

Southwest Airlines New Discount Program Posted 04/25/13

The University entered into a new Preferred Supplier Agreement with Southwest Airlines offering the following discounts for travel to/from Midway Airport, effective March 15, 2013:

- 8% Discount on Business Select Fares
- 5% Discount on Anytime Fares
- (Wanna Get Away fares are not eligible for the discount but when purchased through a preferred booking channel, help the University meet the contractual goals.)

To ensure your trip is credited as a University booking, and to receive the discount, your reservation must be booked through one of the following channels:

- University's Southwest Airlines [SWABIZ](#) custom site
- [GEMS Concur Travel](#)
- [Tower Travel Management](#)

For additional program information, please visit the University's [Southwest Contract Announcement](#).

Southwest Airlines Implements a No Show Policy on Some Fares Posted 04/25/13

Southwest Airlines is implementing a *No Show* policy that applies to Wanna Get Away and DING! fares that are not canceled by the traveler prior to travel. If the traveler has booked a Wanna Get Away or DING! fare anywhere in his/her itinerary and that portion of the flight is not used and not canceled at least ten minutes prior to scheduled departure, all funds on the unused portion of the reservation will be lost, and the remaining itinerary will be canceled by Southwest.

The No Show policy will go into effect for fares booked on or after Friday, May 10, 2013, for travel on or after Friday, September 13, 2013. The No Show policy will not impact travelers who simply cancel a Wanna Get Away or DING! fare prior to the scheduled departure; in this case, travelers may reuse their funds toward future travel on Southwest, without a change fee, as they have always done.

United Airlines Renewed Discount Agreement Posted 04/25/13

The University renewed its Preferred Supplier Agreement with United Airlines for travel effective April 1, 2013. For additional program information, please visit the University's [United Airlines Contract Announcement](#).

United Airlines Increases the Ticket Exchange Fee Posted 04/25/13

For tickets issued on or after April 18, 2013, United Airlines raised its ticket change fees by \$50 to \$200 for domestic tickets and \$300 for international itineraries.

Rather than exchanging the ticket, consider using the Same-Day Flight Change option. Available 24-hours before your originally scheduled flight, you pay only \$75 if the same class of service is available. If the same class of service is not available, the \$75 fee plus any additional fee for the fare difference will apply. *Same-Day fees are waived for Gold, Platinum, 1K and Global Services members.

American Airlines Business ExtrAA Program Posted 04/25/13

The University participates in the American Airlines Business ExtrAA program. This program is a complimentary business travel plan to help the University reduce its travel costs. Travelers will continue to earn individual AAdvantage® miles while the University builds its leverage with American Airlines. Travelers must add the Business ExtrAA account number 146114 on reservations booked directly through [www.AA.com](#). For more information, please visit the University's [American Airlines Business ExtrAA Program Announcement](#).

Fly America Act and GEMS Concur Travel Posted 04/20/12

A recent software enhancement was added to the online booking tool to assist travelers when flying from the USA to a foreign country on federal grants or contracts. When requesting airline flight schedules in GEMS Concur Travel, you will notice the United States American Flag in the display as a point of reference to the Fly America Act.

In the example below, the United Airline flights from Chicago to Delhi, India are compliant with Fly America. For additional information on the Fly America Act and Open Skies Agreements, click here: <http://finserv.uchicago.edu/purchasing/travel/FlyAmericaActOpenSkiesAgreement.pdf>

Shop by Fares | **Shop by Schedule** | Sorted By: Depart - Earliest

Outbound | Return

Chicago, IL - Mon, Apr 30
Displaying: 2 out of 16 results.

| Carrier | Flight # | Depart | Arrive | Stops | Class |
|---------|----------|------------|-------------|-------|---------|
| United | #614 | ORD 1:00pm | EWR 4:22pm | 0 | Economy |
| United | #82 | EWR 8:30pm | DEL 8:15pm | 0 | Economy |
| United | #895 | ORD 1:35pm | HKG 5:55pm | 0 | Economy |
| United† | #9818 | HKG 7:50pm | DEL 11:05pm | 0 | Economy |

◆◆◆ 20h 45m; Airbus A319, Boeing 777; (Sabre) Flight arrives on a different day (May 1 8:15pm);

◆◆◆ 23h; Boeing 747-400, Airbus A330-200; (Sabre) † Operated by Jet Airways; Flight arrives on a different day (May 1 5:55pm);

Recent Change to Open Skies Agreement for Travel to Japan Posted 01/09/12

There has been a [recent change](#) to the Open Skies Agreement for those travelers using federal funds for travel to Japan. In addition, when traveling to a foreign country funded by the Secretary of Defense, travelers are not permitted to take advantage of the Open Sky Agreements.

2013 Hotel Program for Business Travel Posted 04/25/13

To review the University hotel program negotiated rates for preferred hotels in the Chicago area, click [here](#) or on “Hotel Accommodations” on the UChicago Travel website.

“Friends and Family” Hotel Promotion for Personal Travel Posted 02/10/12

The InterContinental Hotels Group (IHG) is offering **Friends and Family** guest room rates in the United States at InterContinental, Crowne Plaza, Hotel Indigo, Holiday Inn, Holiday Inn Express, Staybridge Suites and Candlewood Suites hotels. Rates are non-refundable, subject to available inventory and must be made in advance of travel.

How does the program work? Step 1) Book the Friends and Family rate on this [web link](#). Step 2) Print and complete the rate voucher located on the booking website. The IHG employee is Esther Robson, the InterContinental Hotel Sales Representative for UChicago. The rate voucher must be presented at check-in.