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Graduate Thesis, Dissertation, or Project

Support Program Spring 2015

**Introduction**

This program provides funding to graduate students to offset the costs associated with working on a thesis, dissertation, or project.

## Eligibility

Eligibility is restricted to **classified** CSUN graduate students in a state supported master’s or doctoral program, with a GPA of 3.25 or above. The maximum award granted is $1,000. Due to the limited funding for this program, students who are selected may receive less than $1,000. All applicants are required to have either a Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). ***Please note: International Students may have up to 30% withheld for Federal Income Tax.***

**Not eligible:**

1. Individuals who previously received support from this program.
2. CSUN staff receiving a university fee waiver.

## Budget Categories

Costs associated with travel to a research site, supplies, minor equipment, performance expenses and library searches are examples of expenditures that will be supported.

**Not allowed:**

1. Conference travel to present research. If presenting at a conference, please visit the following website to apply for a Graduate Student Travel Award: <http://www.csun.edu/research-graduate-studies/funding-sources>
2. Clothing, food, laptop computers or tablets.

## What must you do if chosen to receive support?

1. You must submit an itemized list of all expenditures by June 30, 2015.
2. International students need to contact Cyndi Paull from Risk Management at cyndi.paull@csun.edu or (818) 677-6830. For more information visit: <http://www.csun.edu/risk>.

2015 Graduate Thesis, Dissertation, or Project

Support Application

Please type the information and submit all materials in person or by mail to the address below:

**Office of Research and Graduate Studies**

**University Hall 265**

**18111 Nordhoff Street**

**Northridge, CA 91330-8222**

**(818) 677-2138**

 **Due by 5:00 pm on Friday, February 27, 2015**

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| Part I: Personal Information |

Name:

CSUN Email:

*\*Students will be notified about their funding request via their CSUN email three weeks after the deadline date.*

Phone: Student ID:

Graduate Program:

Master’s Student [ ]  Doctoral Student [ ]

Faculty Mentor:

Anticipated Semester of Graduation:

Units Completed:

Title of Thesis, Dissertation, or Project:

I hereby acknowledge that I am a classified student: [ ]  Classified

*\*Only classified graduate students are eligible to apply.*

Cumulative GPA:

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| Part II: proposal abstract |

On an **attached sheet**, describe within 300 words your thesis, dissertation, or project. Hand written text will not be considered. Be sure to address why your approach or question of interest is important. The quality of this abstract is important. Content and writing style will be considered.

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| Part III: budget justification |

List and describe each proposed expenditure and provide a total for each category.

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| **CATEGORY** | **AMOUNT** |
| Supplies:                           | $ |
| Minor Equipment: *\*Laptops/tablets are not allowed.*                      | $ |
| Travel:                           | $ |
| Library Searches:                           | $ |
| Performance Expenses (e.g. music, theatre):                       | $ |
| Other:                      | $ |
| **TOTAL** | **$** |

**These funds will be reported as income. CSUN’s Accounts Payable Office must report funds over $600 for tax purposes.**

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| Part IV: Certification and Authorization |

**The signature of your Committee Chair is required**.

 Committee Chair Name Extension

 Committee Chair Signature Date

 Applicant Signature Date

**Applications must be received in the**

**Office of Research and Graduate Studies no later than**

**5:00 pm on Friday, February 27, 2015**