**\*\* Refer to Annex A for the Clinical Placement Claims Guide \*\***

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| --- | --- | --- | --- |
| **SCHOLAR’S DETAILS** | | | |
| Name (as per NRIC) |  | | |
| Discipline |  | | |
| University |  | | |
| Year of Study |  | | |
| Total Projected Costs (in foreign currency) | [Calculate the total amount based on your projected costs below. Please indicate which currency is being used (e.g. AUD/NZD/USD/Pounds).] | | |
| Total Projected Costs (in SGD) | [Use exchange rate from MAS website for currency conversion and include a screenshot of the rate] | | |
|  | | | |
| **PLACEMENT DETAILS** | | | |
| Name of Placement Institution |  | | |
| Placement Address |  | | |
| Duration of Placement |  | | |
| Frequency of Visit to the Placement Site(s) Per Week |  | | |
| [Email/Screenshot of Your Placement Details Reflecting Your Name] | | | |
|  | | | |
| **COMPARISON OF PLACEMENT DISTANCE** | | | |
| Address of Current Residence |  | | |
| Distance and Travelling Time from Current Residence to Placement Site(s) |  | | |
| [Map out the distance on Google Maps and insert a screenshot] | | | |
|  | | | |
| **ACCOMMODATION DETAILS** | | | |
| *You are encouraged to choose the recommended accommodation provided by the University or placement facility. If there is no recommended accommodation provided by the University or placement facility, please provide 3 quotations below for comparison. There will be no additional allowance for daily transport if you choose an accommodation that is not within walking distance from your placement.* ***If this is shared accommodation, please indicate the number of people sharing.***  *You are allowed to claim for the period up to 2 days before placement begins and 1 day after placement is completed.*  *Example*  *Placement start date: 15 Oct*  *Placement end date: 5 Nov*  *Period claimmable: check-in 13 Oct (or 14 Oct) and check-out 6 Nov* | | | |
| **Option 1 : [Insert name of proposed accommodation]** | | | |
| Website  [Insert link]  Supporting Document  [Insert screenshot] | | | |
| **Rate Per Night (Per Pax)** |  | **Total Amount Payable (Per Pax)** |  |
|  | | | |
| **Option 2 : [Insert name of proposed accommodation]** | | | |
| Website  [Insert link]  Supporting Document  [Insert screenshot] | | | |
| **Rate Per Night (Per Pax)** |  | **Total Amount Payable (Per Pax)** |  |
|  | | | |
| **Option 3 : [Insert name of proposed accommodation]** | | | |
| Website  [Insert link]  Supporting Document  [Insert screenshot] | | | |
| **Rate Per Night (Per Pax)** |  | **Total Amount Payable (Per Pax)** |  |
|  | | | |
| **Scholar’s Proposed Accommodation** | | | |
| [Provide justifications for the option you have chosen] | | | |
|  | | | |
| **TRANSPORT DETAILS** | | | |
| *Travel route has to be strictly from current residence to placement location and vice-versa. For flight, standard airfare guidelines apply - most direct and economical economy class flights only.* | | | |
| Mode of Transport |  | | |
| Travel route and supporting document  *Please state the following clearly:*  - ***If this is shared transport, please indicate the number of people sharing***  - *Travel route (especially if you have different placement destinations within the same period)*  *- Calculations (e.g. cost per one-way trip x number of trips in total)*  *- For fuel reimbursement, please complete the fuel cost calculator worksheet*  *- Any other relevant attachments*    [Insert screenshot and website link, if any] | | | |
| **Total Transport Amount Payable (Per Pax)** |  | | |
|  | | | |
| **Scholar’s Justification for Transport** | | | |
| [Provide reasons for transport reimbursement] | | | |
|  | | | |
| **SO’S RECOMMENDATION** | | | |
|  | | | |

**Annex A**

