NSF Graduate Research Fellowship Program
Expenditure Approval Request

This form should be completed by the NSF Fellow for each expense (Excluding - Stipend, Tuition, and Health Insurance). It needs to be completed with approval signatures, prior to the expenditure being made. A copy of the completed form must be provided with the expenditure reimbursement, travel authorization, 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, 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 fully approved, please return to the Student NSF Graduate Fellow