

# UNIVERSITY RULE

## **13.04.99.M1 Student Travel**

*Approved January 20, 2002*

*Revised September 20, 2006*

*Next Scheduled Review: September 24, 2012*

[Supplements System Policy 13.04](#)

### 1. GENERAL

This rule must be read in conjunction with Standard Administrative Procedure [13.04.99.M1.01: Student Travel Procedures](#).

The purpose of this rule is to promote the health and welfare of Texas A&M University students by regulating travel that is undertaken by one or more students presently enrolled at the University to reach an activity or event organized or sponsored by the University that is located more than 25 miles from the University and that is:

- 1.1 funded by the University and students use a vehicle owned or leased by the University; or
  - 1.2 required by a student organization recognized at the University; or
  - 1.3 undertaken under the scope, direction, or election of a college, department, class, university office, learning community, study abroad program, recognized student organization, or their representatives.
- ### 2. TRAVEL SAFETY GUIDELINES FOR STUDENT USE OF MOTORIZED VEHICLES

During travel situations specified above, students must abide by the following safety guidelines.

- 2.1 In accordance with state law, drivers must use seat belts or other available safety restraints and require all passengers to do likewise.
- 2.2 Drivers, occupants, and their luggage should not exceed the vehicle manufacture's recommended capacity.
- 2.3 Drivers must be at least 18 years old and possess a valid driver's license that is appropriate for the classification of vehicle being driven.
- 2.4 Operator fatigue should be considered when selecting drivers. On lengthy trips, alternate drivers should be used to avoid fatigue.

### 3. TRAVEL SAFETY GUIDELINES FOR STUDENTS TRAVELING INTERNATIONALLY

- 3.1. All foreign travel regulations must be followed, most notably 21.01.03.M1 which states that undergraduate students are not allowed to travel to a country with a U.S. Department of State Travel Warning in place restricting travel by U.S. citizens to the destination country.
- 3.2. National standards for health and safety on trips abroad should be addressed by campus trip sponsors. These may be accessed at [http://www.nafsa.org/regulatory\\_information.sec/education\\_abroad/health\\_and\\_safety\\_1](http://www.nafsa.org/regulatory_information.sec/education_abroad/health_and_safety_1).
- 3.3. Additional information about international travel safety guidelines and group health insurance may be obtained through the Study Abroad Programs Office. A variety of additional resources for such trips are available including on-line applications, emergency contact information, international travel insurance, and general pre-departure sessions.

### 4. ADDITIONAL PROCEDURES

This rule is considered to be a minimum standard. Departments, units, and/or student organizations may mandate additional standards as deemed necessary to address the unique requirements associated with a particular type of student travel.

#### OFFICE OF RESPONSIBILITY:

[Vice President for Student Affairs](#)

[Provost and Executive Vice President for Academic Affairs](#)