

- When creating an authorization in the Defense Travel System; select a Per diem of \$18.90 per day (Government Meal Rate) and a Lodging rate of \$30.00 per day.
- Please ensure you have a copy of the Authorized Travel Orders/ TAD Orders/TEMINS/ PCA/ PCS Orders.
- Ensure you have a copy of your APPROVED Authorized Travel Orders/ TAD Orders/TEMINS/ PCA/ PCS Orders.
- Admin day 1 begins at 0800. Students who are flying, ensure you arrive no later than 1630 on Admin day 1. If you are going to arrive later than that call 843-228-2956.