



**APPLICATION for STUDENT DEVELOPMENT FUND
USI SOCIETY FOR ARTS & HUMANITIES**

Date Requested	Date of trip (or event)
IF FUNDS ARE REQUESTED BY A GROUP:	
Name of group	Name of faculty representative
Number of students /total cost per student	Amount requested
Activity for which funding is requested	Location of activity
Specific purpose of request (transportation, fees, other)	Means of travel
Signature of faculty sponsor/title	Received by (College of Liberal Arts)
Account number (to be reimbursed by Society)	Date received
Brief explanation of purpose of the request and how students will benefit from participation (Attach list of students).	
APPLICANT: DO NOT WRITE BELOW THIS LINE.	
Approved Denied	Signature, Society representative
Amount approved Date approved	Check voucher number and date

PLEASE SUBMIT A SHORT FOLLOW-UP REPORT WHEN ACTIVITY IS COMPLETED.

Please forward the COMPLETED form to the Main Office in the College of Liberal Arts, LA 3001, along with your COMPLETED travel request for initial processing. Your request will then be forwarded for approval to the Society of Arts & Humanities.