

UNIVERSITY OF NORTH CAROLINA
SCHOOL OF THE ARTS

INTERNATIONAL OPPORTUNITY GRANT REIMBURSEMENT FORM

NAME
ADDRESS
CITY STATE
SOCIAL SECURITY NUMBER ZIP

ARE YOU AN INTERNATIONAL STUDENT? Yes No
If yes, please complete the Foreign National Form (found on the website)

Grant Amount Awarded

Grant Amount Requested

Reimbursement Process Tips

1. Included original itemized receipts or the missing affidavit form. Receipts must equal or exceed reimbursement request.
2. Make sure the currency exchange rate for each date is listed on all receipts using www.xe.com/travel-expenses-calculator.
3. Include a thank you note and include any media material (photos, videos, etc.).
4. Include a written summary/report of your study abroad experience.
5. If this is your first grant, please include W-9 Form with all materials.
6. Refer to your email with original detailed instructions regarding the reimbursement process. For additional questions, contact TaWanna Archia, International Study Coordinator at archiat@uncsa.edu.