There are two ways you can claim per diem on your trip:

1. Submit with a claim.
2. Submit with an expense report.

You can submit per diem claims on all foreign destinations.

Understanding UC's Car Rental Rates

This session will go over our car rental program, what that means and how to take advantage of it for personal travel. Melissa Turner, Strategic Travel Manager will be leading the session.

Wednesday, May 24 @ 11:00am

Concur: Event Expenses & Other Reimbursements

In this course, you will learn about Concur processes for prepaying travel and claiming expenses after the business trip. We will cover the basics of expense claims and how to properly submit expenses in Concur.

Wednesday, May 17 @ 11:00am

Contract and Invoice Creation Training Relaunch

This session will go over our car rental program, what that means and how to take advantage of it for personal travel. Melissa Turner, Strategic Travel Manager will be leading the session.

Wednesday, May 24 @ 11:00am

Benefits and Perks in Negotiated Contracts

This session will go over some of the benefits and perks available in negotiated contracts. We will discuss how to take advantage of these benefits and what actions can be taken to ensure that these benefits are realized.

Wednesday, May 3 @ 11:00am - 12:00pm

UC San Diego Travel: Before You Go

This course provides an overview of UC San Diego travel policy and procedure, including summarized guidelines, resources, preparers (Concur Delegates) and approvers.

Thursday, May 18 @ 9:00am - 11:00am

UC San Diego Travel: Reporting Expenses

The course provides an overview of UC San Diego travel policy and procedure, including summarized guidelines, resources, preparers (Concur Delegates) and approvers.

Thursday, May 18 @ 9:00am - 11:00am

Did you help to prepare your department's FY24 budget plan in Oracle Planning and Budgeting (EPBCS)? We want to hear from you!
Each Tuesday, the Weekly Digest provides important updates related to Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense. Our goal is to deliver timely information that matters to you.