




To: Vice Chancellors for Administration and Finance  
 From: Lisa A. Calise  
 Date: December 23, 2024   
 Re: New Standard Mileage Rate for Personal Autos – Effective 1/1/2025

Pursuant to Board of Trustee Policy T92-031 (Appendix B), I am hereby notifying you of the new Standard Mileage Rate increase effective January 1, 2025. Under this policy, the University Treasurer shall set rates at the levels established by the Internal Revenue Service (IRS).

The Internal Revenue Service issued Notice 2025-05 on December 19th, outlining the increase for 2025 in the allowable standard mileage rate for employees who use their vehicles for University business from 67 cents to 70 cents per mile (up 3 cents from 2024). The deductible mileage for medical and military moving expense remained unchanged at 21 cents per mile for 2025. The rate associated with miles driven in service of charitable organizations remains at 14 cents (permanently set by statute at 14 cents). These changes are effective January 1, 2025.

The University must take the appropriate steps to ensure compliance immediately.

Thank you for your attention to this matter. Please contact Kathy O’Neil (Assistant Treasurer), at (774) 528-0200 if you have any questions.

**Mileage Rate Changes**

| Purpose        | Rates 2024 | Rates 2025 |
|----------------|------------|------------|
| Business       | 67         | 70         |
| Medical/Moving | 21         | 21         |
| Charitable     | 14         | 14         |

