

Columbia Physics 2026 Open House Expenses Reimbursement

For Open House participation, we will reimburse up to a fixed amount relative to the distance you need to travel. **The reimbursement will be based on where an individual is currently matriculated. If an applicant has already graduated, they will be reimbursed based on the mailing address listed in their application.** Below are the maximum amounts that we will be able to reimburse you during your visit to Columbia. If you are planning to visit other schools in the area, please provide us with a list of those schools so we can make arrangements to split expenses with them.

Reimbursement Rates

\$400 for West Coast states:

WA, OR, CA, NV, ID, MO, UT, AZ, WY, CO, NM, ND, SD, NE, KS, OK, TX (includes Western provinces of Canada)

\$300 for Midwest states:

MN, IA, MT, AR, LA, WI, IL, MS, AL, TN, KY, IN, MI, OH (includes central provinces of Canada
**For reimbursement purposes, Ontario falls under this category)*

\$200 for East Coast states:

ME, NH, MA, VT, PA, WV, MD, DC, VA, NC, SC, GA, FL (includes Atlantic provinces of Canada)

\$100 for immediate vicinity:

NY, NJ, CT, RI, DE

Reimbursement Procedure

Step 1: Email Peggy Huang (ch3778@columbia.edu) and cc **Ashley Delphia** (ashley.delphia@columbia.edu) with both your name and "2026 Open House reimbursement" in the subject line. In the body of the email, please inform them that you need to set up your payee profile to be reimbursed for Open House expenses

Step 2: Follow the instructions provided in follow-up email on how to create your profile in the Columbia PaymentWorks system (click [here](#) for registration guideline)

Step 3: After your trip, please email the following documents to Peggy

- Completed Expense Worksheet_Guest (xls)
 - Copy of your receipt(s) with one receipt per (PDF) file. Please label the file using the following naming convention "**Date of Expense_Business Purpose_Amount**" (e.g. "1-27_Lunch_\$25.00," or "1-27_flight ticket from NY to LAX_\$220.Step")
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Questions

For any Open House reimbursement-related questions, please contact **Ashley Delphia** at ashley.delphia@columbia.edu