



WAYNE STATE
UNIVERSITY

Division of Finance and Business Operations

Business Services
5700 Cass Avenue, suite 4200
Detroit, Michigan 48202
(313) 577-3734
FAX (313) 577-3747

To: All University Employees

From: Kenneth Doherty, AVP – Procurement & Business Services

Subject: 2024 Private Automobile Mileage Reimbursement Rate

Date: January 12, 2024

The APPM Section 7.1, Travel and Transportation, indicates that the standard mileage rate for reimbursement for private automobile usage will be the same as the rate allowable by the Internal Revenue Service (IRS).

Periodically the IRS adjusts the standard mileage rates to reflect the changing cost of operating automobiles. In this regard, effective January 1, 2024 the allowable IRS rates and Wayne State University rates for mileage reimbursement are shown below;

- 67.0 cents per mile driven for business use (up 1.5 cents from 2023)
- 21 cents per mile driven for medical or moving purposes (down one cent)

This memorandum has been posted to the [Travel website \(https://travel.wayne.edu/\)](https://travel.wayne.edu/) and is linked to [APPM 7.2 \(https://policies.wayne.edu/appm/7-2-travel-expenses\)](https://policies.wayne.edu/appm/7-2-travel-expenses), item 8.

Copy to: Dennis Orr, Associate Director, Disbursements & Travel

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