

Declaration to administer student Swift award

For students participating in an external opportunity, the experiential learning coordinator (ELC) will oversee fund administration. Depending on the budget request, the ELC might be expected to (1) hire the student as an undergraduate researcher, (2) approve all subsequent time sheets, (3) help the student procure necessary supplies, and (4) help the student submit travel expenses. The WFCB PI who hosts the award (i.e., the student's academic advisor) will serve as backup for the ELC. They will also approve purchases and travel reports, and the award will show up in their ledger.

Please complete this form and provide directly as a pdf to student, who will then attach it to their Swift application.

Today's Date

Faculty name

By signing this form, I agree to serve as backup to the ELC, approve any purchase and travel reports, and host the award as one of my accounts.

Signature

Student Information

Name of student

Student ID

Title of proposed project

