

### SNA Educational Grant Allowable Expenses

Expense	Authorized?
Laboratory fees, studio fees, course internet fees	YES
Application/entrance/enrollment fees	YES
Consumables (pens, notebooks, highlighters, etc.)	YES
Late registration fees, class withdrawal fees.	NO
Record maintenance fees, student activity/student ID	YES
Membership of society dues/fees.	NO
General technology fees, parking fees, transcript fees, dissertational/oral exams.	YES
Text books, manuals and study guides.	YES
Taxes & shipping for authorized expenses (i.e. books)	YES
Non-consumables (memory sticks, ink cartridges, clothing items, etc.)	NO
Software available on the USN work station or at the learning institution (i.e. Microsoft Office, etc.)	NO
Class specific requirements such as software, calculators or stethoscope. Student must provide syllabus with application showing the item is a required item for the course.	YES
Internet connection fee for home use.	NO
Computer equipment or peripherals; camera/tripod.	NO
Tuition paid by student loans that are not in payback status (student is not making payment on loan yet)	NO
SAT, ACT, GMAT, PRAXIS, CLEP, DSST exams	NO
Motor vehicle/motorcycle safety courses	NO
Tuition costs in excess of Tuition Assistance	YES

- Receipts for each item must be dated within the past 6 months.
- Receipts MUST show proof of payment. Proof of payment on receipt must show a credit card charge or state "Paid in Full" or a balance due of \$0.00 or otherwise clearly shows payment has been made.
- Submit legible copies of receipts as receipts will not be returned to the member.