

## Chrome River Frequently Asked Questions

What is ChromeRiver?

Chrome River is the university's travel management system which is accessed through the OneCampus portal. Chrome River pre-approvals authorize all university employee, student, and guest travel. Pre-approvals must be submitted and approved before travel may occur. Expense reports are submitted after travel has been completed to reimburse an individual for any out-of-pocket expenses. Chrome River is also used for the authorization of all non-travel food & beverage purchases and reimbursements in accordance with university policy.

