



REQUEST FOR COURSE SUPPORT

NAME:		DATE:
COURSE #:	COURSE TITLE:	
TERM:	EXPECTED ENROLLMENT:	
TYPE OF SUPPORT:		
CLASS GUEST CLASS TRIP OTHER (PLEASE DESCRIBE)		
AMOUNT REQUESTED:		

Please provide a full description of the class guest(s), class trip, or other funding request (including date, structure/format), a full estimated budget, and an explanation of how the support will enhance the course. See honorarium and transportation guidelines on the reverse side. Feel free to attach additional pages if needed.

Requests must be submitted via campus mail or emailed to: April Peters
 105 Stanhope Hall
 aprilp@princeton.edu

(AAS office use only)

DENIED APPROVED **AMOUNT:** _____ **FUND:** _____

Signature: _____ **Date:** _____

Comments:

HONORARIUM GUIDELINES

Suggested for in class guests = \$500 - \$1,000

- \$500 for academics w/appointments
- \$1,000 for activists and artists

TRANSPORTATION COSTS

With the exception of late night travel, we suggest that NJ Transit and the MTA be used for any class trips to the New York City area. The current costs are as follows:

Round trip NJ Transit - \$33/person; Round trip MTA - \$5.50/person