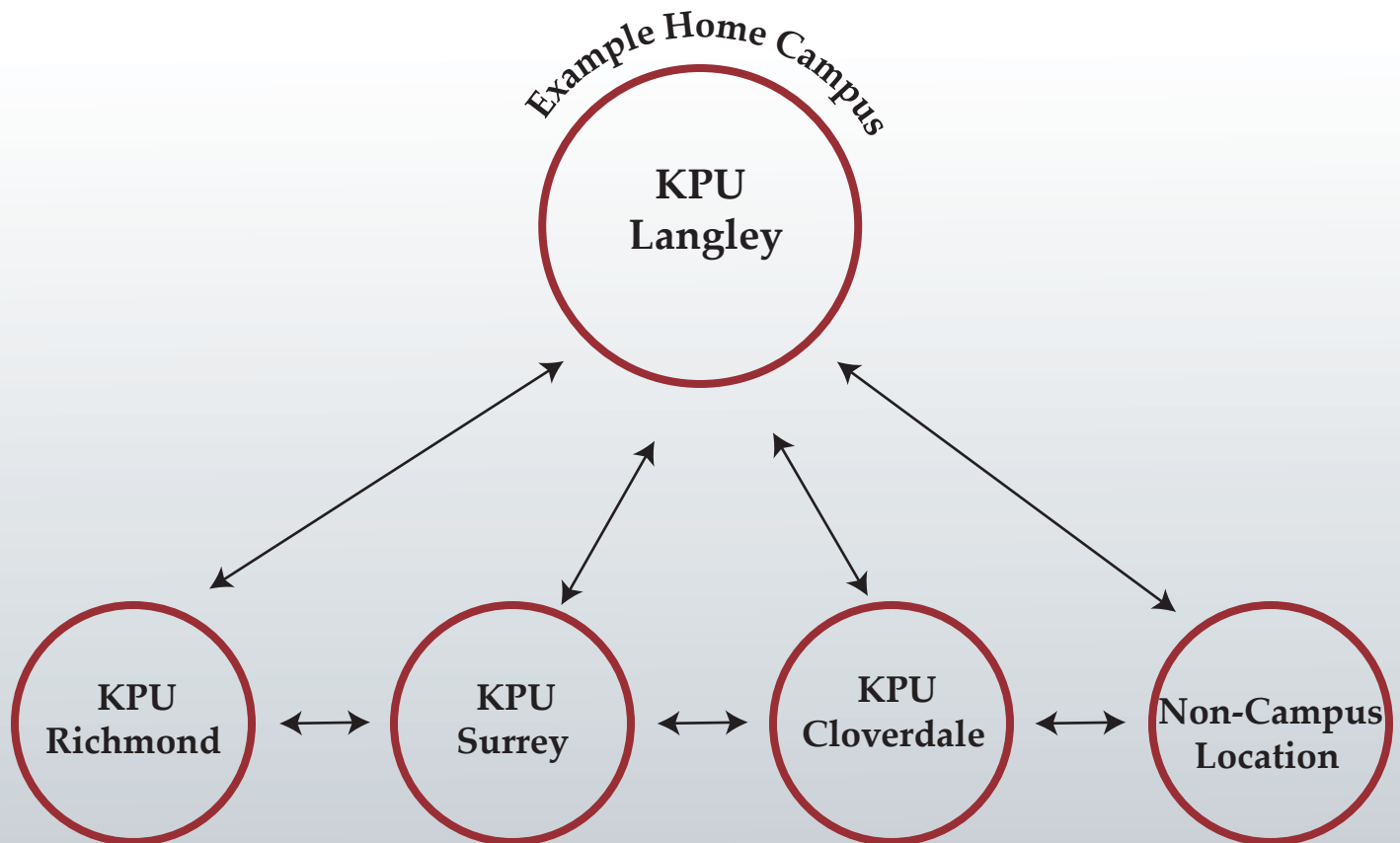


Intercampus Mileage



Mileage Claim FAQ

Q1: What if I leave from home to work at a different campus?

A1: Claim a round trip between your home campus and the campus you worked at.

Q2: What if I start the day at my home campus, but finish at a different campus?

A2: Claim a round trip between your home campus and the campus you worked at.

Q3: What if I attend an offsite meeting, at a non-campus location?

A3: Claim a round trip between your home campus and non-campus location.

Q4: What if I travel to multiple campuses in one day? (i.e. Home campus/Langley to Richmond to Surrey)

A4: Claim the mileage between Langley and Richmond (one way), Richmond to Surrey (one way), and Surrey to your home campus (one way).

Q5: How do I determine the mileage to a non-campus location?

A5: Use a mapping site (i.e. Google Maps) to determine the mileage between your home campus and the destination.

Always start and end your mileage claim at your KPU home campus