

ADMINISTRATIVE DIVISION Academic Affairs	POLICY NUMBER 308
POLICY TITLE International Travel Policy for Students	
DATE OF REVISION June 12, 2025	
RESPONSIBLE OFFICER Executive Vice Chancellor for Academic Affairs & Provost	ADMINISTRATIVE OFFICE Academic Affairs

PURPOSE

This policy outlines the university's requirements with regard to international travel registration, international travel insurance, and international travel involving student groups.

DEFINITIONS

For the purpose of this policy, the terms **abroad, overseas and international** refer to any location outside of the fifty United States of American and District of Columbia (Washington, D.C.)

POLICY STATEMENT

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

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.

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.

A. 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 designed, should any changes to their location occur during the duration of their international stay so that their records may be updated.

B. 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.

C. U.S. State Department Travel Warnings

USCB does not authorize Study Abroad in countries with U.S. State Department Level 3 or 4 advisories due to unsafe conditions.

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.

D. 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:

1. Validating all student travelers have completed and submitted all required documents
2. Ensuring all participants secure personal international emergency travel insurance for the intended travel period
3. Planning and conducting Pre-Departure orientations
4. Communicating periodic updates to the university while abroad
5. Notifying the university immediately for any emergent issues
6. Conducting Post-Travel Evaluation
7. 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 assistant 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.

E. Conditions that May Limit Ability to Travel

1. 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.
2. Students are required to have a minimum CGPA of
Unless otherwise identified by Program Developer. Students who are on academic probation at the time of application are ineligible to travel.

RELATED UNIVERSITY, STATE AND FEDERAL POLICIES[USCB Academic Affairs Policy International Travel Policy for Students](#)[ACAF 2.09 International Travel Policy for Students](#)**HISTORY OF REVISIONS**

DATE OF REVISION	REASON FOR REVISION
JUNE 12, 2025	Reviewed and updated to standard template.
May 8, 2024	Reviewed with minor revisions
October 4, 2019	Reviewed policy, minor revisions
September 18, 2019	New Policy