SMCV, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To the Director of the Law Department**

**To the Coordinator**

**of the PhD**

**MISSION AUTHORIZATION REQUEST**

The undersigned………………………………………….…………………….…………………………………………., Research PhD student of the cycle ……………………, is requesting authorization to go on a mission………………………………………………at……………………… …………………………………………………………………………………..…from the…….….………………………… to…………………………………….for the following reasons……………………………………………………………………………… ………………………………………………..

and declares that the mission is necessary and relevant to……………………………………………………………………………………………………… ………………………….

The expense of the mission will be borne by the PBO …………………………………………..………………………….………

Since this is a research fund, it is declared that the accomplishment of the mission is directly connected to the research program to which the funding on which the expense is charged refers.

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| **The Coordinator of the PhD** | **The interested party** | **The Director of the Department** |
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**Operation by the Administrative Office**

1. Travel expenses €………………………………

Airplane €………………………………

Bus €………………………………

Train €……………………………………

Taxis €…………………………………

1. Accommodation costs €………………………………
2. Food costs €………………………………
3. Conference registration fee €………………………………
4. Other €………………………………

**Total**€………………………………

|  |  |  |
| --- | --- | --- |
| **The Coordinator of the PhD** | **The interested party** | **The Director of the Department** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |