

## EXHIBIT 6-3 STUDENT TRANSPORTATION

Purpose of Travel	Authorized Destination	Limitations	Government Paid Travel?	Taxable?
<b>Enrollment</b>	Home to center of assignment		Yes	No
<b>Readmission</b>	Home to center of assignment	Arranged and purchased by center	Yes	No
<b>Separation</b>	Center to home of record, or center to location of placement		Yes	Yes
<b>Transfer</b>	Between sending and receiving centers		Yes	No
<b>Bereavement Leave</b>	Center to home and return	Death of immediate family must be verified and meet bereavement leave requirements	Yes	Yes
<b>Winter Break</b>	Center to home and return, or to destination other than home, if authorized by parent/guardian for minor students	Costs for travel to destination other than home shall not exceed cost to home destination	Yes	Yes
<b>Administrative Leave With Pay</b>	Center to home and return	Leave must be verified and meet administrative leave requirements	Yes	Depending on the circumstances <sup>1</sup>
<b>Paid Time Off</b>		If combined with winter break, any costs for travel beyond the government paid travel from the center to home or an alternative destination and back to the center must be charged to the student.	No	N/A <sup>2</sup>
<b>Regional Office Management Leave</b>	Center to home and return	At Regional Office's discretion; may be arranged and purchased by center and charged to student when there is a reasonable expectation that costs can be recovered during the student's enrollment	No	N/A
<b>National Office Management Leave</b>	Center to home and return, contingent on National Director's directive		Depending on the circumstances. Will be determined on a case-by-case basis.	Depending on the circumstances. Will be determined on a case-by-case basis.
<b>Personal Leave for Childcare without Pay</b>	Center to home and return		No	N/A

<sup>1</sup> Not taxable for absences such as center closure for emergency conditions as that is for the convenience of the government.

<sup>2</sup> Taxable column is N/A in multiple travel categories since there is no government paid travel to tax.

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<b>Present for Duty Off Center</b>	Center to P-DOF site	No more than two times during enrollment unless waived by the Regional Office	Yes	No
<b>Fact-Finding Board Leave</b>	Center to home and return based on Fact-Finding Board (FFB) outcome	Return to center will be based on FFB outcome	Yes	No
<b>Relocation (Center or National Training Contractor [NTC] Initiated)</b>	<ol style="list-style-type: none"> <li>Center or NTC program to place of employment</li> <li>Center to educational institution or training agency that has accepted student for admission</li> <li>Center to site of interview with apprenticeship sponsor</li> </ol>	<ol style="list-style-type: none"> <li>With firm job commitment</li> <li>Student has been accepted for admission</li> <li>Student meets standards of sponsor and has reasonable assurance of acceptance into program (Payment for travel to other than home location is not allowable for students with less than 90 days in Job Corps)</li> </ol>	Yes	Yes
<b>Relocation (Student Requested)</b>	Center to community other than student's home of record	Center has reasonable assurance that a bona fide job offer exists and that employer will hire student subject to interview	Yes	Yes
<b>Unauthorized Absence</b>	Return to center	At student request, may be arranged and purchased by center and charged to student	No	N/A
<b>Student Death (shipment of remains)</b>	Center to place of enrollment or other point in the U.S. or possessions as agreed to by Center Director and next-of-kin		Yes	No