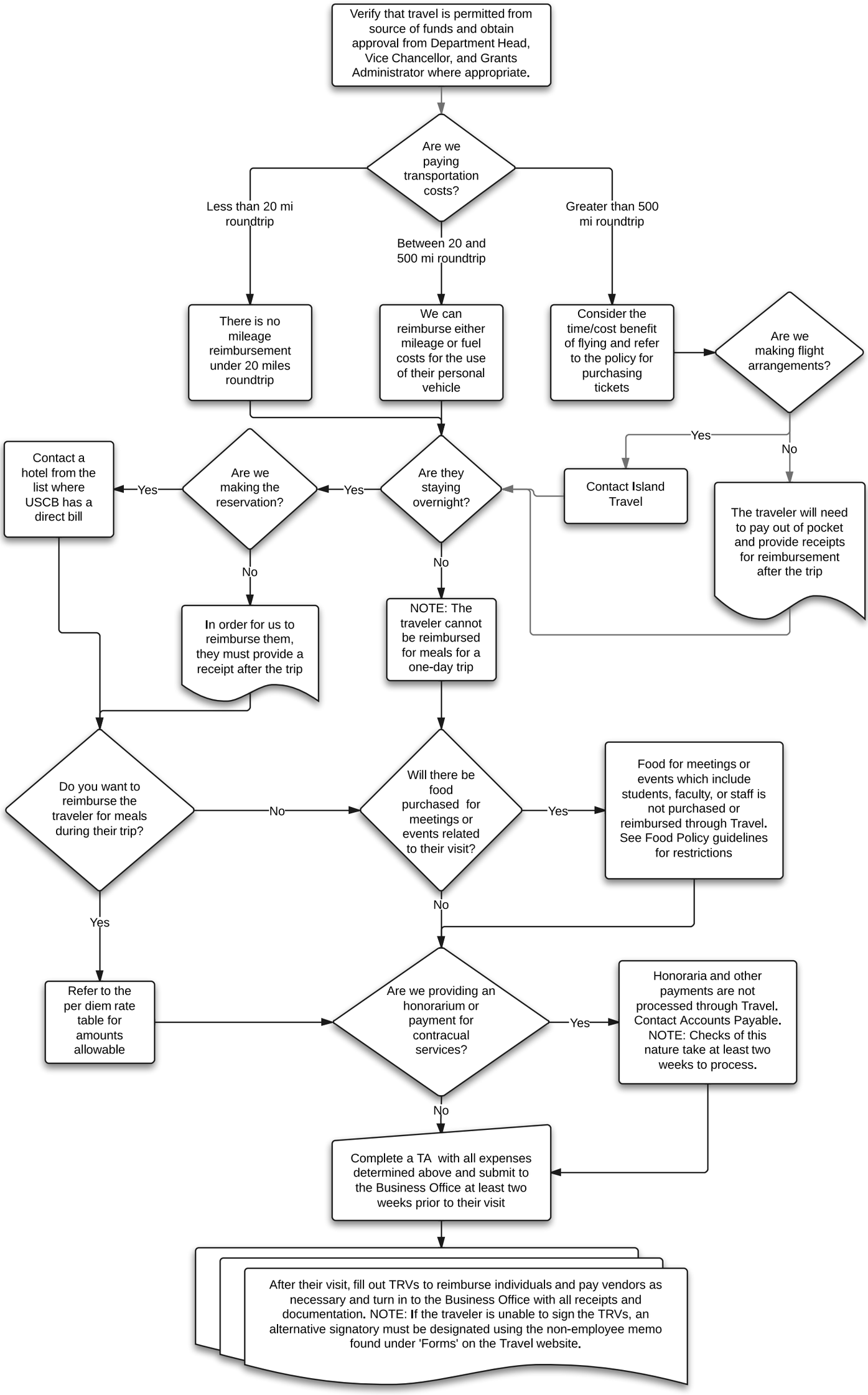
Guest Travel

A Travel Authorization for individuals other than students, faculty, and staff should be filled out two weeks prior to their visit to campus. Please refer to the guide below in determining payment options and reimbursable costs to include on the Travel Authorization. For specific instructions on how to fill out the form, click here.