



**STUDENT TRAVEL FUND EXPENSE REPORT**

**Date:**

**Student Name:**

**Student ID:**

**Destination:**

1. Expense itemization:

			Total Amount
Fares, Public transportation:	Taxi :	Air fare:	
Personal car mileage:	.50 per mile		
Meals :			
Lodging (Hotel without taxes):			
Hotel Taxes:			
Parking:			
Internet:			
Other:			
			Total \$

2. I certify that the expenses shown above are true, correct, and unpaid.

Student (printed)	Department	Student Signature	Date Signed
Faculty Research Mentor (printed)	Department	Faculty Signature	Date Signed