

Application for Reimbursement

This form should only be used by students in receipt of an **international scholarship** or sponsorship arrangement to claim reimbursement for expenses as specified in their award.

Prior to using this form, please update your bank account details by logging in to Sydney Student. Access 'MyUni' and then the 'My Finance' tab, and enter details as directed. It is the responsibility of the student to ensure these are correct. If you no longer have access to MyUni, please contact the Fees and Scholarships office on the email at the top of this form.

Awardee Details:

Student Identification Number:									
Surname:									
Given Names:									
Preferred Email Address:									

Details of Eligible Expenses:

Refer to the 'Benefits' section of the award Terms and Conditions provided when your award was offered to you for more information on eligible benefits of your award. **Original receipts for all claimed expenses must be scanned and attached with this form on submission.**

Description of Claimed Amount:	Amount (\$)
Total Reimbursement Claimed:	

Future payments by the University of Sydney will be by EFT. Changes in the above particulars are to be notified immediately. The above-named vendor(s) agree to repay to the University of Sydney on demand any payments credited to the Business in error. The University of Sydney reserves the right to set off the amount of any overpayment made in error against any future debt or liability owing to the University of Sydney by the vendor. The University of Sydney reserves the right at any time to terminate or suspend this EFT payment system and to pay by any other manner which the University of Sydney may determine from time to time. The University of Sydney reserves the right to reassess a student's entitlements if it believes the student has provided false or misleading information to the university in relation to their course or scholarship applications. The information I have given in this application is true and correct.

Signature: _____ **Date:** _____

Submit this form to [Service Now](#)