



Medical College of Wisconsin
Graduate Student Conference Education Fund
Award Application
Revised: Fall 2025

Instructions: The student must be the first and presenting author for a conference poster/talk, participate in Graduate School Poster Session, Three Minute Thesis (3MT), or GSA Symposium to earn eligibility to apply. After doing so, the following documents must be submitted to the Graduate School (gradschool@mcw.edu) prior to traveling to the conference:

1. This application document signed by the applicant, their mentor, their program director, and their department administrator.
2. The submitted abstract/paper to the conference.
3. Proof of abstract/paper acceptance for the conference they wish to attend.

Applicant Name: _____ Degree Sought: _____

Granting Program: _____ Years in Program: _____

Faculty Mentor: _____ Primary Department: _____

Name of Conference: _____

Conference Location: _____ Travel Dates: _____

Conference Category: ☐ International ☐ National ☐ Regional

Presentation Category: ☐ Poster ☐ Paper ☐ Unsure

Abstract Title: _____

Authors (in order): _____

Registration Fee: \$ _____ Abstract Submission Fee: \$ _____

Total Estimated Cost (including transportation, hotel and food): \$ _____

I attended the following event(s) within the last year (check all that apply):

☐ Graduate School Poster Session ☐ Three Minute Thesis ☐ GSA Symposium

I applied for funds from this trip from (check all that apply):

My Lab Amount Approved: \$ _____

My Department Amount Approved: \$ _____

Conference Travel Award Amount Approved: \$ _____

Other Amount Approved: \$ _____

Required Signatures:

Student Applicant: _____ Date: _____

Faculty Advisor: _____ Date: _____

Program Director: _____ Date: _____

Department Admin: _____ Date: _____