The University of Colorado’s managed travel program supports the robust and complex travel needs of all individuals who travel on university business.
The travel program works to:

- Facilitate a safe and efficient travel experience for faculty, staff, students, and guests
- Support travelers in navigating and applying required policies and processes
- Develop and maintain strategic partnerships with valued partners for negotiated rates and offerings that reduce the overall cost of travel

Resources found on these pages support both employee and non-employee travel.

Access Concur via your campus portal.
• Booking Through an Agent [9]
• Request to Reassign Airfare Charges [10]
• Calculating Reimbursable Mileage and Ground Transportation [11]

Related Articles

• Concur Expense: Reconciling Employee Travel [12]
• Concur Expense: Managing Itineraries & Travel Allowance (Per Diem/Meals) for Employees [13]
• Concur Expense: Mileage Reimbursements [14]
• Concur Request: Creating and Submitting Travel Pre-Approval Requests [15]
• Concur Request: Managing Requests [16]
• Concur Request: Viewing Requests [17]
• Concur Travel: Booking Airfare in Concur [18]
• CU Travel: Booking Non-Employee Travel [19]

SEARCH ALL ARTICLES [20]

Policies and Procedures

• PSC Procedural Statement: Travel [21]
• PSC Procedural Statement: Cash Advances [22]
• APS 4024 - Travel Authorization Policy [23]
• Finance Procedural Statement: Business Expense Substantiation & Tax Implications [24]
• Finance Procedural Statement: Sensitive Expenses [25]
• Internet Airfare [26]

VIEW ALL PROCEDURES [27]

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Links