



## HIGH COMMISSION OF BRUNEI DARUSSALAM APPLICATION FOR REIMBURSEMENT

**Instructions:**

1. Complete this form and email to [students@brunei.org.au](mailto:students@brunei.org.au) ONE (1) month before departure.
2. Indicate with a circle or tick (✓) where appropriate.

A. STUDENT DETAILS						
Full Name (In CAPITAL)			BSNZ No.			
Mobile No.			E-Mail Address			
B. ACADEMIC DETAILS						
Name of Institution			University Student ID No.			
Program Title			Program Start Date (dd/mm/yyyy)			
Course Length		Year(s)	Semesters	Program End Date (dd/mm/yyyy)		
Sponsorship Awarded By:			Sponsorship Start Date (dd/mm/yyyy)			
Reference Letter No.			Sponsorship End Date (dd/mm/yyyy)			
C. REIMBURSEMENTS ENTITLEMENTS						
FOR STUDENT USE				OFFICIAL USE ONLY		
No.	Entitlement	Receipt(s) No.	Amount Submitted	Maximum Amount Allowed	Amount Approved	Date Approved for Payment
1	Visa					
2	Travelling Expenses (Bus, Taxis, Coach, etc)					
3	Air Passage (Air Tickets)					
4	Project/ Dissertation/Thesis – Degree			AUD 206.00		
5	Project/ Dissertation/Thesis – Masters			AUD 413.00		
6	Project/ Dissertation/Thesis – PhDs			AUD 826.00		
7	Graduation Gown/Academic Dress					
8	Spectacle Allowance			AUD 122.00		
9	Dental Treatment			AUD 108.00		
10	Emergency Dental Treatment			AUD 271.00		
11	Health/Medical Treatment					
12	Examination Fees					
13	Educational Trip/Visit			AUD 204.00		
14	Field Work/Trip			AUD 204.00		
15	Housing (Academic) Incentive			BND300.00		
16	Others. Please State.					
D. BANKING DETAILS						
Name of Bank			BSB No.			
Account Name			Account Number			
E. DECLARATION						
<b>I hereby declare that the information provided is TRUE and the documents attached are mine.</b>						
Signature/ Initial				Date		(dd/mm/yyyy)
F. FOR INTERNAL USE ONLY						
Please tick if documents are submitted by student			Check By	Approved By	Remarks	
Receipts	<input type="checkbox"/>					
Tax Invoice	<input type="checkbox"/>					
Academic Reports/Statements/Transcripts	<input type="checkbox"/>		Signature/ Initial	Signature/ Initial		
University Supporting Letter	<input type="checkbox"/>					
	<input type="checkbox"/>		Full Name and Designation	Full Name and Designation		