Application for Travel Funds for 2017-2018 Program-Related Placements

This form is used to calculate mileage for student teaching assignments and other program-related placements.

Please accurately and completely answer the following questions about your placement.
This form should be filed no later than the beginning of the semester in which you are doing your placement.
There are additional application requirements. See your advisor for details.
For additional aid application requirements, see finaid.umich.edu/currentstudent

Please select a placement term:  □ Fall  □ Winter  □ Spring  □ Summer

CONTACT INFORMATION

Name ________________________________________________ UMID Number __________________
Home (Permanent) Address ________________________________________________________________
Local (Current) Address ________________________________________________________________

PLACEMENT INFORMATION

1) What is the address/city of your placement? _______________________________________________
2) How many days per week will you be in your placement? __________________________________
3) How many weeks will you be in your placement? _________________________________________
4) Which address represents the shortest distance to-and-from your teaching placement?        
   □ Home (Permanent)  □ Local (Current)
5) What is the address from which you are commuting to your teaching placement?               
   □ Home (Permanent)  □ Local (Current)

STUDENT SIGNATURE ____________________________________________ DATE ________________

MANAGING DIRECTOR OF SECONDARY OR ELEMENTARY TEACHER EDUCATION OR PROGRAM CHAIR SIGNATURE:
____________________________________________________________ DATE ________________

Note: This Department signature is required before submitting form.

OFFICE USE ONLY

Calculated mileage and budget adjustment: ______________________________________________________

$ __________________

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