

In This Issue

- New Mileage Rates

Helpful Links

[Supply Chain Management](#)

Click on [Travel Services](#)
from the [Supply Chain Management website](#)

Contact Us

Travel Services
traveladmin@uthscsa.edu

Accounting
Acctg-admin@uthscsa.edu

TO: HSC Faculty and Staff
FROM: Andrea M. Marks, MBA, CPA
Vice President and Chief Financial Officer
SUBJECT: 2018 Mileage Rates

Effective January 1, 2018, the mileage reimbursement rate for travel will increase from \$0.535 per mile to **\$0.545 per mile**; this is an increase of one cent per mile, and is consistent with the rate recently amended by the Internal Revenue Service and the Texas Comptroller of Public Accounts. ***Reimbursements for travel that occurs on or after January 1st should reflect this new reimbursement rate.***

For further information you may refer to the [Travel Services Links](#) on the Supply Chain Management website, which will provide you with further details and other valuable travel information.

Please share this information with anyone in your area who prepares vouchers for mileage reimbursements. If you have questions regarding the preparation of travel vouchers, please contact Virginia Rojas at 210.562.6261 (rojas@uthscsa.edu).