

Policy Number	Subject	Effective Date	Revised Date
8.0010P	Management of Student and Faculty International Travel Risks	02/12/01	09/08/03
Responsible Division / Department: Student Affairs / International Center			
<input type="checkbox"/> New Policy <input type="checkbox"/> Major Revision of Existing Policy <input checked="" type="checkbox"/> Minor/Technical Revision of Existing Policy <input type="checkbox"/> Reaffirmation of Existing Policy			

I. OBJECTIVE & PURPOSE

To provide for the management of institutional international travel risks.

II. STATEMENT OF POLICY

- A. Faculty are encouraged to develop and implement a wide range of international education programs for credit, including academic exchanges, study abroad courses, internships, and research projects, as a contribution to the mission of the University. Student non-credit international travel, for purposes such as research activity, conference attendance, grant development or implementation, artistic or athletic activities, may also contribute to the mission of the University.
- B. All student international travel, by individuals or by groups, where such travel is sponsored or conducted by faculty or staff, or officially affiliated with the University of North Florida, in whole or in part, must undergo a risk management review approved by the Director of the University of North Florida's International Center, or designee. It is the responsibility of each Faculty Advisor, and each College, to advise students as to this requirement. It is especially important that students traveling individually, through a University exchange agreement or other self-identified program, register with the International Center before their departure so they can be contacted in emergency situations.
- C. Risk management reviews will include, but not be limited to, health insurance, emergency assistance insurance such as medical evacuation and repatriation of remains, overseas location risk assessments; and other related matters such as academic advising review, certification to the Office of the Registrar and Student Financial Aid, and pre-departure risk management orientations.
- D. Pre-departure risk management orientations should include a review of the standard informed consent form, information concerning local health and safety

conditions, emergency contact procedures, and other pertinent country information available through sources such as the U.S. Department of State country travel advisories and the Centers for Disease Control.

Formerly 9-3.011