

CLAIM FOR TRAVEL/RELOCATION ALLOWANCE

(APA, UAS, Divisional Scholarships)



THE UNIVERSITY
of ADELAIDE

An award holder who relocates to Adelaide to commence their scholarship is entitled to receive, upon the production of original tax receipts, relocation expenses of up to a maximum amount equivalent to:

- Economy class or student airfare for award holder, spouse and dependants for travel to Adelaide, up to a maximum of \$530 per eligible person. Reimbursement will only be made for travel to Adelaide by scholarship holder, spouse and dependants and includes airfares to Adelaide from within Australia only.

OR

Travel by car, for which a reimbursement of fuel costs can be claimed upon production of original tax receipts, to a maximum of \$530. Accommodation and meal costs for the journey are not included.

- Removal expenses of up to \$505 per adult and \$255 per child up to a maximum of \$1,455

Forward completed form and original tax receipts to the Adelaide Graduate Centre, Level 6, 115 Grenfell Street, Adelaide 5000

Full name:

Title: Dr Mr Miss Ms Mrs

Student ID: Phone Contact:

Scholarship Held:

Postal Address: Postcode:

Dates of Travel: From: To:

Point of Departure: From: To:

TRAVEL/EXPENSE DETAILS

(Please attach all relevant receipts)

		Excl. GST	GST	Total	Office Use Only
Airfares	Self	\$	\$	\$	\$
	Spouse	\$	\$	\$	\$
	Dependants	\$	\$	\$	\$
Car Travel	Fuel Costs	\$	\$	\$	\$
Removal Expenses		\$	\$	\$	\$
No of Adults: _____					
No of Children: _____					
TOTAL CLAIMED		\$	\$	\$	\$

Declaration of Award Holder

I declare that the information supplied by me on this form is complete, true and accurate in every particular

Signature: _____ Date: _____

OFFICE USE ONLY

Payment Authorised by:

Name _____ Date _____