

**Important note:** Expenses can be reimbursed only up to six months after travelling.  
Please request reimbursement within this period of time.

## Application Form GSLS-Fellow Business Travel

Mr/Ms

works as a doctoral student at my Institute. He/She does not hold an employment contract with the University of Würzburg.

Acting on my instructions, he/she shall travel as follows:

### Destination and Purpose:

Destination (City, Country)	
Date (from-to)	
Purpose (title of conference, other purpose)	
If conference, what kind of active contribution (title of presentation)	

### Estimated Costs (EUR):

Travel	
Accommodation	
Conference Fee	
Total	

Please reimburse the doctoral student for the travel expenses in accordance with the *Bayerisches Reisekostengesetz* (Bavarian regulations for business travel).

Fundig is allocated (to be filled by the GSLS):

\_\_\_\_\_  
Signature Supervisor

\_\_\_\_\_  
Signature GSLS Managing Director