



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

DATE: August 9, 2021

RE: CEHHS Travel Support - AY 2021-2022

The CEHHS travel support is available for CEHHS graduate students. Travel support for regular, full-time faculty and staff is now determined by the department head. Except to continue to support graduate student travel, the previous assessment collected to support faculty and staff travel will be returned to the department.

Students will receive up to \$100 support for scholarship presentations, papers, posters, and abstracts at professional meetings. To request travel support, students must complete the following:

- [CEHHS Travel Form Request](#) or <http://cehhs.utk.edu/for-staff/>. Travel request not filled out completely will be returned for correction, which will delay CEHHS to process travel support.
- [Concur](#) is UT's travel management system and required to process request. Access Concur at <https://travel.tennessee.edu>.

Students can seek additional support through the [Graduate Student Senate Travel Award](#) (set deadlines each semester) and leverage CEHHS travel support. All requests must be made prior to the travel dates and comply with all related policies associated with this resource. More information regarding this fund and the required application can be found at [Graduate Student Senate Travel Award](#) or <http://web.utk.edu/~gss/travelawards/information.php>.

When several students are participating in the same presentation, the amount of funding per student could be reduced to ensure college resources to support students are distributed equitably across departments and programs.

For additional information or questions, please contact:

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