



In-State (Inside Indiana)	\$41.00 daily rate
Out-of-State (All other states, U.S. Territories/Possessions)	\$52.00 daily rate

Departure Days:

Departure at 12:00 p.m. (noon) or earlier	100% of the daily rate
Departure at 12:01 p.m. thru 4:30 pm	50% of the daily rate
Departure at 4:31 p.m. or later	None

Return Days:

Return at 8:00 a.m. thru 12:00 p.m. (noon)	50% of the daily rate
Return at 12:01 p.m. or later	100% of the daily rate

Meal Rate Deductions:

Breakfast	25% of the daily rate
Lunch	25% of the daily rate
Dinner	50% of the daily rate

Same-Day Per Diem

Meal Per Diem is not paid for same-day travel. Overnight travel must be involved to claim Per Diem.

Other Per Diem Rates

For the countries listed below, the Departure Days, Return Days, and Meal Rate Deductions are to be applied as outlined in the above chart:

- China, France, Germany, the Netherlands, Singapore, and the United Kingdom \$65
- Japan \$90
- Korea and Taiwan \$85
- Other Countries \$52

Meals Provided Deduction

The University must not pay for a person's meal more than once. This includes, but is not limited to, meals included in registration fees or by hotels in the room charge. If a person with travel status receives a meal without charge, then the meal rate must be reduced from the daily per diem allowance. However, no deductions will be taken for continental breakfasts or meals served on airplanes.