How to enroll with United Airlines to receive Cowboys Traveler Benefits

University of Wyoming

September 15, 2022
How to book your business travel directly with United

Step 1: Connect your MileagePlus account with 1x email validation

University of Wyoming employees can register here.

Please have your MileagePlus information handy before you get started.
Not a member yet? Sign up here.

During the registration process, you will receive a validation code from noreply@united.com. Your administrator may need to whitelist this email address.

Step 2: Book your next trip on united.com or the United mobile app

Sign into your MileagePlus account on the United mobile app or on united.com.

**UNITED.COM**
On the booking screen, select “Business travel.”

**UNITED MOBILE APP**
When you click “Book Flight,” select “University of Wyoming business travel.”

Fares will appear with the discount applied. You must be signed in and on the reservation.
BREAK FROM BUSINESS DISCOUNTS

United recognizes your loyalty, regardless of why you’re traveling.

While we love flying with you for work, we know that sometimes you need a break. Your company’s relationship with United gives you access to up to 10% off your personal travel when you book by December 31, 2022.¹

When it’s time for a break, here are the details:

- Enjoy varying discounts on your global travel in any cabin, except Basic Economy
- All travelers on your same reservation are eligible for Break from Business discounts
- Book with ease on united.com or the United mobile app when logged into MileagePlus
- Use the discount anywhere United flies*
- Fly on United or United-marketed flights operated by Air Canada, All Nippon Airways or Lufthansa Group airlines.**

¹Terms and conditions apply.
²Discount valid for U.S. Point of Origin to all destinations and worldwide Point of Origin to U.S. destinations.
**For travel originating in Japan, this discount is only valid on United-operated flights.
Step 1: Connect your MileagePlus account with email validation

- You will automatically gain access to Break from Business discounts when you enroll your United MileagePlus account in the business discount program
- Separate enrollment not required

Step 2: Book your next adventure on united.com

Sign in to your MileagePlus account on the United mobile app or on united.com.

UNITED.COM
On the booking screen, select “Personal travel.”

UNITED MOBILE APP
When you click “Book Flight,” select “Break from Business discount.”

Break from Business fares will appear with the discount applied. You must be signed in and on the reservation for discount to appear.

Step 3: Learn more about Break from Business at united.business/breakfrombusiness
Register to start booking travel with United

Your company’s relationship with United for Business allows employees to book travel with enhanced discounts.

Get started by connecting your work email with your MileagePlus® number.

Enter your work email address below. You’ll receive an email with a verification code to continue with your registration.

Company name: University of Wyoming

mark.lagier@uwyo.edu

Submit

Note: Your enrollment verification code will expire after 30 minutes.
Step 2: A 6 digit registration code will be sent to "@uwyo.edu" email address; enter the code into the registration screen.

Enter the Verification code sent to Mark.Lagler@uwyo.edu

Enter your 6-digit verification code

Submit

Note: If you don’t receive your verification code within a few minutes, check your junk or spam folders.

Closing this window will restart the validation process.

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From: United.Com <noreply@united.com>
Sent: Tuesday, September 6, 2022 2:04 PM
To: Lagler, Mark <mark.lagler@uwyo.edu>
Subject: Your United for Business verification code

You recently began the registration process to book travel with United.

To continue with your registration, enter this code in your browser where prompted: 995744

For your security, do not share this code with anyone. This code will expire after 30 minutes.
Step 3: Enter your United® MileagePlus® number, first name and last name as they appear on your account profile

Registration for University of Wyoming employees

**Work email:** M****R@uwyo.edu

Finalize your registration by entering your MileagePlus® information below or [create a new account](#).

- Please enter MileagePlus number
- Please enter First name
- Last name on your MileagePlus account

**Email subscription preferences**

- I would like to receive MileagePlus marketing emails

[Forgot your MileagePlus number?](#)

Not a member? [Join Now](#)

Submit
Registration complete

A confirmation email has been sent to M****R@uwyo.edu

Summary

MileagePlus number: XXXX902
Company: University of Wyoming

From: United.com <noreply@united.com>
Sent: Tuesday, September 6, 2022 2:21 PM
To: Lagler, Mark <mark.lagler@uwyo.edu>
Subject: Your United for Business registration confirmation

Thank you for registering! Your work email and MileagePlus® account are now connected so you can book travel and take advantage of enhanced discounts.

MileagePlus number: XXXX902
Company: University of Wyoming

To book your next trip, visit united.com.