

Reimbursement of travel expenses for incoming students

Grants for travel expenses will only be paid out if the **complete** statement has been submitted to the responsible OeAD Regional Office. Only if it is explicitly stated in your award letter are you entitled to a travel allowance as part of your scholarship.

I hereby confirm that all receipts listed in the list below have not been or will not be submitted to any other funding body.

Scholarship programme: Ernst Mach Worldwide

Date and signature: 01.07.2017



All *documents* that are not issued in **German or English** must be translated and converted into **Euros** (see links). Receipts in foreign currency must only be converted using the OANDA currency converter with the "Interbank Rate $\pm 0\%$ " on the date the receipt was issued. This calculation must be printed out and attached to the respective receipt.

Invoice nr.	Date	Route	Transportation ^[1]	Document type ^[2]	Payment method ^[3]	In Euro
1	21.05.2017	VIE-DOH-LHE	Aeroplane	Ticket	Cash payment	669.22
2				Receipt		
3				Boarding pass		
4	21.05.2017	Vienna-Airport	Train	Ticket	Cash payment	4.50
5						
6						
7						
Total						673.72

^[1] According to the guidelines, the cheapest reasonable transport must be chosen; for flights only economy class and for train journeys only 2nd class.

^[2] For flights: Proof of price (invoice or booking confirmation), ticket and boarding pass;
 Bus/train: Proof of price (invoice or booking confirmation), (original)ticket.

^[3] For payments by credit card, PayPal, ATM and bank transfer, a scan copy of the relevant bank statement must also be enclosed.

Invoice Nr. 1

Dear **Max Mustermann**

Thank you for choosing Qatar Airways.

We look forward to welcoming you onboard.

E-TICKET RECEIPT

Booking Reference

12345

Ticket Number

12345678

Flight / Operated By	Departs / Arrives	Class	Fare Basis	Travel Not Valid	Special Services
QR1165 Qatar Airways	VIE (VIE), Airport Vienna Sun, 21 May 2017 18:40	ECONOMY (N) Baggage Allowance 30 Kg	NLR4R1RW	Before - After - 23-Jul-17	No special meal
Confirmed	DOH (DOH), Hamad International Airport Sun, 22 May 2017 05:30				
QR628 Qatar Airways	DOH (DOH), Hamad International Airport Sun, 23 May 2017 10:35	ECONOMY (N) Baggage Allowance 30 Kg	NLR4R1RW	Before - After - 23-Jul-17	No special meal
Confirmed	LHE (LHE), Lahore Airport Sun, 23 May 2017 15:00				

Receipt		Contact Details	
Ticket Fare	SAR 1817.00	Date of Purchase	17-Apr-17
Taxes and Carrier imposed Fees	SAR 270.00 YQ , SAR 87.00 IO , SAR 16.00 E3 , SAR 87.00 IO , SAR 38.00 YD , SAR 55.00 SP , SAR 182.00 RG , SAR 38.00 XZ , SAR 74.00 Passenger Facility Charge PFC (G4AF) , SAR 4.00 PZ	Office	Visit www.qatarairways.com/contactus
Total	SAR 2668.00		
Payment	Cash		

Notice

- To make a change to your booking, you can use the 'Manage Booking' option on qatarairways.com or contact the nearest Qatar Airways office. Please refer to qatarairways.com/contact for details.
- You can check Qatar Airways flights' status at fs.qatarairways.com/flightstatus
- For feedback and complaints please visit qatarairways.com/tell-us

NEXT STEPS

Manage your booking
qatarairways.com/managemybooking

Check-in Online
qatarairways.com/checkinonline

Note: Your travel itinerary is subject to Qatar Airways' full conditions of carriage, available at qatarairways.com/legal or upon request from your nearest Qatar Airways office.

Invoice Nr. 2

FLIGHT CASH RECEIPT

Company Name: TRAVEL AGENCY GLOBAL VOYAGE

Address: Empire Center, Office 123, Lahore, Pakistan

Website: <http://global.voyage.example.com>

Address: global.voyage@example.com

Received From

Name: Max Mustermann

Email: max.mustermann@gmail.com

Date: 17.04.2017

Receipt No.: 12345

Due Date: 18.04.2017

Amount (Received)

Ticket number: 12345678

Flight Date: 21.05.2017

Departure and Arrival Location: VIE-DOH-LHE

Account Details:

Payment Mode:

Total Due Amount: 2668

Currency: SAR

Total Amount Paid: 2668

Payment method: Cash

**Balance Due/
Unpaid Amount:** 0.00

Payment date: 17.04.2017

Received By:



Signature and Stamp



BOARDING PASS

BOARDING PASS

Invoice Nr.3. Boarding pass must be submitted in original form!

Passanger Name:

Passanger Name:

From:

ETKT

From:

To:

Date:

Time:

To:

Date:

Time:

Gate:

Flight

Seat

Gate

Board till:

Flight:

Seat:

Board till:



180600658708

AuftragNr: 0287 0451 1675 4139

🕒 gültig Do, 16. Aug 2018 08:00 - Fr, 17. Aug 2018 07:59

Invoice Nr.4. Train tickets must be submitted in original form!

📍 Wien Kernzone

📍 Flughafen Wien Schwechat

1 x Vollpreis

2. Klasse

€ 4,50 inkl. 10% Steuerbetrag 0,45


0000-0000-0000-8010



POS.

7399990663|1003-21-1|2200|2600 0990 7367 7615|20180815/21.41

Currency Converter

Over 31 years of currency data. Powered by  OANDA

SAR Saudi Riyal ▼


EUR Euro ▼

2,668

669.22

SAR EUR USD BTC

EUR USD GBP ETH

Date < 17 April 2017 > 

Preview interbank rate +/- 0% ▼ 

OANDA's currency calculator tools use OANDA Rates™, the touchstone FX rates compiled from leading market data contributors.



30D

60D

90D

Bid Sell 1 SAR Ask Buy 1 SAR

Min 0.25069 0.25141

Avg 0.25083 0.25168

Max 0.25101 0.25168

SAR/EUR for the 24-hour period ending
Sunday, Apr 16, 2017 21:00 UTC

These values represent the daily average of the Bid and Ask rates OANDA receives from many data sources.

Live Rates

Name	Bid	Ask
EUR/USD	– 1.0950 ⁴	1.0952 ⁰