

NuTrip Travel Approval for OCS/OCL & PD Funding Scheme

1 Process through Nutrip until you get to this section

2 Ensure 'Personal Contribution' is checked

Trip Plans / Create New Trip

1 Details 2 Destinations 3 Budget 4 Approval

Total Budget: AUD 0.00

Cost centre: 01 Flinders University

Trip currency: AUD - Australian Dollar

☐ Operationally Funded ☐ Research Grant Funded (Tied) ☐ Externally Funded (Direct) ☒ Personal Contribution

Budget Type: Funding Source: Personal Contribution

☒ Fund code exempted

AUD Enter amount: 0

CANCEL ADD

3 Ensure 'Fund code exempted' is checked

4 Choose 'Personal Contribution' in this dropdown

** Make sure you add in multiple entries in this section to capture both flights and accommodation if necessary*