Intentional Learning Plan
Proposal to Support Student Travel Other than for Conference Presentations

Faculty or staff may request funds to support student travel for reasons other than presenting at a professional conference. While these funds are limited, the Intentional Learning Plan Steering Committee will review requests that are submitted using the following as a criteria guide.

1. Indicate student’s contact information (include name, major, gpa, email address) and whether the student is an undergraduate or graduate student;

2. State explicitly the connections between this experience and the Intentional Learning Plan learning outcomes (available at intentionallearning.wcu.edu) and other program learning outcomes to be addressed and assessed as part of this travel experience;

3. Indicate the specifics of the experience, e.g., what the selected student will be doing while at the event/venue;

4. Indicate a budget/outline of anticipated expenses;

5. Include a statement about follow-up activities and dissemination of results from this experience;

6. Provide the eligibility or selection process/qualifications student needs to meet, if there are any;

7. Indicate other sources of funding, e.g., department, college, private funds, etc.

Applications will be accepted on a rolling basis in the Fall and Spring semesters. However, requests that are time-sensitive should be submitted well in advance of required deadlines.

Please send electronically or paper copy to:

Dr. Carol Burton, Intentional Learning Plan
Associate Provost for Undergraduate Studies
550 HFR
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227-7497