



New  Update

Chartfield / Supervisor

Bank Information

# Student Information Form for Travel and Expense Reimbursement

(Use this form for Non-Employee FIU Students)

## Student Information

Panther ID: \_\_\_\_\_ Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

GL Unit: \_\_\_\_\_ Site: \_\_\_\_\_ Fund: \_\_\_\_\_ Program: \_\_\_\_\_ Budget Ref: \_\_\_\_\_

Department ID: \_\_\_\_\_ Activity Nbr: \_\_\_\_\_ Project: \_\_\_\_\_

## Person Authorizing Travel (Supervisor)

Panther ID: \_\_\_\_\_ Name: \_\_\_\_\_

Bank Name: \_\_\_\_\_

## Bank Account Information (You must provide a copy of a voided check or savings deposit slip with this form)

Account Type:  Checking  Savings  Other \_\_\_\_\_

Bank ID (Routing/ Transit Number): \_\_\_\_\_ Account Number: \_\_\_\_\_

## Request For Proxy

PID of Proxy	Name of Proxy

## Approval

Approved by Business Unit Approver

Signature: \_\_\_\_\_

Panther ID: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_