

Request for Travel Allowance Increase

Student Name: _____ Williams ID: _____

*Your Financial Aid Award includes an allowance for two roundtrips between **home** and **Williams**. The trips covered are for the beginning and end of each semester. If your total airfare is greater than this amount you can apply for an increase to cover the amount.*

Current Travel Allowance Budget \$ _____

Timing of Expense

Amount

-Select all that apply:

- Fall-Round Trip \$ _____ **attach the receipt(s)**
 - Date and point of departure _____
 - Date and arrival destination _____
 - Date and return destination _____

- Fall-One Way \$ _____ **attach the receipt(s)**
 - Date and point of departure _____
 - Date and arrival destination _____

- Winter-Round Trip \$ _____ **attach the receipt(s)**
 - Date and point of departure _____
 - Date and arrival destination _____
 - Date and return destination _____

- Spring-Round Trip \$ _____ **attach the receipt(s)**
 - Date and point of departure _____
 - Date and arrival destination _____
 - Date and return destination _____

- Spring-One Way \$ _____ **attach the receipt(s)**
 - Date and point of departure _____
 - Date and arrival destination _____

Student Signature

Date