



REQUEST FOR REIMBURSEMENT: GENERAL

Scholarship students are eligible to be reimbursed for the following expenses while in their ESL period:

- Up to five (5) language and aptitude tests including TOEFL, IELTS, GRE, GMAT, etc. (official test score must be included with your request).
- Up to five (5) application fees towards the nominated program of study.
- Students in the U.S. are eligible to be reimbursed for one evaluation credential report (maximum \$160).
Note: Copy of the credential evaluation report must be attached, and reimbursement is for the cost of the report only (maximum \$160), and not the cost of extra copies, delivery service, or WES ICAP service.

STUDENT NAME _____

CBIE STUDENT NUMBER _____ LIBYAN NATIONAL ID NUMBER _____

TELEPHONE NUMBER _____ EMAIL _____

LIST OF EXPENSES	DATE OF RECEIPT*	AMOUNT	COMMENTS
1.			
2.			
3.			
4.			
5.			
6.			
TOTAL AMOUNT :			

Student Initials

Date Submitted to CBIE

** Only copies of original receipts dated September 1, 2016 to present will be accepted. In order to ensure timely processing, students are encouraged to submit all eligible receipts within 1 year from the date that appears on these receipts.*

Please submit electronically to reimbursements.us@cbie.ca for students in the U.S. and reimbursements.ca@cbie.ca for students in Canada.

Note: Receipts should be scanned in pdf format and emailed with your signed reimbursement form. If the receipt is not available, then an alternative proof of payment includes a copy of your bank or credit card statement that indicates the name of the payee with the purchase circled.

ملاحظة هامة: يجب مسح إيصالات الدفع ضوئياً وإرسالها عبر البريد الإلكتروني (PDF) مرفقة مع نموذج طلب تسديد التكاليف المدفوعة. إذا لم يتوفر بصيغة إيداع الدفع، يمكنك تقديم نسخة من كشف حساب البنك أو بطاقة الائتمان توضح اسم الجهة المدفوع لها مع وضع إشارة على عملية الشراء ذات الصلة