



QUEENS' COLLEGE

APPLICATION FOR REIMBURSEMENT OF LANGUAGE COURSE EXPENSES

This is only relevant to courses undertaken at the University of Cambridge Language Centre. Please note, that the College does not reimburse the cost of any in-sessional English courses.

(NB: This form should be completed once you have successfully finished your course. The College will reimburse a maximum amount of 50% of your costs)

FULL NAME:

EMAIL ADDRESS:

MOBILE PHONE NO.

TUTOR:

CAMBRIDGE DEGREE COURSE:

LANGUAGE COURSE TAKEN:

FULL COST OF THE COURSE:

A copy of the following documents is attached:

1. Certificate confirming successful completion of the course ()
2. Receipt confirming payment of the full cost of the course ()

Date:

Signature:

Tutorial Office Use Only:

Amount Awarded: £ _____

Refund Method: Cash/Cheque/Credit A/C

Fund:

Senior Tutor Approval:

Date:

Remarks: