



Office of the Vice President for Research and Innovation

### APPLICATION FOR GRANT

DLSU Science Foundation Funding for Registration Fees in International Conferences

Term \_\_\_\_\_ A.Y. \_\_\_\_\_

A faculty member may apply for funding to cover registration fees to present a paper in an international conference. This grant can only be availed of once an academic year for a maximum amount of **US\$800**. To qualify, the faculty member must satisfy the following:

- He/She is a **full-time** teaching faculty member of DLSU.
- He/She must have an accepted paper to be presented in an international conference.
- He/She must obtain official permission to attend the conference. (Please attach approval from Provost)
- He/She has updated his/her DLSU Faculty Web page (first time applicant must attach the printout of the updated faculty webpage)

Name of Faculty Member: \_\_\_\_\_

Department/Campus: \_\_\_\_\_ Rank/Status: \_\_\_\_\_

Title of paper to be presented in conference: \_\_\_\_\_

Basis for paper acceptance (please tick ☒ ) ☐ full paper ☐ extended abstract ☐ abstract

Was paper subjected to a review process ( please tick ☒ ) ☐ yes ☐ no

(Please attach acceptance letter, copy of full paper, and reviewers' comments, if any)

UN Sustainable Development Goals related to paper (if applicable): \_\_\_\_\_

Title of conference to be attended: \_\_\_\_\_

Date and place of conference to be attended: \_\_\_\_\_

Date of trip (including travel days): \_\_\_\_\_

Registration fee\*:  Mode of Payment: ( ) On-Site ( ) Credit Card\*\* ( ) Bank Transfer\*\*\*

(\*Currency in the conference \*\*Attach photocopy of the statement of account (SOA) and the official receipt)

\*\*\* (Attach photocopy of the bank transfer.)

Name, date, and place of last conference for which a DLSU-SF grant was received for registration fees:

\_\_\_\_\_

Applicant's Signature

Date

Endorsed by:

Department Chair/Unit Head

Dean

Approved by:

**Prof. RAYMOND GIRARD TAN, Ph.D.**

Vice President for Research and Innovation

**BR. RAYMUNDO SUPLIDO FSC**

President, DLSU-Science Foundation

Note: Grantee must submit a Certificate of Attendance to the DLSU Science Foundation upon completion of the activity. If the co-authors who are also DLSU faculty members wish to apply for registration fees at the same conference, the grant will be divided equally among the DLSU co-authors applying for funding. However, even if there are co-authors from DLSU but only one is requesting funding, then the entire grant will be awarded.