

CLAIM FOR REIMBURSEMENT FORM
PRESIDENT'S GRADUATE FELLOWSHIP (PGF)

Section A: To be Completed by Student (Please attach original receipt(s) with completed form. All claims must be made within 1 month from date of travel.)

<u>Name</u> (as it appears in your passport):		<u>Student Card Number:</u>
<u>Mailing Address:</u>		<u>Contact Numbers:</u> (Home) (Mobile)
<u>E-mail:</u>		<u>Department:</u>
<u>Items To Be Claimed:</u>	Amount in Foreign Currency (if applicable)	Amount in Singapore Dollars (or equivalent)
Single air ticket on economy travel from home country to Singapore (capped at a maximum of S\$750 and 20 kg baggage per trip)		
One-Off Settling Allowance	N.A	1,000

Bank Name/Branch & Account Number: _____

Signature

Date

Section B: For Official Use Only

To: Officer I/C, OFS

The above named is/was an President's Graduate Fellowship holder. Please reimburse item(s) claimed by crediting into student's bank account/ bank draft/ cash voucher and charge the amount(s) to WBS _____ . Thank you.

Officer I/C,
 Registrar's Office

Revised date: 27 May 2013