**Application for a Social Science Internship Travel Stipend**

**Name (First, Last): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Semester:** \_\_\_\_\_FALL \_\_\_\_\_SPRING

**Is this your first internship for credit at Loyola? Yes No**

**Have you received a stipend for internship travel previously? Yes No**

If yes, when? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Are you given monetary compensation for your internship?** Yes No

If yes, how much will you be making over the semester? (stipend or hourly rate x # of hours)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Internship course name (i.e., PS002, PY435, PY436, SC402, SP499): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Internship Site Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Site Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Times and Days of the Week for Internship Travel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Location of Internship Site:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Should you be granted a stipend, please provide the address to where you would like your stipend for travel reimbursement to be sent (e.g., MS # v. a home address): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Travel Plans to and from Internship Site**

**Mode of travel** (Check all that apply): bus, train, own vehicle, or other (specify)

**Frequency of travel per week (# days):**

**If using own car, provide the following**:

1. total travel distance in miles for each trip:
2. total miles per week:
3. total miles across semester
4. calculate **\_\_\_\_\_\_\_(total miles for entire semester) x\_\_\_\_\_ current rate/mile** (see this link for current rate: <https://www.loyola.edu/department/financial-services/accounts-payable/policies/travel>)