

Student Travel for Research Presentations

Marshall University Joan C. Edwards School of Medicine encourages medical students to become involved in research or other scholarly presentations. Subject to available funding and state travel guidelines, students may apply for one-time travel funding not to exceed \$1,200.00 during the course of their medical education at Marshall. This policy outlines the requirements, procedures and limits of institutional travel support for medical students. Students are also encouraged to apply to appropriate societies within their research area that might offer travel awards. Please contact the Office of Student Affairs at 304-691-1730 if you have any questions.

1. Students must be in good academic standing, carrying all passing scores, and must receive an excused absence from class or clinical work, the documentation of which should be provided to the Office of Student Affairs.
2. The research has complied with all federal, state, local and institutional laws, regulations, and guidelines.
3. The student is the primary author of the accepted abstract/paper OR the presenter of the research.
4. The mentor/research sponsor's department is obligated to provide financial support to cover one-half of travel expenses.
5. The student must submit an application to the Associate Dean for Student Affairs that includes a copy of the abstract, verification of acceptance, meeting dates and location at which the research is to be presented, and an itemized cost of attendance prior to making any travel plans.
6. Students must work with the Office of Student Affairs located in the Byrd Clinical Center in making travel plans in order to assure that all appropriate state guidelines are followed.
7. Marshall University Joan C. Edwards School of Medicine must be cited in the poster/presentation as the student's sponsoring institution.

Approved: Marie Veitia, PhD
Effective Date: October 1, 2012