What is UF GO?

A single system that allows UF faculty and staff to upload, review and report all Travel and PCard expenses on the go. This system replaces the modules currently in PeopleSoft myUFL.

How will UF GO work?

1. From pre-trip approval to submitting travel expenses in one platform

This platform handles all your traveling needs from pre-trip approval (previously travel authorization), booking travel arrangements, and submitting your expenses for trip reconciliation.

2. One single system for Travel and PCard

One location to find all transactions, travel, PCard (travel and non-travel charges), and general reimbursement. With this integration, it eliminates duplication of work and reduces reimbursement time while increasing policy compliance.

3. Mobile-friendly system

Travelers and PCard holders can submit their receipts through the mobile app or email, submit their reports, and view pending transactions. Additionally, users who approve transactions can do so through the mobile app from wherever they are.

4. Integrated booking tool

The booking tool is a one-stop shop to book airfare, hotels, car rentals, and train. Pricing may include pre-negotiated rates as well alerts of UF policies to help UF travelers select in-policy travel options.

5. Electronic certification by travelers and PCard holders

In the system, UF employees will certify their travel request, and all Travel, PCard, and General Reimbursement expenses by clicking the "Submit" button, eliminating the need for physical signatures.

To learn more about UF GO, please visit
www.cfo.ufl.edu/initiatives/uf-go/