

**The Chinese University of Hong Kong**  
**Department of Statistics**  
**Research Postgraduate Student Grant for Conferences/Workshops**

**Reimbursement Form**

The reimbursement form should be submitted to the Department of Statistics within **30 days upon receipt of the Approval Letter** for CUHK Research Postgraduate Student Grants for Overseas Academic Activities from Graduate of School.

**a) Basic Information**

**Name:** \_\_\_\_\_ **Student ID:** \_\_\_\_\_

Graduate Division: \_\_\_\_\_ Statistics / Risk Management Science  
Programme of Study: \_\_\_\_\_  
Year of Attendance: \_\_\_\_\_ 1 / 2 / 3 / 4  
Conference Name: \_\_\_\_\_  
Conference Period: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Code Branch Code Account Number

**b) Reimbursement Details**

No.	Reimbursement Item	Date/Period	Details	Amount (HK\$, specify for foreign currency)
<i>e.g.</i>	<i>Accommodation</i>	<i>1-3 Jul 2024</i>	<i>Hyatt Regency</i>	<i>HKD1171.88 (USD150)</i>

**Please provide the following documents for vetting:**

- Conference/Workshop Pamphlet with an Abstract of the Paper Accepted for Presentation (if not provided before)
- A Copy of the Approval Letter for CUHK Research Postgraduate Student Grants for Overseas Academic Activities with the Receipts of Inter-city Transportation Fee and Registration Fee
- A Copy of Boarding Passes
- Receipts/Invoices of the Accommodation and Intra-city Transportation (If the fee is paid by credit card, please provide a credit card statement.)

**Date:** \_\_\_\_\_ **Applicant's Signature:** \_\_\_\_\_