



## Preeminent Postdoctoral Program (P3) Professional Development Support Request Form

Through an Exceptional Funding Request, the UCF College of Graduate Studies has been allocated funding to support new postdoctoral scholars at UCF. During their two years as a P3-funded postdoc, each P3 scholar will be eligible to apply for and use funds (up to \$5,000) to attend and utilize future-dated professional development opportunities. Please note, it is UCF policy that a Spending Authorization must be in place before any conference-related travel purchases are made.

### Eligibility

Postdoctoral scholars funded by P3 can apply for professional development funds during their tenure as a UCF postdoc. PLEASE NOTE: The funds are to be used by postdocs after they have been in their position for at least two months.

### Required Information from Postdoctoral Scholar

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Email address: \_\_\_\_\_ Contact phone number: \_\_\_\_\_

Mentor first name and last name: \_\_\_\_\_

Name of professional development opportunity (no acronyms): \_\_\_\_\_

Travel dates (if applicable): \_\_\_\_\_ Location (specify virtual as needed): \_\_\_\_\_

Explain how the above-named activity will benefit your professional development:

Costs:    Registration \_\_\_\_\_    Airfare \_\_\_\_\_    Hotel \_\_\_\_\_    Parking \_\_\_\_\_    Mileage and Tolls \_\_\_\_\_  
          Taxi/Ride Share \_\_\_\_\_    Car Rental \_\_\_\_\_    Meals \_\_\_\_\_    Other \_\_\_\_\_

By signing below, I certify that the information provided is complete, true, and correct to the best of my knowledge.

Postdoctoral Scholar signature \_\_\_\_\_

### Mentor Approval

I approve of the above-named postdoctoral scholar's request for professional development.

Mentor printed name: \_\_\_\_\_ Mentor signature: \_\_\_\_\_

UPON COMPLETION: Submit to [Postdoc@ucf.edu](mailto:Postdoc@ucf.edu).

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved  Not Approved  Reason for Denial: \_\_\_\_\_

Approver signature: \_\_\_\_\_