What is iExpense?

iExpense replaces the excel-based Business Expense Reimbursement (BER) process for Employees

Advantages of iExpense:
- Create and Access Status from around the world
- Corporate Pay Travel Card
- Streamline Expense Reporting and Approval Workflow
- Mobile App for iPhone and iPad
- Notification at Creation, Approval, and Payment
- Faster reimbursements
- Better Reporting and Price Negotiation
- Finance Centers available for preparation and assistance

Quotes from our Pilot-Users

“I found the system to be very user friendly and really convenient. Keep it going! No major complaints.”
- Robert A. Cramer Jr., Ph.D., Geisel School

“The business card has been extremely convenient. I appreciate not having to use my personal card for business and the online form is easy to manage.”
- Amy Keeler, M.Ed., Thayer School

Roll-out to begin in March

March
Phase I – Finance Centers
- Training and Roll-out to Finance Centers
- Approver Training

April
Phase II – Select Departments
- Department training
- Distribution of Corporate Paid Cards

May/June
Phase III – All of Campus
- Department training
- Distribution of Corporate Paid Cards

System Views

iExpense Web-based System and Mobile App

Create expense reports on your computer or with your iPhone and iPad mobile device. Itemize credit card charges, cash receipts, travel, per diem; automatically creates expense reports for saving time and fast payment processing.