



Canadian Bureau for
International Education
Bureau canadien de
l'éducation internationale

LNASP FORM: REQUEST FOR REIMBURSEMENT- THESIS

THESIS REIMBURSEMENT POLICY:

Thesis reimbursement (\$500 for Masters; \$700 for PhD) will only be paid to eligible students who are closing their files within the required timelines established by the Ministry, which is within 6 months of scholarship end date. Students whose scholarship ended more than 6 months ago are no longer eligible to receive thesis reimbursement.

Note: Depending on the date of submission and financial processing timelines, students may not receive the payment until their return to Libya, in which case they are advised to keep their bank account open until all payments have been processed.

REQUIRED DOCUMENTS: The following documents are required in order to be considered for thesis reimbursement:

- 2 copies of your original thesis - **must be hard-cover**
- 1 electronic copy of your original thesis – **saved on a USB**
- Copy of final transcript
- Copy of diploma/graduation certificate (or official letter from the school confirming program completion date if the diploma/certificate is not yet available)
- Copy of void check or direct deposit slip
- Completed Close File Form
- Completed Request for Final Tickets Form

Please complete the following:

STUDENT NAME: _____ CBIE STUDENT NUMBER: _____

LIBYAN NATIONAL ID# _____

INSTITUTION: _____

DEGREE LEVEL AND PROGRAM: _____

TELEPHONE NUMBER: _____ EMAIL: _____

THESIS TITLE: _____

THESIS DEFENSE DATE: _____ GRADUATION DATE: _____

SCHOLARSHIP END DATE: _____ REQUESTED TRAVEL DATE: _____

Hard cover copies of your thesis and the USB should be mailed to the following address and will then be forwarded to the Scholarships Department in Libya:

CBIE
c/o the Libyan-North American Scholarship Program
220 Laurier West, Suite 1550
Ottawa, ON K1P 5Z9
Attention: LNASP-Canada Reimbursements (students in CA)
Attention: LNASP-US Reimbursements (students in the US)

Students in the U.S.--Important:

For Libyan students in the United States, please note that the declared value on the **Customs and/or FedEx Form should be listed as: "no value," otherwise delivery cannot be confirmed.** If you list the value as an amount, such as \$150, \$300, etc., a fee will be charged to CBIE for delivery. The fee typically ranges from \$20 - \$50. **Failure to fill out the form properly will result in that fee being deducted from your thesis reimbursement.**

Don't forget to sign below:

Student's Signature

Date