

**INTERNATIONAL SCHOLAR  
2009-2010 TRAVEL REIMBURSEMENT FORM**

\_\_\_\_\_  
Student Name (Please Print)

\_\_\_\_\_  
Class

\_\_\_\_\_  
Williams ID

We will add the cost of one round-trip between your home and Williams College to your student budget and increase your Williams Scholarship by this same amount. If you are making two one-way trips, your scholarship increase will be divided between the fall and spring semester.

You must contact the Bursar, David Holland, to determine if you are eligible for a credit balance refund.

Please complete and submit this form when your travel plans are confirmed or upon your return to campus in September.

Travel Cost:

1. Ground transportation from your home to airport \$ \_\_\_\_\_  
(Maximum \$100)

2. Round trip airfare: ***You must staple a copy of your ticket/itinerary  
which includes the cost in U.S. dollars to this form*** \$ \_\_\_\_\_\*

Date and point of departure \_\_\_\_\_

Date and destination \_\_\_\_\_

Date of return \_\_\_\_\_

***If your airline ticket was arranged through the Travel Store do not complete this item.***

3. Ground transportation from U.S. airport to the Williams campus \$ \_\_\_\_\_  
(Maximum \$100)

4. Total \$ \_\_\_\_\_

\* If your airfare is for a one-way trip we will double it assuming your return flight will be as costly.

Signature \_\_\_\_\_

Date \_\_\_\_\_