

OPEN DAY TRAVEL BURSARY

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

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Name:	A bank transfer will be sent to the account holder below:
Email Address:	Name on the account:
Home address postcode:	Name of bank:
	Address of bank:
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 Essex Travel Bursary for applicants is £75. The reimbursement will cover travel for the event booker and one guest in attendance. Our Essex Travel Bursary is available to UK students applying for their first undergraduate degree, who meet one or more of the following criteria. PLEASE TICK THE BOXES THAT APPLY TO YOU	
 □ Eligible for Free School Meals □ Have a household income below £25,000 □ Would not be able to the Mini Open Day without financial 	support
JOURNEY DETAILS	

How did you travel (car, train, bus)? (Please Circle)	Cost of journey from home to campus via public transport:
You will be reimbursed 20p per mile.	Total: £
You will be reimbursed for mileage (as the crow flies) to and	Claims will only be processed with valid receipts or tickets
<u>from</u> the campus you are visiting.	attached.
You do not need to attach fuel receipts.	Screenshots of e-tickets and scans of your tickets are accepted.
	Train/bus travel must be at standard class and for no more than
	the applicant and one guest.
TOTAL REIMBURSMENT:	£

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. Alternatively, you can post them back to us: Essex Travel Bursary Team, Marketing and Student Recruitment, University of Essex, Wivenhoe Park, Colchester, CO4 3SQ For full terms and conditions of the Essex Travel Bursary, please visit please visit our website.

E applicantbursary@essex.ac.uk

FOR INTERNAL USE ONLY

Cost Code: 5572RR00300

*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 £75.