

Department of Kinesiology

Graduate Student Professional Development Fellowship Form

Student Information

Program Name and Degree Level	Name:	MS PhD GC
Student ID		
Last name, First name, Middle Initial		
Current Address (street, city, state, zip)		
Phone & MSU E-mail	Phone:	MSU E-mail:
Advisor Name & E-mail	Name:	E-mail:
Have you received KIN travel funds this academic year? (Fall-Summer) YES in the amount of \$ _____ NO		

Conference & Travel Information

Name of Conference		
URL for the conference		
Conference Dates / Presentation Date or NA	Conference:	Presentation:
Location of Conference (city, state)		
Title of Paper (attached abstract) or NA		
Accommodation Location (Hotel/Host name)		
Accommodation Address		Telephone:
Emergency Contact Name		
Emergency Contact Telephone		E-mail:

Instructor Absence/Substitution Information

Are you teaching this semester	Yes No	
If yes, are your classes covered & the Instructor of Record has been notified?	Yes No	
Course number and name	Number:	Name:
Days and Times impacted	Days:	Times:
Lesson plans provided to sub?	Yes No	
Name of substitute		E-mail:

Approval Information

Chairperson's Approval & Signature	Yes No	
Funding amount	\$300 \$\$600	

Important Note: Fellowships are considered taxable income. Fellowships awarded to U.S. citizens, and some from countries with special arrangements with the U.S. Government, DO NOT have taxes withheld from them, prior to disbursement. You will receive a tax statement in STUINFO at the end of the calendar year listing all funds awarded before December 31.

If I accept this award and leave the University during the semester of the award or otherwise fail to meet any requirements of the award, I agree to reimburse Michigan State University for all fellowships received during that semester.

Student Signature _____ Date _____

Tuition Residency: In-State Out-of-state (Residency status at time of admission)

If an international student, what is your home country? _____

If U.S. citizen, do you also receive Federal Financial Aid? : Yes No

Note: This fellowship will reduce your financial aid package if you receive federal student loans. If your loans are impacted, take your award e-mail to the Office of Financial Aid to have the funds released if the fellowship is related to the pursuit of your education, such as conference presentations and conferences events.