



New Mexico State University
Graduate Student Council
Conference Attendance Proof Form

*Please fill out and sign this form electronically using Adobe Acrobat. A **certificate-based digital signature** is required*

FORM 4

Domenici Hall Room 105
New Mexico State University
Las Cruces, NM 88003-8001
gscexecutiveteam@nmsu.edu

SECTION 1: PERSONAL INFORMATION

NMSU Full Name: _____ NMSU Email: _____ NMSU Student ID: _____

Form Submission Date (mm/dd/yyyy): _____ Student Phone Number: _____

SECTION 2: PROOF OF CONFERENCE ATTENDANCE

Instructions: Please provide **three (3) distinct proofs** of your attendance at the conference. These items will be labeled 4a, 4b, and 4c in your application packet.

- **Examples of acceptable proof include:**
 - o A conference agenda or program.
 - o A clear photo of the student at the conference (e.g., at the venue, by their poster).
 - o A photo of the student's official name tag.
- **Other documents** (such as a publication or a program listing with your name) may be accepted at the discretion of the GSC Executive Team.

Proof of Attendance 1 (Document 4a)

Conference Agenda or Program Photo of the student at the conference Photo of the student's name tag

Other (Please describe): _____

Please upload the proof in the box below

Proof of Attendance 2 (Document 4b)

Conference Agenda or Program Photo of the student at the conference Photo of the student's name tag

Other (Please describe): _____

Please upload the proof in the box below

Proof of Attendance 3 (Document 4c)

Conference Agenda or Program Photo of the student at the conference Photo of the student's name tag
 Other (Please describe): _____

Please upload the proof in the box below

SECTION 3: SIGNATURE

I hereby certify, under penalty of perjury, that the details provided on this form and all attached proofs of attendance are true, correct, and authentic. I confirm that I personally attended the conference specified in my application. I authorize the Graduate Student Council (GSC) to verify this information, and I acknowledge that submitting fraudulent information will result in a denial of funds and potential disciplinary action.

I further acknowledge that I understand the GSC's eligibility requirements for travel reimbursement and agree to abide by all relevant GSC policies

Applicant Signature and Date	Graduate Student Council Treasurer Signature and Date (For GSC Use Only)