

Graduate Student Travel Fund - Fall 2026

*****BEGINNING SUMMER 2026***** - To make the application process less cumbersome and to ensure that we are being fiscally responsible, the eligibility and application requirements have been updated. ***Please read the information below carefully and review the scoring rubric linked below.***

Description

The Graduate Student Travel Fund (GSTF) is a competitive award that provides financial support to SDSU graduate students **traveling within the United States** (this funding excludes international travel) to either:

1. **Present** their own research or scholarship or showing their own creative work(s) at a professional meeting/conference (a copy of the conference acceptance must be attached to the application at the time of submission); **or**
2. **Gather research** towards the culminating experience (e.g., thesis, dissertation, project)
 - This *does not include* traveling to attend a conference to gather research.

The GSTF is funded by Associated Students and managed by the College of Graduate Studies (CGS).

The GSTF award is a reimbursement of **actual** costs and the maximum award (amount reimbursed) is \$1,000. Awardees will be reimbursed for *only* the following costs:

- Transportation
- Lodging
- Conference registration

Read This Before Applying

By design, this award is a reimbursement award. In most instances, students will not know they are awarded until travel is completed, which means students will be responsible for costs up front. Please plan accordingly.

The competitive review process results in many qualified applicants not being selected for funding. This is because Associated Students only has a set amount of funding for this award program.

Due to the volume of applications, **feedback will not be given to applicants after decisions are announced**.

2026-2027 Cycles

For the 2026-2027 academic year, approximately \$90,000 is available to support graduate student travel during the three award cycles. The maximum award (amount reimbursed) is \$1,000 and must be used within each cycle's designated travel dates (see table above).

The travel dates for the **Fall 2026 cycle are September 1 - December 31, 2026**, and the Google Form application will **open on Tuesday, September 8, 2026 and close on Friday,**

October 30, 2026, at 11:59 pm Pacific Time.

- If a student is graduating in the summer term, SDSU policy dictates that enrollment is expected at SDSU Main Campus or SDSU Global Campus. For graduate students not graduating in the summer term when a summer application for travel funding is filed, it is expected that they will have already enrolled in their upcoming fall courses. *Please read the Eligibility Requirements below.*

It is the student's responsibility to complete the submission of their application before the deadline. Applications submitted after the deadline will *not* be considered.

Please reach out to grad.scholarships@sdsu.edu if you have any questions.

* Indicates required question

1. Email *

Eligibility Requirements

To be eligible for the GSTF award, you must:

- Be an SDSU graduate student **enrolled in units** at SDSU Main Campus or SDSU Global Campus and have a minimum cumulative GPA of 3.0.
 - SDSU Main Campus students pay **tuition and fees** and Associated Students, which funds the GSTF, is supported by Mandatory Fees.
 - SDSU Global Campus students pay a \$19 per unit fee to Associated Students.
 - Continuous enrollment (fall/spring) must be met, ***however, if the travel is occurring in the summer***, summer enrollment is not required for this award, though please check your program's requirements. Of course, if a student is graduating in that summer term, SDSU policy dictates that enrollment is expected at SDSU Main Campus or SDSU Global Campus.
 - For graduate students not graduating in the summer term when a summer application for travel funding is filed, it is expected that they will have already enrolled in their upcoming fall courses.
- Be **presenting** at a conference (e.g., poster, paper, or oral presentation)
 - Simply attending a conference is *insufficient to qualify for the GSTF funding, or*
- Be **traveling to gather research** towards the culminating experience (e.g., thesis, dissertation, project)
 - Traveling to a conference to gather research is *insufficient to qualify for GSTF funding.*
- Have a minimum cumulative grade point average of 3.0.
- Be in compliance with the Student Code of Conduct and/or their program's Graduate Professional Standards (see below).

Restrictions

GSTF funding may not be used for:

- International travel. This award is for **domestic travel (i.e., within the United States) only**. Please visit this [website](#) to learn about funding from Associated Students for international travel.
- Travel for SDSU coursework, coursework at other institutions, or attendance at training conferences/programs.
- Travel for simply attending a conference or attending a conference only for research (i.e., **not presenting**).

If a student has been awarded the GSTF scholarship in the past year (spring 2026 or summer 2026 cycles), they are restricted from applying for the fall 2026 cycle of the GSTF.

Criteria for Review

The primary criteria used to evaluate applications are:

1. Elementary evidence of academic merit (Graduate Cumulative GPA).
2. Is dependent on the reason for travel:
 - **If travel is for a conference:** Level of student's participation.
 - **If travel is for research:** Student's statement how GSTF would enhance their education and advance their long-term goals.
3. Strength of faculty letter of support
 - See Review Proces for details about the faculty letter of support.
4. If the application submission followed the instructions/guidelines outlined on this website.

Here is a [pdf of GSTF Fall 2026 Application Rubric](#). **Please review it carefully.**

Review Process

Applications that meet all eligibility criteria above are reviewed and scored in accordance with the GSTF rubric. An advisory committee then meets with the Graduate Dean to review the top-scored applications and determine each cycle's awardees.

