

**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 the course fee, which will be credited to your College account).

**Full Name:**

**E-mail address: Mobile phone number:**

**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:

**Please e-mail to tutorial.office@queens.cam.ac.uk**

***Tutorial Office Use Only:***

Amount Awarded: £ Fund:

Financial Tutor Approval: Date:

Remarks: