

STUDENT STIPEND REQUEST FORM

Do not use this form for Employee/Student Expense Reimbursements or for Student employment.

This form is for:

Description of Educational Activity:

RECIPIENT : _____ STUDENT NUMBER: _____

REQUESTED BY: _____ PHONE _____ DATE: _____

IS THE BENEFICIARY AN INTERNATIONAL STUDENT? (taxes may need to be withheld):

___ Yes ___ No *If yes, please contact Payroll.*

NOTE: It is absolutely necessary to include Co, unit, and account on each form.

Co(3) Unit(5) Account(5) Activity Sub-Acct(4)/Category(3)

Award: \$

Due Date:

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