|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **STUDENT MILEAGE REIMBURSEMENT FORM**  The purpose of AHEC reimbursement is to help ease the financial burden and encourage students that are interested in completing rotations and/or community service learning opportunities in rural or underserved Alabama communities. Rotations and/or community service learning opportunities must be completed at a clinical site or organization that is located in a Health Profession Shortage Area (HPSA) or Medical Underserved Area (MUA). In order to determine if your site meets these requirements please use the [HRSA designation look-up page](http://datawarehouse.hrsa.gov/geoAdvisor/ShortageDesignationAdvisor.aspx). Students may receive reimbursement for mileage at $.30 per mile up to $200 per rotation, while funding is available.  In order to receive mileage reimbursement you must complete and return the following forms to the Southern Alabama AHEC Office two weeks **after** your last day. For additional about AHEC travel and housing assistance please refer to the Community-Based Student Education Guide. | | | | | | | |
| Today’s Date: | | | | | | | |
| Student Name (last, first, m): | | | | | | | |
| Clinical Site Name: | | | | | | | |
| Clinical Site Address: | | | | | | | |
| Clinical Site Preceptor Name: | | | | | | | |
| Date(s): | | | Total Number of Hours Completed: | | | | |
| **Date of Travel** | **Starting Address:** | | **Ending Address:** | | | **Round Trip? (Y/N)** | **Total Mileage** |
| Ex. 2/03/2010 | 619 19th St.,  Birmingham, AL, 35249 | | 317 McWilliams Ave., Camden, AL, 36726 | | | Y | 256 |
|  |  | |  | | |  |  |
|  |  | |  | | |  |  |
|  |  | |  | | |  |  |
|  |  | |  | | |  |  |
|  |  | |  | | |  |  |
|  |  | |  | | |  |  |
| **Total Miles** | | | |  | | | | |
| To be complete by AHEC staff:  Approved by | | Date Approved | | | | | |
|  | | Amount Paid | | | Date Paid | | |

If you have questions please feel free to contact the Southern Alabama AHEC office at (251) 809-1534 or email Vanessa Hall at vhall@saahec.org.