



**College of Fine Arts and Communication  
Student Travel Support Request**

**TU Student Requestor:** \_\_\_\_\_ **Requestor TU ID#:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Towson E-mail:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Expected Graduation Date:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Advisor:** \_\_\_\_\_

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| <p>Is traveler the requestor, if not please indicate who?<br/> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Other:<br/> Is traveler a US Citizen or Permanent Resident Alien?<br/> Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
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**Destination:** \_\_\_\_\_

**Date of Departure:** \_\_\_\_\_

**Date of Return:** \_\_\_\_\_

**Purpose of Travel:** \_\_\_\_\_

**Estimated Cost** (List ONLY costs seeking funding for; upload documents to Tiger Travel if available):

Transportation: \_\_\_\_\_

Registration: \_\_\_\_\_

Lodging: \_\_\_\_\_

Meals: \_\_\_\_\_

Other: \_\_\_\_\_

**Total: \$** \_\_\_\_\_

When you return from your trip, please write a brief narrative (200-500 words) sharing where you went and for how long, explaining how your travel experiences relate to your creative activity/research or enhanced your understanding of and commitment to your field of study. You will also need to upload a .jpeg file of a photo you took while on your trip to your Travel Expense Voucher.

I am very interested in what happens to you and what you learn. In addition, I will share your observations with the trustees of the Kaplan estate so they can appreciate Dr. Kaplan's continued positive impact. Please upload your narrative as a word document with your expense voucher when you return.

**Interim Dean Greg Faller**

**Required Signatures of Approval:**

Student Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair: \_\_\_\_\_ Date: \_\_\_\_\_