SUBJECT: International Travel Policy for Students

DATE: October 04, 2019

Policy for: University of South Carolina Beaufort

Issued by: USCB Academic Affairs Office

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                                Deans' Council, September 18, 2019

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Policy

    A. For purposes of this policy the terms abroad, overseas, and international refer to destinations outside of the fifty United States of America and District of Columbia (Washington, D.C.).

    B. The University of South Carolina Beaufort encourages students to engage internationally in educational, research, and service activities. This policy is intended to promote the health, safety, and security of all students at USCB while traveling outside of the United States for university-related purposes.

    C. This policy applies to all students traveling internationally for academic-related purposes, which may include but are not limited to study, research, internships, service, conferences, presentations, teaching, performances, or athletic competitions

    D. This policy outlines the university's requirements with regard to international travel registration, international emergency travel insurance, university travel warnings, international travel involving student groups and conditions that may limit travel.

        1. Student International Travel Registration
        All students are required to apply and seek approval for international travel for university-related purposes. Student information is maintained in a confidential and secure database with key travel information for all student travelers that forms the basis for the university's emergency response protocols and communications strategy (e.g., alerts, warnings, evacuation notices) when responding to an emergency or critical incident abroad.

        Students are required to immediately notify the Provost, appropriate Vice Chancellor or designee, should any changes to their location occur during the duration of their international stay so that their records may be updated.

2. International Emergency Travel Insurance
   All students traveling abroad for any university-related purpose are required to obtain international emergency travel insurance that provides benefits while traveling internationally for coverage of accident and illness medical expenses, emergency medical evacuation, security evacuation, and repatriation of mortal remains. International emergency travel insurance must be obtained for/by students traveling internationally regardless of whether the student traveler has other related coverage.

3. USC University Travel Warnings
   USC Travel Warnings List

   The University of South Carolina may warn travelers and/or impose additional requirements or restrictions on students seeking to travel to destinations where health, safety, or security concerns pose risks that warrant such a decision.

   The university reserves the right to prohibit or suspend travel by students for university-related purposes to any destination if health, safety, or security concerns pose risks that warrant such a decision.

   The university will issue University Travel Warnings based upon destinations for which the U.S. Department of State has issued a Travel Warning, as well as other sources of information, including but not limited to travel advisories from other countries and information from the travel and insurance industries.

   In accordance with University Policy ACAF 2.06 International Academic Agreements, the university will not approve new or renew agreements for student-oriented programs that involve university student travel to countries on the U.S. Department of State Travel Warning list, or for which the university has prohibited travel.

   Students already in an international location at the time the university issues a university Travel Warning for that location will be advised of the change in the risk status of their location. In some cases, students will be advised to evacuate that location. Students who choose to remain in an international location after being advised by the university to evacuate do so at their own risk and may be deemed to be in violation of the student code of conduct and may be subject to further action.

   Potential tuition refunds will be handled on a case-by-case basis depending on ability to complete course credit requirements.

4. International Travel Involving Student Groups

The University of South Carolina Beaufort encourages faculty and staff members to create and lead programs that provide groups of students with international experiences.

Group leaders are responsible for:
    a. Validating all student travelers have completed and submitted all required documents
    b. Ensuring all participants secure personal international emergency travel insurance for the intended travel period
    c. Planning and conducting Pre-Departure orientations
    d. Communicating periodic updates to the university while abroad
    e. Notifying the university immediately for any emergent issues
    f. Conducting Post-Travel Evaluation
    g. Ensuring all participants comply with all university policies while abroad

Student organizations are required to work with the Office of Student Life when creating and organizing student-led international travel.

Group leaders and their assistants accompanying students overseas must be covered by an international emergency travel insurance for the duration of the overseas travel. When the destination in an approved faculty/staff-led overseas program becomes subject to a University Travel Warning after approval, the approval may be rescinded.

5. Conditions that May Limit Ability to Travel
    a. All student travelers are required to disclose any academic integrity violations, honor court or code of conduct disciplinary actions. The International Programs Committee will review these records to determine eligibility to travel.

    b. Students are required to have a minimum CGPA of 2.5 unless otherwise identified by Program Developer. Students who are on academic probation at the time of application are ineligible to travel.

Related Policy:
USCB Academic Affairs Policy 307