



## STUDENT REIMBURSEMENT FORM

MPhA student members (MPSA) are eligible to apply for reimbursement on attendance at MPhA sponsored events. Students must submit this form for reimbursement consideration within 30 days of the event attended.

Name: \_\_\_\_\_ College: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: MN Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### EVENT APPLYING FOR

Name of Event: \_\_\_\_\_ Date(s) of attendance: \_\_\_\_\_

Reimbursement is requested for:  Registration Fees: \$ \_\_\_\_\_

Housing: \$ \_\_\_\_\_

Please include a copy of housing receipt (*please be sure to send copies only, as they will not be returned*). Students (not including recent graduates) will be reimbursed housing costs based on quad occupancy.

Please note that reimbursement will not be given for travel, additional meals, or additional purchases. Reimbursement(s) will not be awarded to students who did not sign-in for required MPhA sessions or complete requested jobs.

Comments:

Office use only: Date received: \_\_\_\_\_

Check # Issued: \_\_\_\_\_ Mailed: \_\_\_\_\_ Total: \_\_\_\_\_