



Indiana University of Pennsylvania

APSCUF ARTICLE 40 LOCATION/MILEAGE VERIFICATION FORM (Per Location/Per Term)

NAME: _____ Home Address _____ Term/Year: _____

LOCATION: _____ Address: _____

Miles from home to location _____ Miles from Indiana campus to location _____ (submit verification map for each)

Mileage Qualifications per CBA:

-Calculate using home to site or university campus to site, whichever is closer.

-Home or university must be 15 miles or more from location to qualify for Article 40 compensation.

(Incentives are calculated for actual cumulative miles traveled by term. If you make one trip to teach multiple courses at the same location, calculate mileage for one trip. Complete and submit an **Article 40 Location/Mileage Verification Form for each location taught in the same term.*)

MONDAY: CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 # of Trips To Location: _____ + # of Return Trips: _____ = **Monday Trips Subtotal** _____

TUESDAY: CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 # of Trips To Location: _____ + # of Return Trips: _____ = **Tuesday Trips Subtotal** _____

WEDNESDAY: CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 # of Trips To Location: _____ + # of Return Trips: _____ = **Wednesday Trips Subtotal** _____

THURSDAY: CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 # of Trips To Location: _____ + # of Return Trips: _____ = **Thursday Trips Subtotal** _____

FRIDAY: CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 # of Trips To Location: _____ + # of Return Trips: _____ = **Friday Trips Subtotal** _____

SATURDAY: CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 CRN#: _____ Course/Section#: _____ CRN#: _____ Course/Section#: _____
 # of Trips To Location: _____ + # of Return Trips: _____ = **Saturday Trips Subtotal** _____

TOTAL DAILY TRIPS _____ x _____ = TOTAL MILES TRAVELED TO/FROM THIS LOCATION _____
 (ADD ALL SUBTOTALS) (CLOSEST MILEAGE, SEE ABOVE) **SUBMIT WITH ARTICLE 40 FORM**