



Account No. Correct	Yes/No	Research Fees to be paid to student €
Research Fees Paid	€	
Thesis Approved	Yes/No	

## Request Payment of Research Fees <sup>1</sup>

### PART A: TO BE FILLED IN BY STUDENTS

#### Personal Data Student

First Name : \_\_\_\_\_  
Last Name : \_\_\_\_\_  
Postal Code and Place of Residence : \_\_\_\_\_  
WU Registration Number : \_\_\_\_\_  
(As mentioned on your Student Card)  
File Number : \_\_\_\_\_  
(As mentioned in your Admission Letter)  
Bank Account No. or Giro Account No. : \_\_\_\_\_  
(Account Number must be in The Netherlands and the same as in the SSC Student Registration System)  
Name of MSc Course : \_\_\_\_\_

#### Data Research Fees

The Research Fees<sup>1</sup> have been funded : ☐ from private resources  
(please tick the box which is relevant)  
☐ by a sponsor, namely \_\_\_\_\_  
(Please fill in the name of the Sponsor who has financed the Research Fees)  
The research will be conducted in (country) : \_\_\_\_\_

Research period spent abroad From \_\_:\_\_\_\_ till \_\_:\_\_\_\_

I hereby request the Student Service Centre of Wageningen University to transfer the Research Fees reserved on my behalf to my Bank/Giro Account Number as mentioned above. I certify that I will use the Research Fees to cover expenses incurred as part of my Thesis Research and that I will not request the Student Service Centre for additional financial support for my Thesis Research .  
I certify that I have filled in this form truthfully and completely to the best of my knowledge.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

### PART B: TO BE SIGNED BY MSc STUDY ADVISOR

#### Declaration of Agreement

- I hereby declare that the above mentioned Student has submitted a Thesis Proposal as part of his/her MSc Programme, which has been approved by his/her MSc Thesis Supervisor. I hereby request the Student Service Centre to pay to the Student the amount of Research Fees reserved on his/her behalf to cover expenses incurred as part of his/her Thesis Research.

Name MSc Study Advisor: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**PLEASE SUBMIT THIS COMPLETED FORM TO THE STUDENT SERVICE CENTRE, DROEVENDAALSESTEEG 2, WAGENINGEN.**  
**IF THE FORM HAS BEEN CORRECTLY FILLED IN AND ALL CRITERIA HAVE BEEN MET, THE RESEARCH FEES WILL BE TRANSFERRED TO THE STUDENT'S BANK/GIRO ACCOUNT WITHIN ONE MONTH AFTER SUBMISSION OF THE FORM.**

<sup>1</sup> The Research Fees are a one-time reservation of funds to cover Thesis Research expenses. The Research Fees must be paid before first registration by Category 2.4.1.V students (Student Charter 2003). International students who have paid Research Fees, or for whom Research Fees have been paid, can submit this form to the Student Service Centre (SSC) for reimbursement of these fees up to a maximum of the paid Research Fees.