

MATHEMATICAL INSTITUTE

UNIVERSITY OF OXFORD

STUDENT REQUEST FOR TRAVELLING EXPENSES

(application to be submitted before the proposed expenditure for prior approval)

Please fill this form in, get your supervisor to sign it and then send to Finance Team at [research-studentships@maths.ox.ac.uk](mailto:research-studentships@maths.ox.ac.uk). Please make sure you have read the guidance here before filling in the form: <https://www.maths.ox.ac.uk/members/students/postgraduate-courses/doctor-philosophy/travel-grants>

Name:

Email:

Proposed trip details:

- Dates:
- Location:
- Reason for travel:

Estimated costs associated with the trip:

- Travel:
- Accommodation:
- Fees:
- Subsistence:
- Other (please detail):
- TOTAL cost of trip:
- Funding from other sources (please detail):
- TOTAL requested from Maths Student travel fund:

As well as the £2000 student travel allowance, students also have access to an additional £250 for skills training. If your trip involves some sort of training or skills development (e.g. you will be presenting) then you could be eligible to charge all or part of the trip to your skill straining fund. Please say here if you would like to do this and why:

Supervisor approval (supervisor sign here):

Print name: .....Signature: ..... Date:.....