

**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:

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

***Tutorial Office Use Only:***

Amount Awarded: £ Refund Method: Cash/Cheque/Credit A/C

Fund: Senior Tutor Approval: Date:

Remarks:

F:WDOCS/REPEATS/Language Course grant form(jwk)