The ECE Department has set aside a limited amount of money for the academic year to support Ph.D. student travel for those who have achieved Ph.D. candidacy (passed both the Math and ECE Qualifying Exams). These students are the only ones that are eligible for this benefit, and they must act in accordance with the following guidelines:

1. Awards are made on a first come-first served basis and should be requested at least two (2) weeks in advance of the travel date. All awards must be approved prior to the date of travel.
2. The ECE Department will contribute a baseline maximum of $250.
3. The ECE Department then additionally contributes, up to a maximum of $250, to a matching fund with the Ph.D. student’s advisor. For example, if a student requests $600, the ECE Department will contribute the initial $250. Any additional money must be shared between the advisor and the ECE Department. Therefore, the remaining $350 is split equally between the ECE Department ($175) and the advisor ($175). The ECE Department’s contribution to the student’s travel costs will not exceed $500.
4. Travel must be to a regional, national, or international conference that provides recognition to the Ph.D. student, the ECE department and to Boston University.
5. The paper must be accepted for presentation and actually be on the conference agenda.
6. Only one award is given to a student for the duration of their study. If a Ph.D. student has previously received a travel award, even if it was in a different academic year, they are not eligible for another.

Requests for funding must be submitted in writing, accompanied by a copy of the abstract, and a letter of acceptance of the paper for presentation at the conference. Funding requests must include the anticipated amount of faculty financial support to be provided, if any, and the grant source number to be charged. Letters should be submitted to me through Carly Marchioni, Academic Programs Administrator, for consideration.

Please contact me if you have any questions.