NSF Graduate Research Fellowship Program
Expenditure Approval Request

This form should be completed by the NSF Fellow for each expense (Excluding - Stipend, Tuition). It needs to be completed with approval signatures and sent to BYU Research Accounting, prior to the expenditure being made. A copy of the completed form must be provided with the expenditure reimbursement or other qualifying expense.

Operating Unit (R011XXXX): ______________________ Date: ______________________

NSF Fellow Name (Student): ______________________ Amount: ______________________

Description of expense request: ________________________________________________

College & Department Section:

NSF awards a “Cost of Education (COE)” allowance to Brigham Young University for each year the fellow is on tenure status. This COE allowance must first be used for Tuition and Required Fees for the full academic year. Then, it can be used for BYU required health insurance. Finally, it can be used for items required for all students participating in the academic program that the Fellow is pursuing. Examples: Books, educational supplies, etc.

* Was/Will all tuition be paid from this fellowship account?

[ ] Yes  [ ] No

* Was/Will all BYU required health insurance be covered from this fellowship account?

[ ] Yes  [ ] No

* Is the charge requested above required for the fellow's program?

[ ] Yes  [ ] No

All three questions must be answered YES in order to approve this form.

Approval Signatures:
Department Financial Contact: ______________________ Date: ______________________
Faculty Mentor: ______________________ Date: ______________________
Department Chair: ______________________ Date: ______________________
Dean or Associate Dean: ______________________ Date: ______________________

When Approval Signatures have been obtained, please send copy to Research Accounting A-261 ASB for FINAL Approval and return original to the Student NSF Graduate Fellow