


# POLICY MANUAL

 <b>ARIZONA WESTERN COLLEGE</b>		<b>POLICY 360</b>	
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<b>Section:</b>	Business	<b>Subject:</b>	Travel

The President of the College or designee is responsible for the establishment of regulations and procedures for all College travel expenses, advances, and reimbursements.

The President of the College or designee is responsible for authorizing employee travel, travel expenses, and reimbursement in accordance with the approved AWC Travel Manual which is available on the Business Services' website.