



UNIVERSITY POLICY

STUDENT LIFE & INTERNATIONAL EDUCATION POLICIES

Number: 701

Subject: International Risk Management Policy

Covered Individuals: All UIU Students, Faculty and Staff

Covered Campus Locations: All UIU Locations

Date of Origin: April 16, 2014

Effective Date of Last Revision: February 28, 2018

POLICY STATEMENT

The International Risk Management Policy seeks to reduce university liabilities by managing the movement of students, faculty and staff traveling abroad for business or study purposes.

POLICY

All students, faculty and staff planning to travel abroad as part of a university-sponsored trip must contact the Center for International Education (CIE). The CIE, through its Education Abroad Office, will implement and enforce this policy. Complete information on the policy, including any attachments and required forms, will be available on the CIE website.

Policy States:

- All students, faculty and staff participating in University-supported international travel are required to register their trip with the Center for International Education.
- All faculty leading a group of students abroad must adhere to the policies and procedures established in the "Faculty Led Study Abroad Programs – Policies and Procedures" document.
- All faculty and staff leading a group of students must adhere to the established safety and emergency protocol and procedures when traveling abroad.
- Students, faculty and staff intending to travel abroad on a University-supported trip to a country included on the Department of State's Travel Warning List are required to submit a petition and obtain approval for travel to the listed country.
- All International students on an F or J visa are required to enroll in UIU's Student Health Insurance Plan.
- All international scholars and staff (i.e., non-US citizens) are required to enroll in the UIU-approved health insurance plan as a condition of employment or sponsorship.
- All UIU employees and students participating in University-supported international travel are required to enroll in UIU's International Health Insurance Plan.

REFERENCES/BENCHMARKING

N/A

CONTACTS

Acting as the policy owner, the Vice President of Student Life and International Education is responsible for answering questions regarding the application of this policy.

SANCTIONS

N/A

HISTORY

- April 16, 2014
 - Policy was created
- May 9, 2014
 - Policy was approved by the Board of Trustees
- November 10, 2016
 - Annual review of policy
 - Approved by President's Council
- January 16, 2018
 - Annual review of policy by University Policy Committee
- February 28, 2018
 - Approved by President's Council