

SKIDMORE COLLEGE

EXPENSE REPORT FOR STUDENT OPPORTUNITY FUNDS

Student Name(s): \_\_\_\_\_ Class Year: \_\_\_\_\_  
 (Print)

Phone Number: \_\_\_\_\_ Date(s) of project expenses: \_\_\_\_\_

EXPENSES	*TOTAL AMOUNT
Transportation	
Air	
Baggage Fees	
Rail	
Bus	
Taxi	
Automobile	
Parking	
Tolls	
Gas	
Hotel/Lodging	
Meals	
Supplies/Materials	
Conference Fees	
Other	
TOTAL	

\*Sum of receipts for each category

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Attach All Receipts!

Submit to the Office of Academic Advising at the conclusion of your project. Any unused money should be returned in check or money order form payable to Skidmore College.

(To be completed by the Office of Academic Advising)

Amount Returned:	\$
Non-Taxable:	\$
Taxable:	\$
+	
Advanced: (Total) =	\$

Approved by the Office of Academic Advising:

\_\_\_\_\_  
 (Associate Dean) (Date) (Administrative Asst.) (Date)

Name of Account to be charged: \_\_\_\_\_

Account Number to be charged: \_\_\_\_\_