

## 1 Personal information – Note: All spaces must be completed

Customer number in Lånekassen	Date of birth and personal ID no. (11 digits)
Surname	First and middle name
Address in Norway	Permanent address in home country
E-mail	

## 2 Educational program

Program at your university/college	Duration of your program (start and completion dates)
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## 3 Travel expenses claimed for (Tick one of the boxes below)

<input type="checkbox"/> <b>Initial trip to Norway</b> One-way ticket from your home country to Norway at the start of the Quota Scheme. Date of arrival .....
<input type="checkbox"/> <b>Annual travel home</b> Round-trip ticket between your home country and Norway. Date of departure ..... Date of return .....
<input type="checkbox"/> <b>Field work / Data collection</b> Please attach a statement from your academic supervisor confirming that the field work is a necessary part of your Norwegian educational program. The field work period (start and end date) must be stated. Read more on the next page. Date of departure ..... Date of return ..... Period of field work: Start date ..... End date .....
<input type="checkbox"/> <b>Final return to your home country</b> One-way ticket, from Norway to your home country, completion of program. (Note: Your final travel must take place within 3 months after completion of your program; otherwise Lånekassen will NOT reimburse your travel expenses.) Date of departure .....

## 4 Signature and stamp

Date	Your signature	Signature and stamp from the university/college. We confirm that air tickets / ticket reservations has been controlled and checked.
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# Travel support

Travel support is determined by customary prices, and does not necessarily cover all of your actual travel expenses.

## Annual travel home

You may receive support for travel to your home country once a year, if your education in Norway has lasted for at least one year. However, if your education starts in the spring semester, you may receive travel support when your study has lasted for one semester or more.

Support for annual travel home may be given for any time of the year, provided the academic institution approves your absence. It is a requirement that you have not conducted field work during the semester before, or are planning to conduct field work during the semester after your travel home. See § 52-5 in Lånekassen's regulations at [lanekassen.no/forskrifter](http://lanekassen.no/forskrifter) (in Norwegian only).

## Field work

If your educational program includes field work in your home country, you may receive support for a round trip. It is a requirement that you will collect source material in your home country, for this trip to be approved as field work. You must therefore attach a confirmation from your academic supervisor.

You may receive support for an extended academic year (i.e. summer support) if you are going to conduct field work in your home country, and must do so during the summer, since you are occupied with mandatory education in Norway during the academic year.

Summer support may not be granted if you have stayed, or are planning to stay, in your home country during any duration of the semester before, or during the following semester.

If field work is combined with a holiday, summer support may only be granted for the period that you are actually doing field work.

## Final return to your home country

You may receive support for your final travel home after you have finished your educational program under the quota scheme.

Support for final travel home is provided if the return takes place within three months after graduation, or completed dissertation for PhD students. Support may also be given if you do not complete your education.

You may also be granted support for final travel home if you complete your education without support from Lånekassen. You must complete your education as a self financed student within one year. Support is provided if the return takes place within three months after graduation, or completed dissertation for PhD students. Support may also be given if you do not complete your education as a self financed student in Norway, as long the return home takes place within a year after you last received support from Lånekassen.

For more information, see [lanekassen.no/quota](http://lanekassen.no/quota).

You will find contact information for Lånekassen at [lanekassen.no/kontakt](http://lanekassen.no/kontakt).  
Please send this form to: **Lånekassen, postboks 430 Alnabru, N-0614 Oslo, Norway.**