

## **REIMBURSEMENT**

Out-of-pocket expenses of visiting committee members, which may include the cost of travel, lodging, and meals, will be reimbursed by the school being evaluated. The rate of reimbursement for the use of personal automobiles on New England Association business is determined by the Association's Board of Trustees.

Visiting committee members are reimbursed either directly or indirectly by the school being evaluated. It is the responsibility of the school being visited to reimburse visiting committee members in a timely fashion. Prior arrangements may be made with the Commission office when local circumstances prevent timely reimbursement. In such cases, NEASC may reimburse committee members and, subsequently, bill the school.

The above policies should be brought to the attention of appropriate personnel within both the institution to be evaluated and members of the visiting committee.