

## Conference Attendance Form

Form #	SR-100-F1	Revision #	01
Accessibility level	A	Effective date	Jan. 20, 2021

Applicant Name:	Date:
Department:	College:
<b>CONFERENCE DETAILS</b>	
Conference title:	
Acceptance date:	
Conference Location and Dates:	
Applicant order among authors:	
Mention all authors (in order):	
1)	
2)	
3)	
<b>ESTIMATED EXPENSES FOR ATTENDING CONFERENCE</b>	
<b>ITEM</b>	<b>ESTIMATED COST (SR)</b>
REGISTRATION FEES:	
TRAVEL EXPENSES:	
VISA(S) EXPENSES:	
ACCOMMODATION EXPENSES:	
PER-DIEM (NUMBER OF DAYS X PER DIEM SCALE):	
<b>TOTAL ESTIMATED REIMBURSEMENT REQUEST:</b>	
Applicant's Signature:	Date:
<b>College Research Committee:</b>	
Committee Recommendation	Approve: <input type="checkbox"/> Reject: <input type="checkbox"/>
Committee Chair Signature:	Date:

**Required Attachments:**

- 1) The accepted conference paper.
- 2) The acceptance letter.
- 3) The applicant's CV.