

INTERNATIONAL ELECTRON DEVICES MEETING

Student Travel Expense Form

The student must submit the Travel Expense Report Form along with receipts to the Conference Office NO LATER THAN MARCH 23, 2020.

The International Electron Devices Meeting will provide limited travel assistance and reimbursement of student registration fee to students presenting papers at the IEDM. To qualify for this assistance the student MUST have requested assistance when his/her paper was submitted for review and be unable to attend the conference, if financial assistance is unavailable. THE CONFERENCE WILL NOT REIMBURSE THE STUDENT FOR HOTEL, FOOD OR GROUND TRANSPORTATION EXPENSES INCURRED WHILE ATTENDING THE IEDM.

Reimbursement of airfare will be based on economy coach seating. Students are asked to make travel arrangements in advance to qualify for Supersaver or other discount fares. Reimbursement of rail fares will be based on economy coach seating and auto will be reimbursed according to U.S. Government Travel Regulations of .54.5¢ a mile.

The student requesting travel and registration assistance will be notified after the paper selection meeting as to the amount of assistance available to him/her. If you are selected for assistance, after the conference, fill in the form below and return it to Phyllis Mahoney for reimbursement.

For International Students, reimbursement will be by bank transfer. Fill out the information on the reverse side in order to receive your travel assistance:

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

1.	TRAVEL EXPENSES		
	AIR (attach coupon)	\$	_____
	RAIL (attach coupon)	\$	_____
	AUTO (roundtrip mileage of _____ @ .36¢/mile)	\$	_____
	TOTAL TRAVEL	\$	_____
2.	CONFERENCE REGISTRATION FEE	\$	_____
	TOTAL AMOUNT OWED	\$	_____

\_\_\_\_\_  
*Signed (Student)* *Date*

\_\_\_\_\_  
*Signed (Advisor)* *Date*

RETURN TO: IEDM c/o Widerkehr and Associates  
19803 Laurel Valley Place  
Montgomery Village, MD 20886  
Tel: 301/527-0900 ext. 2  
Fax: 301/527-0994

**For International Students, reimbursement will be by bank transfer. Fill out the information below to receive your travel assistance:**

**Name on Account:** \_\_\_\_\_

**Your Mailing Address:** \_\_\_\_\_

**Your Bank Account No.:** \_\_\_\_\_

**SWIFTCODE:** \_\_\_\_\_

**Bank Name:** \_\_\_\_\_

**Bank Mailing Address:** \_\_\_\_\_

**Bank Phone Number:** \_\_\_\_\_