



Cornell University
College of Veterinary Medicine
Office of Graduate Education

CVM Graduate Student Conference Grant Top Off

The College of Veterinary Medicine provides travel grants top offs to graduate students who are awarded a conference grant through the Graduate School.

The Office of Graduate Education will top off graduate school conference grants up to \$500 per award. As additional incentive, if the student is able to secure and document additional funds for conference travel from the conference sponsor, the Office of Graduate Education will award funds up to \$600 per conference.

Graduate Student Eligibility:

- Recipients must be enrolled full time in a graduate degree program, and be a registered student during the semester in which the conference takes place.
- Students must be presenting a paper or poster at the conference for which funds are requested. In the event of dual authorship of a paper / poster accepted for presentation, only the presenting author may receive an award.
- If the student is taking a course, it must be one for which the student applied and was selected to attend, as well as approved by their special committee chair. In this instance the Office of Graduate Education will cover \$500 of the course fees and or travel.
- Only one award during each year (July 1 – June 30) will be considered.
- Recipients of the College of Veterinary Medicine Graduate Student Conference Grant top off can *only* be graduate students whose Special Committee Chair is appointed to the College of Veterinary Medicine (unless student is a combined degree student).

Application Procedure:

- Submit Conference Grant Application to the Graduate School. Form located [here](#), or here <https://www.gradschool.cornell.edu/forms>
- You **MUST** submit the completed application to the Graduate School by the first of the month prior to conference month. For example, a conference start date in April your application is due March 1st, a conference start date in November your application is due October 1st.
- Applications received after the deadline date listed below may not be awarded.

Notification of Awards: The Graduate School will notify you of your award the day the award is reflected on your bursar account. You may in turn notify Cindy Grey cmk26@cornell.edu of your award if you are interested in receiving a top-off.

Top Off reimbursement: Within 30 days after the conference or course attendance the graduate student must submit the following to the Office of Graduate Education:

- Conference program or conference nametag showing their name as presenter or course registration information.
- **Original** receipts covering travel, conference or course fees, lodging or meals.
- Statement of funds received from all other sources for attending the conference or course.