



## TRAVEL POLICY

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### **PURPOSE:**

To establish the basis upon which CSUSM Corporation provides reimbursement for official business travel.

### **SCOPE:**

This policy is applicable to CSUSM Corporation officers, directors, employees, volunteers, agents, students, contractors, principal investigators, or other designated representatives travelling on CSUSM Corporation official business.

### **POLICY:**

The CSUSM Corporation Board of Directors has determined that the policy on travel shall follow policies and procedures set forth in the CSUSM Travel Guidelines and the CSU Travel Policy ICSUAM 3601.

### **REFERENCE:**

ICSUAM 3601 - CSU Travel Policy <https://calstate.policystat.com/policy/6965303/latest/>  
CSUSM Travel Guidelines <https://www.csusm.edu/travel/index.html>