

Price Expectations:

Recipients of OSD funding should incur the lowest reasonable travel expenses to ensure that as many students as possible can take advantage of OSD opportunities

- **Registration Fees:** OSD will reimburse registration fees for your competition. If your affinity group must pay a fee to register with a national organization, the student organization is responsible for this expense.
- **Transportation:** OSD will reimburse travel costs between Boston and the location of your competition.
 - You will be reimbursed for the cost of the lowest method of travel to your competition's location (for example, if there are bus tickets to New York City for \$40 round trip and you buy train tickets for \$200, only \$40 will be reimbursable)
 - OSD will reimburse for air or rail travel provided it does not exceed the cost of the least expensive bus tickets, or if the competition is a prohibitive distance by bus.
 - If traveling by car, you will be reimbursed for gas expenses used for OSD travel.
- **Lodging:** OSD will reimburse the cost of lodging for a number of nights equal to the number of days in your competition. Please get pre-approval if this limitation is a hardship and an extra night would be beneficial.
 - OSD has a limited budget: in order to allow as many students as possible to participate in OSD opportunities, please keep lodging reasonably priced. Please price compare to find the best possible lodging.
 - You are required to share lodging. Please submit a justification in advance if there is a reason why you cannot share a room with your teammate.
 - You are permitted to use Airbnb for lodging, assuming that the rate is less than or equal to available hotel rooms.
- **Food:** OSD will reimburse for a maximum of 3 meals on a day you are at the competition. If you are only traveling for part of the day, OSD will reimburse for an equal proportion of meals.
 - Appetizers/deserts may not be reimbursed, unless ordered in lieu of a meal
 - One beverage per meal will be reimbursed
 - Alcohol is not reimbursable
 - If reasonable for the meal setting, reimbursement may include a tip of up to 20%
- **Other Expenses:** Please check in with Aileen McGrory or email lawstudentaffairs@northeastern.edu in advance to discuss whether other expenses will be reimbursable.