

Dear Office for Undergraduate Research,

Student Name

presented at

Name of conference

held on

Conference date

This conference was a professional conference that met the guidelines listed at <http://our.unc.edu/students/funding-opportunities/conference-travel-award/professional-conference-guidelines/>, including:

- The conference must be sponsored by a professional organization or academic institution.
- The conference must not be specially designated for students (either undergraduate or graduate).
- A student participant must present in the same way that a professional participant would present.
- The student participant must be invited to present at the conference.
- The research must be associated with UNC-Chapel Hill and the research advisor must be a UNC-Chapel Hill faculty member.

Faculty Advisor  
Name

Faculty Advisor  
Department

*Please send completed form to [our@unc.edu](mailto:our@unc.edu) from your faculty email account.*