

One-Over-One Approver Endorsement Form

Student/Employee Name:

Student/Employee ID:

Email Address:

Club Name:

Department:

Amount Requested:

Project Summary (include what expenses are for):

For Supervisor:

By approving the project, the supervisor agrees to act as the “One-Over-One Approver” (as defined in the [University of Waterloo Policy 31- University Expenses](#), Section B) for the Project Funding applicant and will make reimbursement of expenses from departmental/faculty funds to the students in compliance with Policy 31. After the completion of the project work and/or before the expiry of the MEF funding period, the supervisor, with the assistance of the faculty financial officer in the relevant faculty, will arrange to recover funds from MEF. Additional information on MEF's Project Funding One-Over-One Approval Process can be found on the [Terms for Project Funding](#) page. Questions may be directed to the MEF Executive Director by email at mefcom@uwaterloo.ca.

☐ Approve

☐ Reject

Comments:

Name: _____

Signature: _____