

Fiscal Support Policy

Graduate Student Travel Support

Intercampus Travel – Funds are limited to travel to other UC campuses and are restricted to transportation costs associated with research (airfare fees NOT covered with a maximum of 1 trip and \$250 per year). Grants are considered on a first-come, first serve basis with priority given to faculty research. Attendance at conferences or presentation of seminars is NOT allowable. Faculty consulted and the title of the project will be required. Intercampus Exchange Program applications are located in the mailroom, CPMC 176.

Request for Departmental Resources

Course/Activity Support – Funds are intended to support instructional activity. The Request for Departmental Resources form needs to be signed by a faculty sponsor and approved by the Department Chair or MSO before it is returned to the Fiscal Office. The forms are located in the mailroom, CPMC 176, and are also downloadable on the intranet.

If the request is for honoraria*, provide the person's name, Social Security number, home address, citizenship, and visa type (if applicable).

*** Students should NOT pay honoraria directly. The Graduate Advisor, Diana Platero, MUST approve payments for honoraria in advance; and payment must be processed through the campus Office. We cannot reimburse any student for honoraria he/she has provided to their guest.**