

Concur Claim Form

Higher Degree by Research Students

Please refer to the document outlining Essential Facilities for Higher Degree by Research Students and the Reimbursable Items List available at <https://students.curtin.edu.au/essentials/higher-degree-by-research/while-you-study/> before completing this form.

Submit a completed copy of this form with your Concur claim and receipts.

Enrolment Details

| | | | |
|-------------------|----------------------|------------|----------------------|
| Student ID Number | <input type="text"/> | | |
| Family Name | <input type="text"/> | Given Name | <input type="text"/> |
| School | <input type="text"/> | | |
| Course | <input type="text"/> | | |
| Supervisor | <input type="text"/> | | |

Items of Expenditure

| Item | Description of Expense | Currency | Amount |
|------|------------------------|--------------|--------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |
| 9. | | | |
| 10. | | | |
| 11. | | | |
| 12. | | | |
| 13. | | | |
| 14. | | | |
| | | Total | |

Student Declaration and Signature

Providing false or misleading information will be referred for misconduct review.

I declare that all expenses being claimed are directly related to the Higher Degree by Research project I am conducting at Curtin University.

I declare that all research expenditure being claimed has the approval of my Supervisor.

| | | | |
|----------------------|----------------------|------|----------------------|
| Signature of Student | <input type="text"/> | Date | <input type="text"/> |
|----------------------|----------------------|------|----------------------|

Attach a completed and signed copy of this form with your receipts to your Concur claim.