***Note*:** *Beginning with the summer 2026 cycle, a letter of support from the student's faculty mentor/PI or graduate program advisor/director is required as part of the application form. (A list of graduate program advisors/directors can be found [here](#).)*

The faculty letter of support should be ***no more than 500 words*** and should address the following:

- The faculty's relationship to the student (e.g., faculty advisor, dissertation chair, research mentor) and how long you have worked with them.
- The significance of the student's research, creative work, or scholarly activity and its current stage of development.
- The value of the proposed travel to the student's academic, professional, or research goals (e.g., presenting at a conference, conducting research, participating in professional development).
- The student's preparedness to benefit from the travel and the expected impact on their progress toward their degree and future career.
- If applicable, comment on the significance or competitiveness of the conference, research opportunity, or event.
- Any additional information that would help the review committee assess the merit of the application.

The letter's focus should be on the student's accomplishments, preparedness, and the anticipated impact of the proposed travel. Reviewers are most interested in concrete examples and evidence rather than general praise.

Important Reminders

[The Center for Student Rights and Responsibilities](#) and the student's home college will be consulted to ensure that potential awardees are in compliance with the [Student Code of Conduct](#) and/or their program's Graduate Professional Standards.

- **Award nominees and current awardees:** A nomination or award is subject to being deemed ineligible if (a) it is determined by CSRR that the student is in violation of the Student Code of Conduct and/or (b) if the program notifies CGS that the student has violated their program's Graduate Professional Standards.

2. First Name *

3. Last Name *

4. EMPLID (9-digit number beginning with a "1") *

If you do not know your EMPLID, please visit this [webpage](#) for instructions on how to locate it.

5. Curriculum Vitae *

Please attach a **pdf** of your CV.

Files submitted:

6. Graduate Program *

7. Degree Type *

Mark only one oval.

☐ Master's

☐ Doctoral

8. First and Last Name of Faculty Mentor/PI or Graduate Program Advisor/Director *

If you do not have a faculty mentor or PI, please put your graduate program's advisor/director's first and last name. You can find a list of graduate program advisor/directors [here](#).

**If you are awarded* the College of Graduate Studies will reach out to this faculty to confirm that your travel costs have not been covered by other funding.*

9. sdsu email address for Faculty Mentor/PI or Graduate Program Advisor/Director *

10. Faculty Letter of Support *

Please upload a letter from your faculty that is in support of your travel and describes why the travel is important to your research/scholarship in your designated major field of study.

Files submitted:

11. Anticipated Graduation (term and year) *

E.g., fall 2026, spring 2027, summer 2027, etc.

Application Information

12. Travel Dates *

Please be as precise as possible. This award cycle is **only** for travel from **September 1** to **December 31, 2026**.

13. Travel Destination *

Dropdown

The Graduate Student Travel Fund *does not support international travel.*

Mark only one oval.

- ☐ Within the State of California
- ☐ Another U.S. state or territory

14. Travel Destination City and State *

15. Do you have support from other sources (e.g., scholarship, faculty mentor's grant, etc.)? *

Mark only one oval.

- ☐ No
- ☐ Yes - PI Funds
- ☐ Yes - Scholarship Funds
- ☐ Other:

16. Reason for Travel *

*The Graduate Student Travel fund ***does not support*** travel for: simply attending a conference **or** attending a conference just for research. You must be presenting at the conference.*

Mark only one oval.

- ☐ Invited to present a poster, paper, or oral presentation at a conference.
Skip to question 17
- ☐ Gather research towards the culminating experience (e.g., thesis, dissertation, project). *Skip to question 24*

Conference Attendance

17. Name of Conference *

18. Website for conference *

19. What are you presenting at the conference? *

Mark only one oval.

☐ Paper

☐ Presentation

☐ Poster

☐ Unsure

☐ Other:

20. Are you first author on your paper/presentation/poster? *

Mark only one oval.

☐ Yes

☐ No

☐ Unsure

21. Have you presented at a conference before? *

Mark only one oval.

☐ Yes

☐ No

22. If yes, what did you present?

Mark only one oval.

☐ Poster

☐ Paper

☐ Oral Presentation

23. Please attach a **pdf** of your conference acceptance. *

Files submitted:

Project Information

24. Project Title *

25. Please provide an abstract of your project in lay terminology. (3,000 character/500 * word max.)

The project abstract should be non-technical and written in accessible language appropriate for a multidisciplinary review committee (e.g., a Three-Minute Thesis or elevator pitch).

26. Is IRB or IACUC approval required for your project? *

Mark only one oval.

☐ Yes

☐ No

27. If yes, please attach your IRB/IACUC approval documents.

Files submitted:

28. How will this funding opportunity enhance your graduate education and advance your long-term goals? (1,500 character/250 word max.) *

29. Are you traveling with others? *

Mark only one oval.

☐ Yes

☐ No

30. If yes, who else are you traveling with?

Please list everyone you are traveling with and their relationship to the conference or field work.

*The GSTF award **does not support travel with an entire cohort**.*

31. Are you splitting any travel costs with those your traveling with? If so, please describe below. *

32. Total Cost of Trip *

33. Total amount requested for your portion of travel (maximum \$1,000) *

34. Amount requested for transportation *

You must attach either a receipt or quotes/estimate with cost at the end of the application.

35. Amount requested for lodging *

You must attach either a receipt or estimate with cost at the end of the application.

Note: The CSU Travel Policy states the maximum nightly lodging rate for domestic travel based on actual expenses incurred [may not exceed \\$333 per night](#), excluding taxes and other related charges.

36. Amount requested for conference registration (if applicable) *

If applicable, you must attach either a receipt or estimate with cost at the end of the application.

37. Attach documents supporting your travel costs (receipts, and/or any quotes/estimates) as **one combined pdf**.

*

Files submitted:

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