

TRAVEL STIPEND – TRAIN TRAVEL

Students traveling to NYC, Albany, or Beacon for their CEL position are normally provided a small subsidy to help defray the cost of transportation. In order to receive this one-time subsidy, your CEL Agreement Form must already be turned in, you must be commuting one or more days per week, have never received a travel stipend from OCEL before, and have provided us with your transportation receipts. You must submit your Train Travel Stipend Form, with your receipts, by the end of the semester to receive your stipend.

Students traveling to NYC or Albany can be reimbursed up to \$327.50.

Students traveling to Beacon can be reimbursed up to \$100.

PLEASE FILL IN AND RETURN TO THE OFFICE OF COMMUNITY-ENGAGED LEARNING (OCEL@vassar.edu)

Name: _____

Student ID #: _____ Box: _____

Home Address: _____

Agency Name: _____

Agency Address: _____

1. Have you been traveling to: NYC _____ Albany _____ Beacon _____
2. How often do you travel to NYC/Albany/Beacon? _____
3. How do you travel? By Train _____ By Subway _____ By Car _____
4. Are you paid for this CEL position? Yes _____ No _____
5. Are you eligible to receive financial aid? Yes _____ No _____
6. Do you receive a transportation subsidy from the agency? Yes _____ No _____
7. If yes, what is the amount? _____
8. Are you receiving funds from the Academic Enrichment Fund or any other office on campus?
Yes _____ No _____
9. Have you submitted a completed CEL Agreement Form? Yes _____ No _____

Total amount of receipt/s: _____

Student's Signature: _____

Date: _____

FOR OFFICE USE

Receipt/s received in the amount of: _____

Receipt/s received by: _____

Signature: _____

Date: _____