

C.2.9.1 (Procedure) Employee Travel Expense Reimbursement

Responsible Department: Vice Chancellor for Finance and Administration

Based on Board Policy: [C.2.9](#) - Employee Travel Expense Reimbursement

Approved: 8-18-09

Last Amended:

Employee travel expense reimbursement shall be in accordance with the Employee Travel Procedure. The procedure and other helpful information and forms are available at the Finance and Fiscal Services website:

<https://share.alamo.edu/finance-administration/ffs/ap/SitePages/Travel-Information.aspx>