

Evaluation «Invite your Expert»

Your name

Your work e-mail

Institute

Name of supervisor

Invited expert

Institution of the expert

Description of the organized event

Approximate number of participants at the event

Are you satisfied with the outcome of the event and the contribution of the expert?

What have you learned?

Are there sustainable outcomes (such as further collaborations etc) from this meeting/event?

Used budget (max 2000 CHF):

| | | |
|--------------|------------------------------------|------------|
| Expert | Transportation (max 1000 CHF) | CHF |
| | Accommodation (max. 200 CHF/night) | CHF |
| Event | Catering (max. 500 CHF) | CHF |
| | Material (max. 200 CHF) | CHF |
| Total | | CHF |

Please include all payment receipts and account information for reimbursement (next page).
Incomplete documents cannot be reimbursed.

Signatures

Date
PhD student

Date
Supervisor of PhD student

Account information for reimbursement:

Beneficiary / Account holder

First name

Last name

Street / Number

PO Box

Postal code and city

Country

Account information

Account currency

IBAN

BIC / SWIFT

Name of Bank

Street / Number

PO Box

Postal code and city

Country