

Travel ^[1]

The University's managed travel program is designed to meet the travel needs of all individuals who travel on official University business. Pre-approval is required prior to all trips. Approval for domestic travel is obtained within the department. Approval for international travel is processed online through the Concur Travel & Expense System (Concur).

Use Concur to book domestic travel and process expense reports. Use the University's travel management company, Christopherson Business Travel (CBT), to book international travel and group travel; you can also use CBT for domestic bookings, if desired.

To get started, click a link below.

[Book Travel](#) ^[2]

[Travel Apps](#) ^[3]

[Reconcile Expenses](#) ^[4]

Are you an infrequent traveler?

You may want to visit the links below. They offer good tips and reminders for infrequent travelers.

- [Booking a Trip](#) ^[5]
 - [Just Before You Go](#) ^[6]
 - [Welcome Back](#) ^[7]
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Source URL: <https://www.cu.edu/psc/travel>

Links

[1] <https://www.cu.edu/psc/travel>

[2] <https://www.cu.edu/psc/book-travel>

[3] <https://www.cu.edu/psc/training/using-travel-apps>

[4] <https://www.cu.edu/psc/reconciling-expenses>

[5] <https://www.cu.edu/psc/infrequent-traveler-booking-trip>

[6] <https://www.cu.edu/psc/infrequent-traveler-just-you-go>

[7] <https://www.cu.edu/psc/infrequent-traveler-welcome-back>