

University Supervisor Travel

INSTRUCTIONS:

1. Driver makes entries of Odometer readings for each trip.
2. At end of month: send copy to Clinical Experience Office by the 5th of the following month.
3. Submit to OCE electronically with email approval.

East Carolina University
Office of Clinical Experience
110 Speight Building

Total <u>Miles</u> Page 1:	113
Rate Per Mile:	\$0.575
Total <u>Amount</u> Page 1:	\$64.98

Purpose of Trip: Intern Supervision and Mandatory Meetings

TRAVEL LOG

University Supervisor Name: PeeDee Pirate			Lead Coordinator Susan Morgan		Department Fund Number: FOAP NUMBER GOES HERE		
Traveler's Permanent Address: 100 Ficklen Drive Greenville, NC 27858			Director Dr. Vivian Martin Covington		Banner ID Number B00123456		For Month of: August
DATE	OFFICIAL TRAVEL		DESTINATION	ODOMETER READING	MILES TRAVELED	TOTAL MILES	
Leave	From	To	School Location				
8/15/2014	Home	J.H. Rose High School	600 W. Arlington Blvd Greenville, NC 27834	Leave 0	2	4	
				Return 2			
	J.H. Rose High School	Home	100 Ficklen Drive Greenville, NC 27858	Leave 2	2		
				Return 4			
				Leave	0		
				Return			
Total amount this trip						\$2.30	
8/19/2014	Home	Kinston High School	2601 N. Queen St Kinston, NC 28501	Leave 0	27	62	
				Return 27			
	Kinston High School	Snow Hill Primary	502 SE 2nd St. Snow Hill, NC 28580	Leave 27	12		
				Return 39			
	Snow Hill Primary School	Home	100 Ficklen Drive Greenville, NC 27858	Leave 39	23		
				Return 62			
Total amount this trip						\$35.65	
8/21/2014	Home	North Pitt High School	5659 NC Hwy 11 North Bethel, NC 27812	Leave 0	11	22	
				Return 11			
	North Pitt High School	Home	100 Ficklen Drive Greenville, NC 27858	Leave 11	11		
				Return 22			
				Leave	0		
				Return			
Total amount this trip						\$12.65	
8/22/2014	Home	J.H. Rose High School	600 W. Arlington Blvd Greenville, NC 27834	Leave 0	2	25	
				Return 2			
	J.H. Rose High School	North Pitt High School	5659 NC Hwy 11 North Bethel, NC 27812	Leave 2	12		
				Return 14			
	North Pitt High School	Home	100 Ficklen Drive Greenville, NC 27858	Leave 14	11		
				Return 25			
Total amount this trip						\$14.38	
Under penalties of perjury I certify this is a true and accurate statement of the expenses and accurate allowances incurred in the service of the state.			Traveler's Signature PeeDee Pirate		Date 8/31/2014	Total Page 1 113	
					Additional Pages	0	
					Total pages	113	
					TOTAL AMT.	\$64.98	