Rule Statement

In accordance with System Policy 13.04 Student Travel, Prairie View A&M University (PVAMU) has established this Rule to promote the health and welfare of its students by regulating travel that is undertaken by one or more students presently enrolled at the University.

Reason for Rule

The Texas Education Code and The Texas A&M University System require the adoption of a Rule for student travel meeting certain criteria.

Official Procedures and Responsibilities

1. GENERAL

1.1 PVAMU is supportive of student activities both on and off campus, but also recognizes that the safety of its students is of utmost importance. The requirements outlined in this Rule apply to travel that is more than 25 miles from campus to an activity or event that is organized or sponsored by the University and that is:

1.1.1 Funded by the University and students use a vehicle owned or leased by the University;

1.1.2 Required by a student organization registered at the University; or,

1.1.3 Undertaken under the scope, direction, or election of a college, department, class, university office, learning community, study abroad program, recognized student organization, or their representatives.

1.2 Students traveling on behalf of PVAMU must obtain prior approval through the appropriate department.

1.3 Failure to comply with these requirements may result in the suspension of student travel for the department responsible for arranging the trip.

2. TRAVEL SAFETY GUIDELINES

2.1 During travel situations specified in Section 1, students shall abide by the following safety guidelines:
2.1.1 Drivers and passengers shall abide by all federal and state laws. In accordance with state law, drivers and passengers must use seat belts or other available safety restraints.

2.1.2 Drivers must be at least 18 years of age and possess a valid driver's license that is appropriate for the classification of vehicle being driven.

2.1.3 Drivers transporting students must have completed the University's Driver and Travel Safety Training Course conducted by the Office of Environmental Health and Safety as well as completed and submitted all required travel forms (Student Travel Itinerary and Travel Passenger List) to the University Police Department prior to departure. The University Police Department will run a check on the driver(s) to ensure good standing and current insurance.

2.1.4 Drivers, occupants, and their luggage shall not exceed the vehicle manufacturer's recommended capacity.

2.1.5 Trips must be planned with consideration of driver fatigue. On trips of greater travel distance than four hours from the University, a qualified alternate driver should be utilized to avoid fatigue. The alternate driver must have completed the required Driver and Travel Safety Training Course and submitted all required travel forms to the University Police Department prior to departure.

2.1.5.1 The maximum number of hours a driver may drive in any calendar day is eight hours, subject to a weekly maximum of forty-eight hours.

2.1.5.2 The maximum number of hours a passenger car, van, shuttle bus may be driven during any calendar day is twelve hours.

2.1.6 Drivers must not drive under the influence of alcohol or illegal drugs or possess or transport alcoholic beverages, illegal drugs, unauthorized firearms or any other types of weapons.

2.1.7 There must be at least one cellular telephone or other two-way communication device in each vehicle for emergency purposes. The driver should not use a cell phone while driving.

2.1.8 Driver shall have a current State of Texas vehicle inspection certificate, or, if driver's vehicle is not from the State of Texas, driver shall certify that vehicle is in good working condition to the best of his/her knowledge.

3. VEHICLE OPTIONS

3.1 Listed below are the traditional means of travel available to students:

3.1.1 Rental Vehicles: Students traveling using rental vehicles must comply and abide with all PVAMU and rental provider rules, regulations, and stipulations.

3.1.2 Vans: Vans with a standard maximum capacity greater than 10 passengers must carry no more than 10 passengers (including the driver).
Nothing may be loaded on top of the van and all cargo should be loaded evenly, not to be stacked higher than seat level.

3.1.3 Personal Vehicles: The driver must have adequate motor vehicle insurance and the vehicle must meet all state safety and registration requirements.

3.1.4 Commercial Carrier: Students traveling by commercial transportation must comply with all rules specific to the carrier. This includes laws and regulations regarding carry-on luggage and weight restrictions.

4. ADDITIONAL STANDARDS

4.1 This Rule is considered to be a minimum standard. Divisions, departments, units, and/or student organizations may adopt additional standards as deemed necessary to address the unique requirements associated with a particular type of student travel.

Related Statutes, Policies, Regulations and Rules

System Policy 13.04 Student Travel
Texas Education Code § 51.950

Contact Office

Office of Student Affairs and Institutional Advancement 936-261-2130