

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 tenure as a UCF 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. **Per Florida Statute §112.061, travel must be approved in advance of the travel start. Requests for reimbursements after the travel takes place will not be approved.**

Eligibility

Postdoctoral scholars funded by P3 can apply for professional development funds during their tenure as a UCF postdoc. **Postdocs are limited to three uses per year.** 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 start date (if applicable): _____ Travel end date (if applicable): _____ Location (specify virtual as needed): _____

Link to agenda or itinerary if traveling: _____

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 _____
TOTAL COST: _____

By signing below, I certify the information provided is complete and correct and is not for travel that has already taken place.

Postdoctoral Scholar signature _____

Mentor Approval

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

Mentor printed name: _____ Mentor signature: _____

UPON COMPLETION: Submit to Postdoc@ucf.edu.

Reviewed by: _____ Date: _____

Approved Not Approved Reason for Denial: _____

Approver signature: _____