

13.04.99.C1 Student Travel

Revised: May 8, 2019
Next Scheduled Review: May 8, 2024
[Revision History](#)



Rule Summary

Texas A&M University-Corpus Christi is supportive of student travel and recognizes that the safety of its students is of the utmost importance. This rule must be read in conjunction with university procedure *13.04.99.C1.01, Student Travel*. This rule does not supersede any international restrictions.

Rule

1. TRAVEL SAFETY GUIDELINES

- 1.1. Texas A&M University-Corpus Christi promotes the health and welfare of students by regulating travel that is undertaken by one or more students presently enrolled at the university to reach an activity or event organized or sponsored by the university that is located more than 25 miles from the university and that is:
 - (a) funded by the university and students use a vehicle owned or leased by the university; or
 - (b) required by a student organization properly registered at the university; or
 - (c) undertaken under the scope, direction, or election of a college, department, class, university office, learning community, study abroad program, recognized student organization, or their representatives.
- 1.2. During travel situations specified above, students must abide by the following safety guidelines.
 - 1.2.1. Drivers and passengers must abide by all federal and state laws. In accordance with state law, drivers and passengers must use seat belts or other available safety restraints.
 - 1.2.2. Drivers must be 18 years old and possess a valid driver's license that is appropriate for the classification of vehicle being driven.
 - 1.2.3. Drivers, occupants, and their luggage should not exceed the vehicle manufacturer's maximum recommended capacity.
 - 1.2.4. Operator fatigue should be considered when selecting drivers. On lengthy trips, alternate drivers should be used to avoid fatigue.

2. VEHICLE OPTIONS

Listed below are the basic means of travel available to students:

- 2.1. Rental Vehicles: Students traveling using a rental vehicle must comply and abide with all university and rental provider rules, procedures, regulations, and stipulations.
- 2.2. Vans: Fifteen (15) passenger vans may be used; however, only nine (9) occupants, including the driver, may ride in the van. Nothing may be loaded on top of the van, and all cargo should be loaded evenly. Cargo limit must meet safety requirements. It is preferred that a university employee drive the van.
- 2.3. Personal Vehicles: Students driving privately owned vehicles for organized student travel within the United States must have a valid Texas or other state driver's license and possess personal automobile insurance coverage as mandated by the State of Texas, and their vehicles must have a current state inspection and registration.
- 2.4. Commercial Carriers (airplane, bus, train, etc.): Students traveling by commercial transportation must comply with all rules specific to the carrier. This includes laws and regulations regarding carry-on luggage and weight restrictions.

3. TRAVEL SAFETY GUIDELINES FOR STUDENTS TRAVELING INTERNATIONALLY

- 3.1. International travel by undergraduate students will not be approved when the travel is to any foreign country that is wholly or in part under a U.S. State Department Travel Warning.
- 3.2. International travel by graduate students to a foreign country that is wholly or in part under a U.S. State Department Travel Warning will not be approved unless the sponsoring university unit has completed a travel safety plan and the student has signed and submitted an Acknowledgement of Risk for Foreign Travel form. This form can be found on the Purchasing department's website and in the Appendix section of this rule.
- 3.3. Departments, units, or student organizations sponsoring international student travel are responsible for complying with all university and Texas A&M University System travel regulations and restrictions.

4. ADDITIONAL STANDARDS

This rule is considered to be a minimum standard. Departments, units, and/or student organizations may mandate additional standards as deemed necessary to address the unique requirements associated with a particular type of student travel.

Related Statutes, Policies or Requirements

System Policy [13.04, Student Travel](#)

University Procedure [13.04.99.C1.01, Student Travel](#)

Contact Office

[Acknowledgement of Risk for Foreign Travel](#)

Contact Office

Contact for clarification and interpretation: Vice President for Student Engagement and Success
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