of other publications, if more are available, giving the same details. | |
| CONFERENCE DETAILS | |
| Conference Title | |
| Inclusive Dates | |
| Venue | |
| Organizer | |
| Abstracted by: | |
| Proceedings indexed in: | |
| PARTICIPATION DETAILS | |
| Classification | <input type="checkbox"/> Invited Lecturer <input type="checkbox"/> Paper Presentor <input type="checkbox"/> Poster presentor (with full paper) |
| Title of Paper | |

| Co-Authors [please indicate with an asterisk (*) who among them are applying for the subsidy with the same paper] | | | |
|---|--------|----------------|---------|
| SDG No: _____ | | | |
| BREAKDOWN OF PROJECTED EXPENSES | | | |
| Expense Type | Amount | Funding Source | Remarks |
| Visa application fees | | | |
| Transportation | | | |
| Accommodation | | | |
| Registration fees | | | |
| CHECKLIST OF REQUIRED DOCUMENTS | | | |
| <div> <input type="checkbox"/> Proof of Travel Expenses (Quotes on airfare & hotel) <input type="checkbox"/> Conference Call for Papers/invitation letter/printout of webpage and other relevant web pages <input type="checkbox"/> Proof that the conference is ISI/SCOPUS-abstracted or proceedings are SCOPUS/ISI-indexed if available, but absolutely required for applicants without the necessary publications. </div> <div> <input type="checkbox"/> Letter of Acceptance / Notification/program <input type="checkbox"/> Copy of Paper with an abstract <input type="checkbox"/> Copy of EAF and course-tracking form/graduation documents </div> | | | |

Requested by:

Applicant's Name & Signature

Endorsed by:

GS Coordinator's name and signature

Department and College

Endorsed by:

Assistant Dean, Research and Advanced
Studies Name & Signature

College

Approved by:

Vice President for Research and Innovation

Note: The grantee must accomplish and submit a Conference Report within two weeks after his or her return to process his/her reimbursement.