

The Career Center Global Internship Initiative Expense Report

Please list expenses in US dollars.
 Receipts are not required, but you should keep them for tax return purposes.

Name:		Country:		Dates of Travel:		
Telephone:		Email Address:				
Internship Organization:				Job Title:		
	Travel (Airfare, Taxi, etc.)	Meals	Housing	Telephone	Books	Other
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Week Of:						
Subtotal						
Total of All Expenses						

Signature Date