

University of South Alabama Travel Policy allows employees to retain frequent flyer benefits accumulated while traveling on University business for personal use. Additionally, from time to time, individual airlines may offer University employees the opportunity to earn frequent flyers miles more rapidly when traveling on University business than what would otherwise occur. The University policy is that we will encourage employees to enjoy these additional benefits as long as all other University policies regarding purchase of the lowest cost ticket for each itinerary is followed. For example: From April 1, 2009 until the end of the current corporate contract, University employees traveling on Continental airlines will earn full Elite qualification miles on all classes of service when travel is booked through Springdale Travel—including the lower fare classes that were previously excluded. To assist employees interested in enrolling in airline frequent flyer programs, the following are links to the web site for the airlines serving this area. Note: it is important that you enroll yourself in each program exactly as your name appears on your drivers license and passport when applicable. Also, in order to be credited for these miles, you must be sure your frequent flyer number is given to the booking agent at Springdale Travel. You will only need to provide this information once.

www.Delta.com

www.aa.com

www.continental.com

www.usairways.com

www.united.com

www.southwest.com

www.airtran.com