

School of Literatures, Cultural Studies, and Linguistics
Awards for individual speakers

Deadlines: Applications will be considered on a continuous basis, but must be submitted at least two weeks before the event.

Faculty members submitting an application are advised to contact the Instructional Coordinator as far in advance as possible to receive assistance with planning and publicizing the event.

Please submit application materials to Stephanie Chamberlin (saclarke@uic.edu), Room 1730 (Electronic applications preferred).

Date:

Name:

Unit/Dept.

Email:

Phone Number:

Date of Event:

Amount Requested: (Up to \$500)

Name and brief description/vitae of speaker*:

Paragraph explaining the importance of the event:

Department Head's Approval: (signature on form or email supporting event attached to electronic application)

List of Co-sponsors (if applicable) specifying the amount promised:

	\$
	\$
	\$
Total:	\$

Budget of event	
(should balance):	\$
	\$
	\$
	\$
Total:	\$

Signature Department Head

*Please note: It may not be possible to pay an honorarium to a non-U.S. resident / citizen. Please consult the Assistant Director of Operations for possible alternatives including the purchase of tickets, lodging, etc.