



UNIVERSITY
of HAWAII®
MĀNOA

Dean's Travel Fund For Medical Student Research Presentation at Professional Conferences/Meetings

The Dean's travel fund for medical student research presentation is administered through the Office of Student Affairs. The fund exists to provide supplementary support to medical students who have been invited to present the results of their research efforts at a professional conference or meeting.

Eligibility:

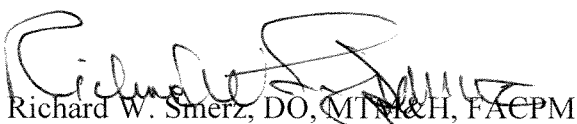
Student must be presenting, including poster, results of JABSOM generated research at a professional medical conference or meeting;
Student may be from MS-1 to MS-4;
Student cannot have been previously funded for another research presentation within the previous 12 months.

Requirements:

Student must fill out request for travel support from Dean's Travel Fund;
Student must obtain approval signatures of research mentor, as well as Course Director or Clerkship Director who will be affected by the student's absence prior to submittal to OSA for final approval;
Student must be in good academic standing;
Student will continue to be responsible for any missed academic requirements or content;
Funding will be used for meetings occurring within US or Canada only;
Other sources of funding must have been exhausted;
Student must submit request for funding at least 30 days prior to planned travel. At time of submittal to OSA, student must also provide a copy of formal acceptance, copy of submitted abstract, copy of conference brochure/program;
No post-meeting funding will occur after the fact, if pre-meeting request is not submitted including all required documentation;
Upon completion of travel and within 30 days, student must submit original receipts for airfare and conference fees, boarding passes, travel itinerary or e-ticket printout, and if credit card payments were made, copies of statements showing those amounts.

Limitations:

In order to insure that as many students can partake of this fund, the maximum amount of funding available for any one student is **\$500** to cover only economy round trip airfare and conference fee;
Only one student per project will be funded;
Funds are supplemental only.


Richard W. Smerz, DO, MTM&H, FACPM
Director, Office of Student Affairs

