

# LeTourneau University Reimbursement Grant Application

You may receive a reimbursement grant of up to \$300 to assist in the cost of traveling to LeTourneau for your first campus visit. This grant will be applied during the first semester of the student's enrollment at LeTourneau University. The conditions of the travel grant are as follows:

1. The grant is for a maximum of \$300.00.
2. The grant is only applicable for the first visit to campus.
3. The grant will be applied during the first semester of the student's enrollment.
4. The grant is intended to assist with travel expenses, which may include:
  - a. Bus, train, car rentals, or plane tickets
  - b. Parent lodging, tolls, and fuel (We cannot include food or LETU fees in this total)
5. The grant applications form must be postmarked within one month (30 days) from the visit and be accompanied by receipts (or legible copies) of all applicable expenses. You may also send in copies of credit card statements with items applied highlighted. Scanned and emailed applications and receipts are also acceptable.
6. You will receive confirmation of items received through email.

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Visit:  _____
Total Travel Cost:  _____

List of Expenses:  _____  _____  _____  _____  _____  _____
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Return to: LeTourneau University  
c/o Visit Center Coordinator  
Admissions Office  
P.O. Box 7001  
Longview, TX 75607-7001

**Note:** The reimbursement will *not* show up on the student's financial aid award – it will be applied directly to the student's account after the 12<sup>th</sup> day of class.

*Questions?* Please contact the Visit Center Coordinator at (903) 233-4300 or [VisitCenter@letu.edu](mailto:VisitCenter@letu.edu)