

**IPFW**  
**Athletics Department Student Host Funds Request Form**  
**(Official Visit/Recruiting)**

IPFW's \_\_\_\_\_  
(Sport)

player \_\_\_\_\_ will be hosting \_\_\_\_\_  
(designated/assigned host) (Prospective student-athlete)

from \_\_\_\_\_ thru \_\_\_\_\_.  
(Start date) (End date)

Pursuant to NCAA BYLAW 13.7.5.5 (Student Host), a maximum of \$30 will be allowed per day to cover all actual costs of entertaining the prospect and his/her parents, legal guardians or spouse., excluding the cost of meals and admission to campus athletics events. Please note, a student host is to be afforded \$15 for each additional prospect during the 48 hour period.

**Requested by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Coaches Signature**

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Compliance Coordinator**

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Athletics Business Mgr.**

Cost Center: 20020220\_\_\_\_\_  
Fund: 24070005  
GL/Account: 533615

**Amount to be Charged: \$** \_\_\_\_\_

**Funds Available Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Assistant Comptroller**

I, \_\_\_\_\_, (Student Host) acknowledge receipt of \$ \_\_\_\_\_ to be  
(Signature of host) (Amount received)

used for meals and/or entertainment for the above prospect(s) during the dates listed above. In addition, I understand that all unused funds are to be returned to the IPFW Athletics Business Manager Office 24 hours immediately following the prospect's departure from the campus.

**Bursar keeps one copy and sends one copy back to athletics**