Student Request for Financial Commitment Form

Department of City and Regional Planning

College of Architecture, Art, and Planning Cornell University

Name:	Email:	Date:
Type of Funding Request:		
Student Conferences Presenting On Panel At	tending Only	
Name of Conference:	Date/s of Conference:	
	Conference Location:	
Student Reseach Details		
Additional Course Number Reason for		
Course		
Expenses Expense		
In order to be reimbursed, all original reco	eipts along with the Travel Reimburseme	nt Form found at
http://aap.cornell.edu/sites/default/files/reimbursement-travel-form-student-3-111513.pdf		
must be submitted to the Business Service Center	r (BSC), 140 Sibley Hall, within 30 days of the reimbursement process, please stop	
	the remiduracine process, pieuse stop	by the bot.
Budget		
Documentation Attached Yes No		
Did you apply for a conference travel grant through the Grade	uate School? Yes No	
If yes, how much were you awarded from the Graduate School?		
Did you apply for a Research Travel Grant through the Einaud	li Center? Yes No	
If yes, how much were you awarded from the Einaudi Center? Have you received previous funding from the department th	is academic year?	
How much Purpose	is academic year:	
Official Use Only		
Request Approved Yes No Amount Approved:		
Account/s to be Billed		
Signature of Director of Graduate Studies		
Signature of Chair		