Phones and Long Distance

Long distance phone calls, long distance faxing, and directory assistance calls require an access code. The department administrator determines if you should have your own access code or if you may borrow a general access code.

Long distance calls are only for official University business. You are responsible for certifying your long distance calls monthly at [https://utdirect.utexas.edu/tn/ld/](https://utdirect.utexas.edu/tn/ld/). For help dialing internationally, please visit [http://www.countrycodes.com](http://www.countrycodes.com) for the correct format after dialing 8+International LD Code.

You will be asked to reimburse the department for excessive or personal long distance charges.

The use of Directory Assistance is discouraged, as the department is charged $1 per inquiry. Please use other methods before using Directory Assistance. One good, no cost directory is found at [http://www.att.com/directory/](http://www.att.com/directory/).