

Part 1. STUDENT DETAILS			
CSU Student Number		CSU User ID	
Contact Phone Number		Email address	

Part 2. STUDENT BANK DETAILS			
CSU will make reimbursement directly to your bank account and to do so need your account details and your e-mail address.			
Bank Name			
BSB Number		Account Number	
*Australian bank accounts only – International bank details need to be provided on the International EFT Form			

Part 3. DESCRIPTION OF PURCHASES			
Date	Vendor Name (purchased from)	What was Purchased	Amount
If more lines are required, please write details on back of form			Total Reimbursement Claimed \$

Part 4. CSU ACCOUNT CODES							
FUND		ORG		ACCOUNT		PROGRAM	
If you do not know the above information please contact the Research Office. Your reimbursement cannot be processed without this information.							

Part 5. DECLARATION			
I affirm that I have incurred the above costs in relation to the purpose indicated above. All claimed expenses are supported by receipts/invoices/documentation attached. I have not and will not seek a claim for these expenses from any other source. The information I have provided is true and correct.			
Claimant's Signature		Date	

The personal information collected on this form will be used by Charles Sturt University for the sole purpose of providing requested and related services only.