

CAREER DEVELOPMENT CENTRE

VOLUNTEERING: EXPENSES POLICY

Volunteers are eligible for reimbursement of reasonable expenses incurred while undertaking volunteer placement. The external organisation will normally be responsible for reimbursing these expenses, unless they have notified us that they are unable to do so. In this case, we advise the student to find alternative ways of funding his/her expenses. We do not have the necessary funds to fund volunteer expenses. The external organisation must notify us about the expenses policy when registering and if any changes occur at any point in the future, this need to be communicated formally to staff members.