

## 13.04 Student Travel

Approved December 7, 2001 (MO 268-2001)  
Revised September 26, 2008 (MO 328-2008)  
Revised August 8, 2013 (MO 192-2013)  
Next Scheduled Review: August 8, 2018



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### Policy Statement

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The universities (academic institutions) 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. This policy provides the framework for the development of student travel rules tailored to the requirements of each campus.

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### Reason for Policy

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The Texas Education Code requires the adoption of a policy for student travel meeting certain criteria.

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### Procedures and Responsibilities

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#### 1. GENERAL

The system academic institutions 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 system academic institution and that is:

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

#### 2. STUDENT TRAVEL RULES

The system recognizes that each system 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 system academic institution must seek advice and comment from faculty and students of the system academic institution. The final rules and any future amendments or changes will be reviewed for legal sufficiency by the Office of General Counsel. The policy and the final rules will be approved by the board and provided to The Texas Higher Education Coordinating Board. After the rule has been adopted and approved, it shall be published in the system academic institution's catalog and posted on the system 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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Rule is required to supplement this policy. See Sections 1, 2 and 3.

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### **Contact Office**

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System Risk Management  
(979) 458-6330