

TRAVEL STIPEND – PERSONAL VEHICLE

Students who use their own personal vehicle can receive a 50-cent per mile travel stipend (not to exceed \$100) for the semester.

Students must submit this form to the Office of Community-Engaged Learning (OCEL@vassar.edu) by the end of the semester in order to receive reimbursement.

PLEASE FILL IN AND RETURN TO THE OFFICE OF COMMUNITY-ENGAGED LEARNING

Name: _____

Student ID #: _____ Box: _____

Home Address: _____

Agency Name: _____

Agency Address: _____ Days Per Week: _____

Last Day of Work: _____ Last Day on Campus: _____

Miles driven to position per day (round trip): _____
(Please add screenshot, showing the distance, of route taken on Google Maps)

Total number of round trips: _____

Total number of miles for the semester: _____

Are you paid for this CEL position? Yes _____ No _____

Are you eligible to receive financial aid? Yes _____ No _____

Do you receive a transportation subsidy from the agency? Yes _____ No _____

If yes, what is the amount? _____

Are you receiving funds from the Academic Enrichment Fund or another office on campus? Yes__ No__

Have you submitted a completed CEL Agreement Form? Yes _____ No _____

Student's Signature: _____

Date: _____

----- **FOR OFFICE USE** -----

Total amount of reimbursement: _____

Received by: _____

Signature: _____

Date: _____