Economics Ph.D. Student
Application for Travel Funds
Must be submitted a minimum 14 days prior to event.

Student Name: ________________________________
SID: ___________________ Email: _________________

Please provide the following information:

1) Where are you traveling?

2) Nature of the reason for travel (presentation of your research is required at a workshop/conference, etc.).

3) Dates of travel.

4) Amount to be requested for reimbursement.

5) You agree to follow UCSC Financial Affairs Travel and Reimbursement Guidelines and department guidelines and failure to do so will result in your application being retroactively denied. (Short but incomplete summary: you must pay for your own expenses, provide itemized receipts for expenses paid, bundled travel packages not allowed, expenses must reflect coach/economic/most economical mode of travel, provide proof of presentation—i.e., first page and table of contents of program. Remit “post travel” documentation to Leigh or Grad Programs Coord within 2 weeks of travel.)

Student Signature: _____________________________Date:________________

Advisor Approval: _____________________________Date:________________