Student Travel Reimbursement Form
Brooks or Johnson Winner Travel to National Convention

Beta Beta Beta Biology Honor Society
University of North Alabama, Box 5079
Florence, AL 35632

__________________________________________
Student Name: ____________________________ Email: ____________________________

__________________________________________
Address: ____________________________

Check One: Brooks winner _________ Johnson Winner _________
Purpose of Travel ____________________________ Date: __________ 

__________________________________________
Chapter: ____________________________ School: ____________________________

__________________________________________
Chapter Advisor: ____________________________ Email: ____________________________

__________________________________________
Address: ____________________________

RECEIPTS ARE REQUIRED – Please scan all receipts and submit with this form.

Type of Transportation:

Car: ___________ Miles: ___________ $ ________
Commercial Airfare: ___________ $ ________
Miscellaneous: (Provide details) $ ________

Subtotal Travel Cost $ ________
Less Advance $ ________
Total Travel Cost $ ________

__________________________________________
Student Signature: ____________________________

__________________________________________
Advisor Signature: ____________________________

__________________________________________
District Director: ____________________________

FOR NATIONAL OFFICE USE ONLY

Approved: ____________

Send Travel Reimbursement requests to the National Office via email: tribeta@una.edu

All reimbursements must be submitted within 3 months of date of travel.