

Travel on Us Program

Students who live 200 miles or more from Kuyper’s campus will receive a \$200 **travel reimbursement** once the reimbursement form has been received and processed by the Admissions Office. Please read through the information below to ensure you qualify for the **Travel on Us Program**. We look forward to hosting your visit to campus!

Guidelines:

1. Only current high school students (grade 11 or 12) are eligible for the **Travel on Us Program**.
2. Visitors must attend a **Kuyper Experience Day** or make arrangements with the **Visit Coordinator** to qualify during an individualized visit.
3. Kuyper reimburses student visitors \$200 for air/bus/train fare or gas expenses for those living 200 or more miles away from campus. Travel arrangements are the responsibility of the student or the student’s parent. Air/bus/train fare receipts must be attached to the **Reimbursement Request Form** to receive reimbursement. If driving, a route map (Google Maps, MapQuest, etc.) must be attached to the **Reimbursement Request Form** to verify mileage.

Step-by-Step instructions for participation in the Travel on Us Program:

1. **Register** for a **Kuyper Experience Day** at www.kuyper.edu/visit. Add “Travel on Us” to the comments section of your visit registration.
2. Plan your travel:

If driving:	If flying:	If taking train:	If taking bus:
Plan your route to: 3333 East Beltline Ave. NE Grand Rapids, MI 49525	Make sure your flight arrives and departs from the Grand Rapids airport (Gerald R. Ford International or GRR).	Make sure your train arrives and departs from the Grand Rapids Amtrak train station.	Make sure your bus arrives and departs from the Grand Rapids Greyhound bus station.
Print your driving route, showing the most direct route to campus.	Retain your flight itinerary/invoice for reimbursement.	Retain your train itinerary/invoice for reimbursement.	Retain your bus itinerary/invoice for reimbursement.

3. When you arrive on campus, give us this completed **Reimbursement Request Form**, with the accompanying documents described above and **enjoy your visit to Kuyper College!** We look forward to meeting you!

Travel on Us - Reimbursement Request Form

Student Name: _____ Visit Date: _____

Make Check Payable to: _____

Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Phone: _____ Email: _____

Miles Traveled: _____ Air/Bus/Train Fare: _____

Signed: _____ Date: _____