

**ESTIMATE FOR FUNDING ASSISTANCE**

**Winter Break Opportunities**

First Name

Last Name

Class Year

Home Address

City, State

Zip Code

**Winter Break Opportunity(ies)**

**Job Shadow:** (List Host Name and Location)

**Career Networking Dinner:** (List Host Name and Location)

Limited funding is available for those students who need assistance in order to participate in an opportunity over winter break. If you will be **traveling more than 35 miles to the location** for your job shadow and/or career networking dinner and need funding assistance, Career Development may be able to help you with some of your expense. Please estimate your travel expenses below and let us know what you are able to contribute towards the cost. We will handle funding applications on a case-by-case basis.

**TRAVEL**

Date

Item description

Amount

**Total Estimated Travel Expenses**

Amount you can contribute

**Total Estimated Reimbursement awarded**

for office use only

Please submit this form at the Preparation Session or, email the completed form to Rebecca Barth at [rbarth@gettysburg.edu](mailto:rbarth@gettysburg.edu) DECEMBER 1<sup>ST</sup>.

This form does not take the place of the Expense Reimbursement Request form that is required to be submitted after you have participated in your Winter Break opportunity.