



The Colenso UNM Travel Fund Feedback Form

About the Fund

The Colenso UNM Travel Fund was been established through a gift by Nottingham alumna Dr Michèle Colenso, who support the applications

1. Applicant's Details

Name	
Course/Programme	
Year of Study	
School/Department/Students' Association Society or Club	
Address	
Telephone	
Email	
Travel Description (Provide a summary of your travel dates, destination, purpose)	

2. Financial Summary

Amount Awarded	
Cost Breakdown (How was the Fund spent? Include all items here)	
Receipts included	Yes/No

3. Travel Report

Why did you decide to go on this travel?	
What experience did you gain from the travel?	
Did the travel meet your expectations? How and why?	
What were the most significant outcomes and/or achievements for you personally?	
What were the greatest challenges? How did you overcome them?	
How will this experience help you in the future?	
What could be done to improve this experience for future recipients of the travel fund?	
Additional comments (Please use this space to add further comments on how the travel has impacted you)	

4. Approver's comments

<p>For completion by Head of School/Department/SA Manager (signatory on application form)</p> <p>Name:</p> <p>Position:</p> <p>Email:</p> <p>Tel:</p> <p>Your thoughts on this project:</p>

5. Feedback List:

- I have ensured that all sections of the feedback form have been completed.
- A summary of impact and benefits of my travel to my development as well as the University of Nottingham Malaysia.
- Write a short thank you letter to the donor, Dr Michèle Colenso.
- 10 photographs with at least 1MB in size and captions.
- A breakdown of how the Colenso Travel Fund was spent, including receipts (airline tickets, train tickets, accommodation costs and meals, etc.)
- I returned any funds which was not spent.
- This feedback form has been read and signed by the Head of School/Department /SA Manager.

Your feedback is crucial in ensuring that the Colenso UNM Travel Fund can continue to fund more student travel in years to come.

Please send your completed form and any supporting material to:

colenso@nottingham.edu.my

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