DO I NEED TO BECOME AN APPROVED DRIVER?
Follow the flowchart questions below.

START HERE.

Does your position require that you drive in order to conduct university business?
Hint: Look at your job description or ask your supervisor.

→ **YES** → **You must become an approved driver.**

NO ↓

Will you be driving any of the following?
- a university-owned vehicle
- a vehicle rented in order to conduct university business
- a "loaner" vehicle
- a leased vehicle

→ **YES** → **You must become an approved driver.**

NO ↓

Will you be driving your personal vehicle and entitled to receive mileage reimbursement?

→ **YES** → **No, you do not need to become an approved driver.**

NO ↓

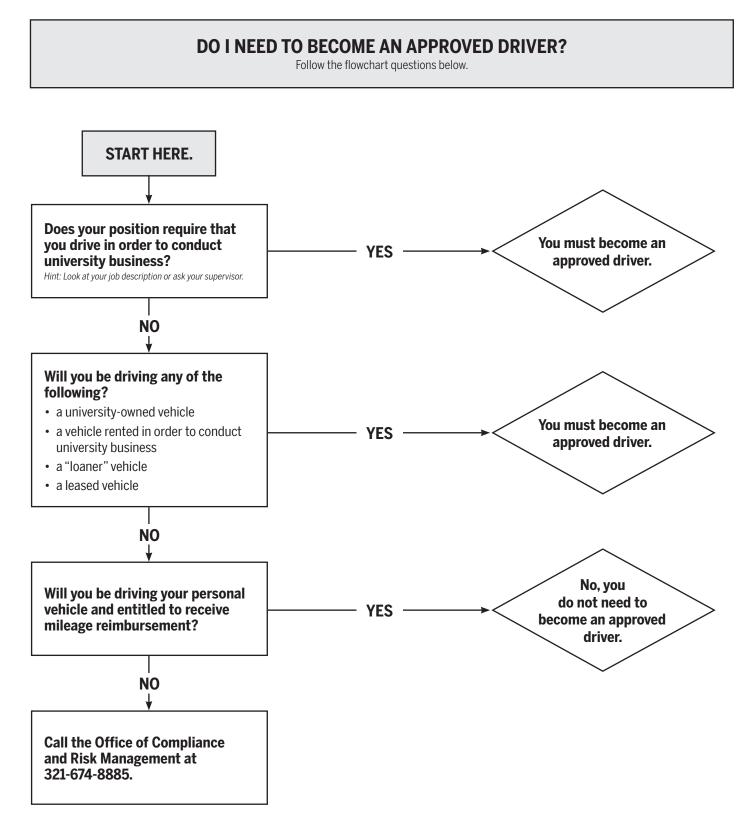**Call the Office of Compliance and Risk Management at 321-674-8885.**

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