



Please complete ALL sections of the form in BLOCK CAPITALS.

Applicant Details	Person to be reimbursed
Name: ..... UCAS ID: ..... Email address: ..... If we have any queries, we will contact you based on the information you provide on this form. Please make sure it is correct.	A bank transfer will be sent to the account holder below: Name on the account:..... Name of bank:..... Address of bank: ..... ..... Account number: <input type="text"/> <input type="text"/> Sort code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Signature: .....

The maximum award of the Clearing Travel Bursary for UK applicants is £100. You must live further than 30 miles (as the crow flies) from the Colchester Campus in order to be eligible for the bursary.

The Clearing Travel Bursary is only available for selected events. Eligible events can be found on the terms and conditions on [www.essex.ac.uk/clearing/open\\_days.aspx](http://www.essex.ac.uk/clearing/open_days.aspx)

### JOURNEY DETAILS

Travelling by car	Travelling by train
Journey in miles: ..... campus: You will be reimbursed 20p per mile. Total:           £ ..... You will be reimbursed for mileage to and from the Colchester Campus. Please specify the total number of miles to be reimbursed in the designated space above. You do not need to attach fuel receipts.	Cost of journey from home station to Colchester Station: Total:           £ ..... <b>Claims will only be processed with valid receipts or tickets attached.</b> Train 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 in order to be eligible for a refund.

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

For full terms and conditions of the Clearing Open Day Travel Bursary, please visit [www.essex.ac.uk/clearing/open\\_days.aspx](http://www.essex.ac.uk/clearing/open_days.aspx)  
E [applicantbursary@essex.ac.uk](mailto:applicantbursary@essex.ac.uk)

#### FOR INTERNAL USE ONLY

Cost Code	Print name .....
<input type="checkbox"/> 5572RR00300	Authorised by.....

\*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 £100.