

- Policy: BFCNEX-09
- Issue Date: 08/28/09
- SME: Controller

Student Per Diems

Background

The University of West Georgia follows BOR BPM section 19.8 with regards to purchase of food with institutional funds for students and BOR BPM section 4.0 for Travel. The University of West Georgia supplements the existing BOR policies with the following guidelines for travel per diems and food purchases.

Policy Statement

Students participating in meals or the purchase of food as part of events sanctioned by University organizations or departments and funded with Student Activity or Auxiliary Enterprise funds may exceed by fifty percent (50%) established location per diems. A food per diem has three components: breakfast, lunch and dinner. Each component has a separate amount attributed to it. For the applicable meal, the amount paid on behalf of or to a student may exceed the published per diem amount by fifty (50%) but can not exceed beyond that amount. For example, the breakfast per diem in Carrollton, GA is \$6.00. The maximum per diem allowed for a student would be \$9.00 (\$6.00 x 1.50%).

For the Athletic Department only, per diems for Athletes may not exceed one hundred fifty percent (150%) of the location per diem in aggregate at any time but may combine two consecutive meals prior to or following a game or match.

Restrictions

- Allowable only for Student Activity and Auxiliary Enterprise funds.
- Applicable to current students only