

Student Travel

1. Background. DAU does not directly provide funding to students for travel and per diem expenses. However, DAU allocates funding to each of the components and agencies to assist with student travel expenses. Funding is to be used for Priority 1 students and on a funds available basis for Priority 2 students. All other funding requirements are the responsibility of the student's parent organization.

2. Responsibilities for Student Travel, Per Diem, and Reimbursement

a. Each component and agency Defense Acquisition Career Management office or parent organization is responsible for coordinating and funding student travel requirements and expenses for eligible students based on component or agency-specific policy.

b. Students must consult with their appropriate Defense Acquisition Career Management office for policy and guidance concerning travel requirements. Students should arrive with a government credit card to pay for all legitimate travel-related expenses or, if needed, draw cash advances in lieu of receiving advance per diem payments. Except for DAU employees, DAU does NOT process travel claims or provide advance per diem payments. Students should know the name and telephone number of the government credit card program coordinator for their Service or organization so they know whom to contact for government credit card questions.