**APPLICATION FOR A SUBJECT FUND AWARD**

|  |  |
| --- | --- |
| Full name |  |
| @cam email address |  |
| Matriculation date: |  |
| Expected graduation date: |  |
|  | *To be eligible for an award, you must be enrolled as a current student now and at the time of the proposed expenditure. All expenditure must be completed at least 30 days before the end of your course, to allow time to audit receipts.* |
| Reason for request:*Please include or attach justification and budgetary details, including dates of events and receipts where available. Please do not use this form for any activity involving travel, follow*  [*this link*](https://www.queens.cam.ac.uk/life-at-queens/student-admin/financial-support-for-current-students/travel-grant-applications)  *instead.* |  |
| Amount requested: |  |
|  | *The College's student support funds would not exist were it not for the generosity of our benefactors, many of whom wish to be kept informed about how their donations are being put to use. In submitting this form, you agree that details of any subsequent award may be shared with donors. In exceptional circumstances, there might be reasonable grounds for anonymity: if you believe this applies to you, please contact the Financial Tutor (**financial.tutor@queens.cam.ac.uk**) before submitting this form.* |
| Student’s signature: |  |
| Date: |  |

TO BE COMPLETED BY THE DIRECTOR OF STUDIES

|  |  |
| --- | --- |
| I approve / disapprove\* this application |  |
| Amount authorised: | £ |
| Name of Fund: |  |
| Authorised by: |  |
| Signature: |  |
| Date: |  |

\*please delete accordingly

Please send applications to the appropriate [Director of Studies](https://www.queens.cam.ac.uk/life-at-queens/student-admin/financial-support-for-current-students), who should forward the completed form to tutorial.office@queens.cam.ac.uk.