

Please use this form for reimbursement. Receipts must be attached. Please forward claims to Robyn Flcnerski, Faculty of Arts and Education, Deakin University, Locked Bag 20000, Geelong, 3220.

NAME:		
EXPENSE SUMMARY FOR CONFERENCE ASSISTANCE (maximum claim up \$1000pa for full time candidates and \$600pa for part time candidates)		
	LOCAL CURRENCY	\$AUD
Fares (including airfares and local fares)		
SUB TOTAL		
Accommodation		
SUB TOTAL		
Conference registration		
SUB TOTAL		
Food (please itemise below)		
SUB TOTAL		
Other (please provide additional sheet with itemized items if two lines are insufficient)		
SUB TOTAL		
TOTAL	TOTAL FOR THIS COLUMN NOT REQUIRED	