
Alaska Adult Education Out-of-State Travel Request

Request must be submitted at least 60 days prior to travel

Teacher's Name: _____
Adult Education Program: _____ Region: _____
Phone Number: _____ Email: _____

Projected Budget			
	Estimated Expenses	Other Funding	AAE Funding
Airfare			
Hotel			
Per Diem			
Transportation			
Registration			
Other			

Conference:

- COABE Conference GED National Conference
 Pro-Literacy Conference TSOL International Convention
 Other: _____

Describe how this conference will assist you in your position.

Complete and submit the proposal form to one of the following:

1. Email: ged@alaska.gov
2. Fax: 907-465-4186
3. Mail:

Alaska Department of Labor and Workforce Development
AK Adult Education Office
PO Box 115509
Juneau, AK 99811-5509



State of Alaska Adult Education Program

Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities
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