

ULSTER UNIVERSITY

APPLICATION FOR APPROVAL OF PROPOSED EXPENDITURE ON A VISIT OR COURSE OF STUDY

PA Number						
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Student Number	B	0	0						
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NAME:

Email Address.....

School, Faculty & Campus

Place of visit/course

Purpose of visit/course

Duration of visit/course: FROM 20..... TO 20.....

Bank Name..... Branch Address.....

Sort Code..... Account Number.....

IBAN Number (Non UK bank accounts only).....

SWIFT/BIC CODE (Non UK bank accounts only).....

IBAN number and SWIFT/BIC code must be completed for ALL NON UK BANK accounts

Estimated costs: <i>If the total is £1000 or more a business case is required</i>	£	p
Course Fee		
Accommodation		
Subsistence		
Air/Boat Travel		
Rail Travel		
Coach/Taxi Fares		
Sundries (please specify)		
TOTAL		

Cost code	Nominal Code																
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Signed Applicant Date

I recommend the approval of this applicationHead of School/ RI Director
