

Old Dominion University
College of Arts and Letters

International Travel Fund

Name _____

Department _____

Office Address _____ **Telephone No.** _____

Name of Conference _____

Type of Conference _____

Title of Paper or Presentation _____

Brief Description _____

Dates of Travel (beginning to end) _____

Destination and Travel Route _____

Supporting Contributions: Department _____ **Other** _____

Amount of College Support Requested: _____

Approved _____ **Denied** _____

Applicant's Signature _____ **Date** _____

Chair's Signature _____ **Date** _____

Dean's Signature _____ **Date** _____

The College of Arts and Letters International Travel Fund is intended to help provide faculty with the opportunity to present their research and creative work at important international conferences, colloquia, expositions, and other professional meetings. Individual faculty members may receive one international travel grant per year from the college (up to \$400).

cc: original to Faculty File
copy to Faculty member
copy to Accountant
copy to Department Chair