

**CULP Courses: Claim Form**

Academic Year 2022-2023

**Please complete this form; attach the invoice and submit to the Finance Tutor as soon as you have enrolled on the Course, to reserve your grant.**

Certificate of completion of the course should be submitted to the Finance Tutor (dk211@cam.ac.uk) ASAP and within the AY (latest by 31-07-2023)

Name ......................................................................................................................................

Course & Year of Study …………………………………………………………

Email ........................................................................................................................................

Language course you have enrolled on: ………………………………………… Duration……………………………….

Attached is the invoice for £ and I am requesting a College contribution of 50% upon the completion of the course. Only one course per academic year qualifies for college grant

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I understand that College contribution will not be released by the Finance Office until I submit my course completion Certification issued by CULP or if I have an outstanding account with the College. My Bank account details for BACS payment are:

Account no: …………………… Sort Code…………………………………..

Signed.......................................................................................................................................

Dated.......................................................................................................................................\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To: The Finance Office, Homerton College.

CULP Course copy invoice & the course completion certificate now attached.

 £……….. Dated……………………..

Budget Cost Code…………6012…………………………………

Authorised for payment ………………(D Karia Finance Tutor)