

Actual Mileage Reports by Travel Date

The mileage reimbursement rate is communicated through the [Texas Comptroller's Office](#) and differs based on the date that travel occurred.

Miles are recorded point-by-point. Point-by-point mileage may be determined by either an employee's odometer reading or by UT Tyler's designated online mapping service, MapQuest.

- Choose the applicable report below. It will open in View Mode.
- Click **File > Create a Copy > Download a Copy**
- Complete and save the report.
- Attach it, along with maps, to an expense report in UT Share.

Fiscal Year	Travel Dates	Rate	Mileage Report
FY 26-27	July-Dec 2026	0.76/mile	Actual Mileage Report
FY 26	Jan-June 2026	0.725/mile	Actual Mileage Report
FY 25-26	Jan-Dec 2025	0.70/mile	Actual Mileage Report