

**THOMAS CRITCHETT FUND
STUDENT REIMBURSEMENT FORM**

Students applying to graduate programs in English Literature, Creative Writing, or Education are eligible for reimbursement from the English Department's Critchett Fund for certain expenses incurred in the application process up to \$300. Such expenses would normally include, but are not limited to, application fees, Graduate Record Exam fees, copying and mailing costs; not eligible are travel expenses for campus visits or for interviews.

To apply for reimbursement, complete the form below, obtain the signature of your faculty advisor if you are a current student, or the Department Chair if you have graduated, staple receipts to this form, and submit to the Department Chair.

Reimbursement applications may be submitted after the initial approval has been granted, as posted on the English Department web site, up to two years after graduation.

The Thomas Critchett Fund was established by a bequest from Macalester alumnus Thomas A. Critchett to support "programs and students in the areas of English and encourage students to pursue careers in education."

FOR ALUMNUS:

YEAR YOU GRADUATED FROM MACALESTER: _____

NAME: _____

HOME ADDRESS: _____

CITY, STATE, ZIP: _____

HOME TELEPHONE: _____

FOR CURRENT SENIORS:

EXPECTED DATE OF GRADUATION: _____

NAME: _____

CAMPUS ADDRESS: _____

(CITY, STATE, ZIP, if off campus): _____

LOCAL TELEPHONE: _____

ALL APPLICANTS MUST COMPLETE THIS SECTION:

List programs (PhD, MFA, MA), universities applied to, itemize and total expenses. TOTAL: _____

- 1.
- 2.
- 3.
- 4.

Your Signature: _____ Date: _____

Faculty Advisor/Department Chair: _____

(Please let the department know of any acceptances you receive and of your decision to attend graduate school.)