

**APPLICATION FOR POSTER PRINTING FUNDS  
JAMES MADISON UNIVERSITY DEPARTMENT OF PSYCHOLOGY**

The Department of Psychology is pleased to produce posters for Psychology Majors who will be presenting their research at professional conferences.

Students who receive these awards must contact Colleen Moynihan ([moynihcm@jmu.edu](mailto:moynihcm@jmu.edu)) for instructions.

Important points:

- ◆ Do not have your poster printed elsewhere (e.g., Kinko's or the JMU Copy Center); the Department of Psychology will not be able to reimburse you.
- ◆ Submit this form at least 1 week before your poster is needed.
- ◆ Posters should be submitted for printing at least 3 business days before they are needed.
- ◆ Students are responsible for picking up their finished poster.
- ◆ Students who have their poster printed by the Department of Psychology are expected to attend and present their poster at the professional conference specified below.
- ◆ Students who receive Departmental funds to print their poster are expected to present their poster at the Department's Annual Student Symposium. If the first author is unable to attend, they should arrange to have another author or the faculty member present the poster.
- ◆ Instructions regarding how to create a conference poster using PowerPoint are available at <http://creative.cisat.jmu.edu/faqs/buildaposterfrd.html> .

SUBMIT the completed application to Colleen Moynihan (Miller 1120) after your faculty supervisor has signed the form.

Date: \_\_\_\_\_

Name(s) of student(s): \_\_\_\_\_

E-mail address of student contact: \_\_\_\_\_  
(Provide the e-mail address of the student who will be submitting the poster for printing.)

Title of Poster: \_\_\_\_\_

Conference where poster will be presented: \_\_\_\_\_

Location and date of conference: \_\_\_\_\_

Name of faculty supervisor: \_\_\_\_\_

APPROVALS

Signature of student: \_\_\_\_\_

Signature of faculty supervisor: \_\_\_\_\_

Signature of department head: \_\_\_\_\_