Heritage University

Academic Student Travel Request

MUST BE SUBMITTED TO THE OFFICE OF STUDENT LIFE
***30 DAYS** PRIOR TO WHEN FUNDS ARE NEEDED*

PLEASE ATTACH THE FOLLOWING

- ☐ Faculty Advisor Recommendation Form(s)
- ☐ Event Agenda/Announcement

STUDENT INFORMATION

Full Name

Student ID

Heritage Email

Phone Number

Affiliations ☐ CAMP ☐ TRiO

TRAVEL INFORMATION

Event Name

Event Type

Event Location

Dates of Travel

AWARDS

Are you receiving any of the following awards at this event?

☐ State ☐ National ☐ International

TRAVEL BUDGET

Requested Amount

Are you receiving funds from another source?

- ○ No
- ○ Yes, from the following

Provide a list of all anticipated expenses.

Airfare

Lodging

Food

Registration

Other Expense

Other Expense

Other Expense

PLEASE ANSWER THE FOLLOWING PROMPTS BY ATTACHING A SEPARATE PAGE

Please note that all responses must be personal, individual and unique.

1. In a minimum of 500 words, describe how this event supports your academic goals at Heritage University.

2. In a minimum of 500 words, describe how this travel supports the Heritage University Mission and Core Themes.

Mission

Heritage University empowers a multi-cultural and inclusive student body to overcome the social, cultural, economic and geographic barriers that limit access to higher education. Rooted in the homeland of the Yakama Nation, we embrace transformational student-centered education that cultivates leadership and a commitment to the promotion of a more just society.

Core Themes

- Access and Equity
- Academic Excellence
- Community Engagement
- Institutional Vitality

Heritage University
Office of Student Life
studentlife@heritage.edu
509-865-8684