



Please complete ALL sections of the form in BLOCK CAPITALS.

Applicant Details	Person to be reimbursed
Name:	Payment will be made by bank transfer.
UCAS ID:	Name of bank:
Date of Applicant Day:.....	Address of bank:
Campus visited:.....
Nationality:	IBAN number:
Country of residence:	Swift or Bic code:
Email:	Name on the account:
Signature:	Currency of the account*:

If we have any queries, we will contact you based on the information you provide on this form. The maximum award of the Applicant Day Travel Bursary for EU applicants is £100.

JOURNEY DETAILS

Item to be reimbursed (flight, hotel, train)	Cost and currency
<input type="checkbox"/> I HAVE ATTACHED MY RECEIPTS	

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. Alternatively, you can scan you completed form and receipts and email them to us at applicantbursary@essex.ac.uk

For full terms and conditions of the Applicant Day Travel Bursary, please visit www.essex.ac.uk/see/applicantdays
E applicantbursary@essex.ac.uk

FOR INTERNAL USE ONLY

Cost Code Authorised by.....

5572RR00301 Print name

*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.