

TRAVEL/RESEARCH FUNDING INFORMATION FOR MS PSYCHOLOGY STUDENTS

As research is a core component of this program, we encourage our students to conduct and present research at national and international academic conferences. As such a number of options exist for funding research (e.g., participant payment, supplies, equipment) and conference travel expenses.

Additionally, you may be able to apply any unused funds towards travel expenses for doctoral program interviews. However, please note, that the Psychology faculty expect students to utilize the majority of the allotted funds for conference travel and research (as it is unlikely that students will be interviewed by doctoral programs if they have not conducted and presented their research). As with the other funding requests, your advisor and Director must approve this request and you must explain why you have remaining funds for this type of request.

- 1) MS Psychology Program Funding.** The MS program makes available approximately **\$1,000** per year in travel/research funding to each student. Please complete the appropriate form on our website and submit to the MS Psych Director (kmickel1@asu.edu) - (<https://newcollege.asu.edu/advising/graduate/masters-in-psychology>).
- 2) Innovations in Psychological Research (IPR) Grant.** As a way to enhance the research and grant writing experience for ground MS Psychology students, the MS Psychology program will offer four grants of up to \$1,250 (two in Fall semester and two in Spring semester) for innovative student research (hereafter referred to as the IPR grant). These grants will allow students to conduct research that they might normally not be able to carry out with their traditional research funding through the MS Psychology program. Please complete the appropriate form on our website and submit to the MS Psych Director (kmickel1@asu.edu) - (<https://newcollege.asu.edu/advising/graduate/masters-in-psychology>).

Fall deadline: October 15th **Spring deadline:** February 1st

- 3) Poster Printing.** The SAM Lab has a poster printer that MS Psych students may utilize to print up to 2 posters per year; please refer to the SAM Lab policy on requesting the printing of posters (https://newcollege.asu.edu/sites/default/files/advising/documents/sam_lab_poster_printing_policy_spring_2019.pdf). Alternately, students may use their allotted travel funds to print at poster at ImageWorx (Address: 4231 W. Thunderbird Road; Phone: 602-439-1267; email your poster as a PDF file with a size of 48x36 inches to Donna at mkgraphics@mindspring.com) for the printing and receive an invoice from the store so that Abby or Gloria can use the PC card to make the payment.
- 4) ASU Graduate Education Travel Grants.** ASU's Division of Graduate Education makes a limited number of travel grants available to students presenting at conferences. These grants typically cover airfare from Phoenix to the conference location and conference registration. This award has four application deadlines per year and must be applied for well in advance of the travel date. Applications must be submitted to the director of the graduate program. See <https://graduate.asu.edu/awards/travel> for more information and deadlines.

- 5) **Graduate and Professional Student Association (GPSA) Travel Grants.** ASU's graduate student association offers a variety of travel awards available. Individual travel awards (to conferences) are up to \$950 and have a monthly application deadline. Group travel grants are for teams of student researchers presenting a symposium or other group project. Interview travel grants are need-based grants made available to students who require funds in order to travel to an academic interview (e.g., at a PhD program). Details and application materials can be found at <http://gpsa.asu.edu/funding>. Priority for funding is often given to those who volunteer for the GPSA. Please note: The deadlines for these are often several months prior to the conference or PhD interview (i.e., in October) – you can still apply even if you do not know about your acceptance to a conference or invitation to interview.
- 6) **Psi Chi Travel and Research Funding.** Members of Psi Chi are eligible to apply for many travel and research grants and awards. See here for a listing of available awards and grants for graduate members of Psi Chi: https://www.psichi.org/?page=2_graduate_main#.WZdqAT6GNhE. If you are already a member of Psi Chi from your undergraduate days and want to switch your membership chapter here to our ASU West Psi Chi chapter as a graduate student, get in touch with the Psi Chi Faculty Advisor (*Natalie Fabert*; nfabert@asu.edu) who can help you with this. If you've never been a member of Psi Chi and want to become a member, our chapter does an induction process and ceremony every spring. Look out for the email from Dr. Fabert early in the spring semester about how to join if you want to become a member.

Funding Priorities for Psychology Program Fee Monies (not rank ordered)

- **Presenter at a professional conference**
- **Co-authorship on a conference presentation**
- **Thesis/Applied Project research expenses**
- **Doctoral program interview expenses** (only if monies remaining after prior travel/research expense requests)
- **Attending only at a professional conference** (no funding)

How to Get Reimbursements

Typically, to get a reimbursement for research expenses, you need to submit the original receipt and justification (and a log for the gift cards) to Gloria for reimbursement. For travel reimbursement, you will need to set up a Travel Profile and use the Concur program to submit a Travel Request (prior to travel) and an Expense Request (after travel). No advances are given for travel to conferences. Please see the following PowerPoint on information about reimbursements and the Concur system: [How to get reimbursements and use Concur \(PPT\)](#)

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