## POLICY: Kayoko Ishizuka Award for Presentation at International Conferences

**Purpose:** This award was created in memory of Kayoko "Kay" Ishizuka, a 2010 graduate from the Biochemistry department at the Medical College of Wisconsin. Kay, a citizen of Japan, was the GSA Biochemistry department representative for several years while she earned her Ph.D. She then began her postdoctoral research at the University of South Florida. Unfortunately, Kay was the victim of a fatal hit and run accident one night after leaving the lab. In recognition of her participation in the GSA, this award will be available to all current graduate students who have earned the opportunity to travel to and present at an international conference. An international conference is defined as a conference held and located outside the continental United States.

**Who Should Apply:** Any currently enrolled full-time MCW graduate student who will be attending an international conference to present their work.

**Application Deadline:** One semester before the conference date(s) – apply by June 30<sup>th</sup> at 11:59pm CST for the Fall semester (July 1 – December 31), and by December 31st at 11:59pm CST for the Spring semester (January 1 – June 30).

**Award Amount:** One \$1,000 award will be allocated from the GSA budget each semester. Donations may allow for more awards.

## **Award Stipulations:**

- 1. There is no limit to the number of applications that will be accepted for review.
- 2. Any full-time MCW graduate student who is the presenting, first author and traveling internationally to a conference is eligible for this award.
- 3. Students may only receive the Kay Award once in their academic career.
- 4. Awards will be fully disbursed to students, regardless of whether they spend the full amount.
- 5. Any awards not given out will roll over to the next semester, with a maximum of two awards held in reserve.

## **Application Criteria:**

- 1. The student must be in good standing with the MCW School of Graduate Studies.
- 2. The student must be enrolled full-time at MCW for the majority of the semester for which they are planning to travel.
- 3. The student must be the first author on the research to be presented.
- 4. The student must provide evidence that the research was accepted for either a poster or oral presentation at an international meeting. If this is not available by the deadline, a signed letter of intent with signatures from the student's PI and department chair will be accepted in its place. Proof of abstract acceptance must be provided prior to award disbursement.
- 5. The student completes and submits the application.
- 6. All completed applications are due to the Graduate School (<u>gradschool@mcw.edu</u>) by the June 30th (Fall conference) or December 31st (Spring conference) deadlines listed above.