



## 13.04 Student Travel

Revised [November 15, 2018](#) (MO -2018)  
Next Scheduled Review: November 15, 2023  
Click to view [Revision History](#).

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### Policy Summary

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The Texas Education Code requires the adoption of a policy for student travel meeting certain criteria. Each university (academic institution) of The Texas A&M University System (system) must adopt a rule governing certain student travel which must be submitted to the Board of Regents (board) for approval to meet this requirement. This policy provides the framework for the development of student travel rules tailored to the requirements of each campus.

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### Policy

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#### 1. GENERAL

Each academic institution must adopt a rule governing student travel. The rule must specifically address enrolled students who travel more than 25 miles from campus to an activity or event that is organized and sponsored by the academic institution and that is:

- (a) funded by the academic institution, and travel is undertaken using a vehicle owned or leased by the academic institution; or
- (b) travel required by an organization registered at the academic institution.

#### 2. STUDENT TRAVEL RULES

The system recognizes that each academic institution has unique requirements regarding travel. However, each rule must address the following areas:

- (a) different modes of travel likely to be used by students;
- (b) use of seat belts and other safety devices;
- (c) passenger capacity of the vehicle used;
- (d) qualifications and training of the operator of the vehicle; and
- (e) fatigue of the operator at the time of travel.

#### 3. RULE REVIEW PROCESS

Prior to final adoption of the rule, each academic institution must seek advice and comment from faculty and students of the academic institution. The final rules and any future

amendments or changes will be reviewed for legal sufficiency by the System Office of General Counsel. The policy and the final rules will be approved by the system board and provided to The Texas Higher Education Coordinating Board. After the rule has been adopted and approved, it must be published in the academic institution's catalog and posted on the academic institution's website.

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## **Related Statutes, Policies, or Requirements**

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[Tex. Educ. Code § 51.950](#)

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## **Member Rule Requirements**

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A rule is required to supplement this policy. See Sections 1, 2 and 3.

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## **Contact Office**

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System Office of Risk Management  
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