

**DATE:** December 13 2005

**TO:** Executive Committee Members, Assistant Vice Presidents,  
Chairs, Directors, Department Heads, Assistants to the Deans  
and Vice Presidents, and Departmental Administrators

**FROM:** Harry S. Lynch, Jr.  
Executive Vice President for Business Affairs/CFO

## **Business Affairs Bulletin No. 03- FY 2006**

### **SUBJECT: DECREASE IN MILEAGE REIMBURSEMENT RATE EFFECTIVE JANUARY 1, 2006**

Due to changes in IRS Standard Mileage Rates for 2006, the mileage reimbursement rate for travel occurring January 1, 2006 or later has decreased from 48.5 cents to **44.5 cents per mile**. The previous higher rate was in effect for three months only as the IRS responded to higher gas prices caused by hurricanes in the Gulf of Mexico.

For further information you may refer to the Travel Services web site at <http://www.uthscsa.edu/business/travel/> or to the IRS website at <http://www.irs.gov/newsroom/index.html>, announcement IR-2005-138 dated Dec. 2, 2005.

If you have any questions regarding preparation of travel vouchers for FY 2006 travel, please contact Virginia Rojas @ 567-6125 ([rojas@uthscsa.edu](mailto:rojas@uthscsa.edu)) or Sandy McFadden @ 567-6085 ([mcfaddens@uthscsa.edu](mailto:mcfaddens@uthscsa.edu))

Please distribute this information to the appropriate individuals in your departments.