



# MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

**TITLE:** College Business Travel

**NO.** 6.2

**SECTION:** Student

**PAGE:** 1 of 1

---

The Board recognizes that a Student may be required to travel in order to fulfill the objectives of the Instructional, Student Activity, or Athletic Programs of the College. It is expected that the conduct of any Student traveling under the auspices of the College will be compatible with the mission of the College as an educational institution.

The College may pay the approved expenses of travel required in connection with instruction or athletics. Expenses of Student travel for Student Activities may be assumed either by individual students and/or by Associated Students of Morton College.

Travel by a Student is subject to the recommendation of the appropriate Dean of Students and approval of the President, within the limitation of budget and existing policy and procedure.

Out-of-state travel by a Student shall be reported to the Board.

Travel by a Student outside the Continental United States is subject to approval of the Board.

Reimbursement for appropriate expenses incurred is subject to the conditions specified in Board Policy 8.3, Reimbursement for Travel Expenses.

---

**DATE APPROVED BY BOARD OF TRUSTEES:** December 27, 1977; January 23, 2019

**DATES REVISED:** March 24, 1983; April 24, 1986; December 19, 2018

**REVIEWED DATES:** December 19, 2018