

## Sample DSCC 2020 Student Participation Award Application Form

### (a) Applicant Information

**Full Legal Name:** Michael J. Smith

**Academic Institution:** Unseen University at Ankh-Morpork

**Department:** Agricultural Engineering

**Current Mailing Address:** 123 Main Street, Small Town, MS, 123405, USA.

**Phone Number:** 123-867-5309

**Email Address:** MyName@MyPlace.com

### (b) Advisor Information

**Name:** Richard A. Jones

**Title:** Professor

**Academic Institution:** Unseen University at Ankh-Morpork

**Department:** Agricultural Engineering

**Work Address:** 345 Dark Alley, Ankh-Morpork, NY, 234567, USA

**Phone Number:** 234-867-5309

**Email Address:** AdvisorName@UU.edu

### (c) Paper Information

**Number:** DSCC-1234567890

**Citation:** Smith, M. J., and Jones, R. A., 2020, "A Multivariable Control-Theoretic Approach to Yield Maximization in Mango Orchards: Theoretical and Experimental Results".

### (d) Participation in DSCC 2020:

**Will the paper be presented by student?** Yes, I will present the above paper.

**Will you attend the Division Meeting at DSCC?** Yes, I will.

### (e) Estimate of Participation Expenses for which a Participation Grant/Reimbursement is Requested\*,

\*\*:

Expense Type	Expense Amount	Additional Notes
Conference registration	\$xxxx	Additional notes go here. <b>Please note that you must attend DSCC 2020 as an officially registered attendee.</b>
Other	\$xxxx	Additional notes go here

\*List items for which support is requested. The expenses for which the participation grant is requested must not be reimbursed through other means.

\*\* Please keep the original receipts. You may need to submit copies of all receipts after the conference.

Please send this form to: [dsc2020.studentsapp@gmail.com](mailto:dsc2020.studentsapp@gmail.com) WITH a letter from your advisor (PDF preferred). Please include (1) DSCC paper number and (2) Student's name in the subject line.

## **Sample Support Letter from Academic Advisor**

Please note that this letter must be written and signed by your advisor.

Paper #:

Applicant name: Michael J. Smith

This letter confirms:

- That the applicant was a student on 04.01.2020.
- That the applicant is the first author or the presenting author, if the first author is not requesting support, for a paper accepted to DSCC 2020.
- That the applicant will attend DSCC 2020, and will participate in its oral presentation.
- That the expenses for which the applicant is requesting a participation grant are not paid for through any other means.

[Advisor Name]

[Date]

[Signature]