

## Study Abroad Compensation Policies

- ▶ Colleges will receive equivalent to net student credit hour payout to align with RCM for faculty-led direct credit study abroad programs. Colleges will not receive SCH payout for students who withdraw from the program and are dropped from units.
- ▶ Colleges/Departments are responsible for the cost of instruction, including faculty salary and ERE. No salary or ERE is built into the study abroad program budget.

### **PER DIEM**

Travel funds can be used to cover faculty and staff expenses for meals and lodging based on the maximum governmental allowable rates as set by the Department of State [www.state.gov](http://www.state.gov). The UA Financial Services Office considers faculty and staff on study abroad programs to be in long-term travel status and prohibits payment of 100% of the federal rate. The UA Study Abroad office considers all programs that spend more than 3 weeks abroad to fall under this category.

**Per diem allowances for meals and incidentals on study abroad programs categorized as Short-term Programs will be paid at 70% of the maximum federal rate as part of the program budget. Study abroad programs that spend over 3 weeks abroad will be paid at 50% of the maximum federal rate as part of the program budget.**

Lodging costs are negotiated as part of the budget building process and may not exceed 70% of the maximum federal rate for Short-term Programs and 50% for programs that spend over 3 weeks abroad.

