|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Pay to (***full name***):** |  | | | | | | | | |
| **The amount of (***words***):** |  | | | **The amount of (numbers):** | | |  | **Currency:** |  |
| **Project title:** |  | | | | | | | | |
| **Project reference No:** |  | | | | | | | | |
| **Funding agency/program:** |  | | | | | | | | |
| **Role in the project:** |  | | | | | | | | |
| **Working period\*:** | **From:** |  | | **To:** |  | | | | |
| **Total number of working days in the project\*:** |  | | | | | | | | |
| *For students* | | | | | | | | | |
| **Major** |  | | **Receiving assistantship:** | | | **Yes  No** | | | |
| *For Academic Members:* | | | | | | | | | |
| **Do you have a teaching overload during the period of this payment?** | | | **Yes  No** | | | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **For Non-GJU Staff** | **Account holder’s name:** |  | | |
| **IBAN:** |  | | |
| **Swift BIC:** |  | | |
| **Bank:** |  | **Branch:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Signature** | **Date** |
| **Project Coordinator** |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **International Project Office** | ***Project Officer*** | | | |
| **Fund Availability:** | **Available  Not available** | | |
| **Compatible with Regulations:** | **Yes  No** | | |
| **Notes:** |  | | |
| **Signature:** |  | **Date:** |  |
| ***Director of the International Project Office*** | | | |
| **Notes:** |  | | |
| **Signature:** |  | **Date:** |  |

***\*Please attach the detailed timesheet***