

**Graduate School – Wichita State University  
Special Research Award – Student Travel  
Recruitment Documentation**

**Purpose:**

This form is intended for students who have applied for and been approved for travel funding to attend a conference, and who agreed on that travel award application form to spend at least an hour of the conference engaging in recruitment activities. If this form is approved, an additional \$100 will be awarded to the student.

**Name:** \_\_\_\_\_ **myWSU ID:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Conference Title:** \_\_\_\_\_

**Conference Location:** \_\_\_\_\_

**Dates of Conference:** \_\_\_\_\_

**At the above conference, I participated in the following recruitment activity:**

Staffed a recruitment table from \_\_\_\_\_ (am/pm) until \_\_\_\_\_ (am/pm) (enter times)

Engaged with \_\_\_\_\_ students at the undergraduate poster session (enter number of students and provide their name)

\_\_\_\_\_

**Faculty/Staff member supervising recruitment activity:**

**I certify that the above named student completed the recruitment activity indicated. \_\_\_Yes \_\_\_No**

If No, please explain: \_\_\_\_\_

Faculty/Staff member name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_