

## North Carolina Academy of Laboratory Animal Medicine North Carolina - Veterinary Student Travel Award Program

### A. Program Objectives

1. This program is intended to increase awareness of the practice of Laboratory Animal Medicine (LAM) by assisting North Carolina State University – College of Veterinary Medicine (NCSU-CVM) students who have demonstrated interest in the field with the costs associated with attending a local or national professional LAM meeting.
2. The NCALAM Board of Directors will determine annually the number and amount of awards to be made.
  - a. Each award will consist of reimbursement of up to \$1500 towards registration, travel, meals and accommodation to attend an approved LAM meeting.
3. Whenever possible, the award should be presented to the student at the college's awards ceremony.

### B. Student Eligibility

1. Applicants must be Veterinary students in good academic standing at NCSU-CVM.
2. Applicants must be members of their local student LAM club [e.g., Student Chapter of the American Association of Laboratory Animal Practitioners (SCASLAP)], members of national LAM organizations (e.g., ASLAP, AALAS, etc.), and/or demonstrated participation in other LAM opportunities/employment.
3. A student may receive the award only once.
4. The following individuals are **not** eligible to receive a NCALAM - Veterinary Student Travel Award:
  - a. Immediate family members of current NCALAM elected officials or members of the NCALAM-Veterinary Student Award Committee (VSAC).
  - b. Substantial contributors to NCALAM, or immediate family members of substantial contributors

### C. Nomination Process

1. No later than September 1 in the calendar year preceding the proposed year of use, the NCALAM-Veterinary Student Award Committee (VSAC) Chair (or designee) will contact the veterinary student liaison at the NCSU-CVM, as well as the general NCALAM membership, to ask them to have interested students self-nominate.
2. Self-nominations must be received by **December 31<sup>st</sup>** and must include:
  - a. Full, current contact information
  - b. A current CV
  - c. An essay of up to 500 words describing:
    - Their interest in LAM
    - Participation in activities related to LAM and how these activities have influenced their interest
    - How the proposed meeting would add to their educational experience and help achieve their career goals
  - d. A letter of support from one CVM faculty involved in LAM or a NCALAM member
  - e. Estimate of expenses

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### D. Review and Selection Process

1. This program is coordinated by the NCALAM-VSAC. VSAC members are NCALAM members who are appointed by the NCALAM Board of Directors for up to 3-year terms.
2. Essays and CVs will be forwarded to VSAC members, who will rank all nominees based on criteria below. Rankings will be returned to the VSAC Chair (or designee).
3. The VSAC Chair (or designee) will tabulate results, determine the recipients, and:
  - a. notify VSAC members
  - b. notify NCALAM Board of Directors
  - c. determine how award winners will be notified
4. Deadline for selection of awardees is the first **January 31<sup>st</sup>** of the following year.
5. The VSAC is not required to make any awards if they deem that there are no suitable or qualified applicants.

### E. Selection Criteria

1. VSAC members will rank nominees based on the students' CV and essay, letter of support, and other documents, as applicable.
2. Demonstrated interest in the field of LAM will be judged in part by:
  - a. participation in extracurricular activities related to LAM, such as SCASLAP or other LAM clubs
  - b. participation in externships, summer programs, workshops and conferences in LAM or related areas
  - c. participation in laboratory animal research (employment or volunteering)
  - d. clarity of career goals as expressed in the essay
3. Reasonable justification for requested expenses

### F. Publicity

1. CVM Faculty will be encouraged to present the NCALAM Travel Award at an appropriate college awards ceremony or other public activity, and to announce the award to the student body in other appropriate ways.
2. The VSAC Chair will seek other modes of publicity, such as the NCALAM website or other publications.

### G. Records

1. A permanent record will be maintained by the NCALAM Secretary of all award recipients, their respective school, and the amount of their award.

Submissions and Questions: [NCALAMorg@gmail.com](mailto:NCALAMorg@gmail.com)