



# OFFER HOLDER DAY TRAVEL BURSARY

Please complete ALL sections of the form in BLOCK CAPITALS.

Please read the Terms and Conditions before filling in the form below.

Name: .....	A bank transfer will be sent to the account holder below:
UCAS ID: .....	Name on the account: .....
Date of event attended: .....	Name of bank: .....
Email address: .....	Address of bank: .....
Home address post code: .....	.....
If we have any queries, we will contact you based on the information you provide on this form. Please make sure it is correct.	Account number: _ _ _ _ _
	Sort code: _ _ _ _ _
	Signature: .....

The maximum award of the Offer Holder Day Travel Bursary for applicants is £150.

The reimbursement will cover travel for the applicant and one guest in attendance.

## JOURNEY DETAILS

Did you drive to visit us? Yes <input type="checkbox"/> No <input type="checkbox"/>	Cost of journey from home to campus via public transport:
Campus: Colchester <input type="checkbox"/> Southend <input type="checkbox"/>	Total: £ .....
You will be reimbursed 20p per mile.	<b>Claims will only be processed with valid receipts or tickets attached.</b>
You will be reimbursed for mileage (as the crow flies) <u>to and from</u> the campus you are visiting.	Screenshots of e-tickets and scans of your tickets are accepted.
You do not need to attach fuel receipts.	Train and/or bus travel must be at standard class and for no more than the applicant and one guest.

**TOTAL TO BE REIMBURSED £ .....**

Our team must have the bursary application form and relevant receipts within 30 days of your visit to be eligible for a refund.

Feel free to hand in your application form and receipts on the day of your visit, or scan/photograph and email them to us at [applicantbursary@essex.ac.uk](mailto:applicantbursary@essex.ac.uk). Alternatively, you can post them back to us: Travel Bursary Team, Marketing and Student Recruitment, University of Essex, Wivenhoe Park, Colchester, CO4 3SQ

For full terms and conditions of the Offer Holder Day Travel Bursary, please visit please visit our [website](#).

E [applicantbursary@essex.ac.uk](mailto:applicantbursary@essex.ac.uk)

### FOR INTERNAL USE ONLY

Cost Code: 5572RR00301

\*Payments will be made in European currency based on the exchange rate on the day of reimbursement. Payment will be made up to the value of £150.