

CREATIVE AND PERFORMING ARTS AWARDS (CPA) Expense Reimbursement Form

You must follow these steps to receive reimbursement of CPA project expenses:

- 1) Complete information below**
- 2) Attach original receipts for all expenses listed**
- 3) Submit completed form & receipts to the Sr. Administrative Assistant of your college.**

Academic Term: _____ **Academic Year:** _____

Project Name: _____ **Residential College:** _____

Award Amount: _____ **Reimbursement Submission #** _____

Treasurer Name: _____ **Phone:** _____

Purchased by Student Item Description	Reimbursable Expenses

Purchased by College Item Description	Reimbursable Expenses

Total Amount \$ _____

For Head of College Office use only

CHARGE TO: **CO01.CC.** _____ **.GE012248.PG00937.PJ028737.SC** _____