



Office of the Dean of Students

Student Travel Report

Students who travel In-City Off Campus or Out-of-City Off Campus to conferences, workshops, seminars or other events are required to complete this report and return it to the Office of the Dean of Students no later than one week after the event is attended. The report provides for documentation on student attendance and the benefits to CNM and/or the Recognized Student Organization. Failure to complete the report may result in your or the Recognized Student Organization's ability to travel in the future.

Please answer the following questions in as much detail as possible. Preference would be to complete the report in a MS Word format.

1. Based on your proposal for travel and the information you provided regarding the need to attend this event, did it accomplish what it was intended to do (If yes or no explain)?
2. Please describe how travel to this event benefited you, your Recognized Student Organization, and CNM.
3. Please describe the workshops and or seminars you attended. If it was a single event please describe that.