Can our travelers use their credit cards to book flights? (They want the perks of using their personal credit cards, or they are concerned with airline status)

Yes. To use a credit card to book an agent-assisted flight you have two options:

1. Using the online booking tool: select the flight you want. In the comments portion of the online booking tool, make a note that you would like to pay for this via your credit card. (see image) Once you confirm the booking, the Travel Agents will reach out to retrieve the credit card information.

2. Contact the agents directly using email at: travel@admin.utah.edu