# 1500.515 INTERVIEW EXPENSE REIMBURSEMENT

Interview expenses will only be paid for applicants who are among the finalists for full-time faculty positions or for administrative openings in supervisory positions.

All eligible candidates will have been selected for an interview as a result of the college’s selection procedure for an advertised position.

The established reimbursement schedule, while it fits within the established guidelines of [RCW 43.03.130](https://apps.leg.wa.gov/RCW/default.aspx?cite=43.03.130), does not reimburse candidates for 100% of the allowable costs incurred as a part of the interview process. The reimbursement amounts are differentiated between candidates coming from out-of-state and from in-state locations.

The only position that will receive 100% reimbursement is the position of college president.

The following is the reimbursement schedule:

Out-of-State In-State

President 100% 100%

Vice-President $650 Mileage

Faculty and Deans $500 Mileage

Other supervisory exempt $350 Mileage

Mileage will only be paid to in-state candidates that travel to the campus for the interview from more than 50 miles one way.

Approved by the president’s cabinet: 10/4/05

Presented to the board of trustees: 10/19/05

Last reviewed: \_\_/\_\_/\_\_

Procedure contact: Human Resources

Related policies and procedures

500.515 [Interview Expense Reimbursement Policy](https://www.wvc.edu/humanresources/policies-procedures/500-human-resources/500.515-interview-expense-reimbursement.html)