



Policy

University Policy AC-27.01-07/14

Policy Title: UWF-Sponsored International Travel Insurance Requirement

Originator: Dr. Angela McCorvey, Associate Vice President

Responsible Office: Office of International Education and Programs

Reason for Policy/Purpose:

The University of West Florida (UWF) seeks to promote safer travel to events and activities occurring beyond the boundaries of the United States by students. Accidents or sickness that occurs while traveling internationally can pose unique challenges. Students may be unfamiliar with medical services and locations in other countries. Language barriers and different billing procedures may also affect prompt medical services. Serious injuries or death may require the need for medical evacuation or repatriation services. Therefore, students travelling internationally on or to UWF-sponsored programs and activities are required to have adequate medical insurance. Medical insurance must be verified before the student departs.

Definition of Terms:

A “UWF-sponsored program” includes but is not limited to study abroad programs recognized by UWF, faculty-sponsored international trips, and/or pre-arranged international service travel.

An “activity abroad” includes any program or activity (academic, community service, or humanitarian endeavor), for credit or not for credit, that is planned, organized, administered, led, or sponsored by a UWF department, school, college, program, group, faculty member, administrator, or with a third-party vendor (such as KEI, CIS, or GlobalLinks) and which is held, in part or in its entirety, beyond the borders of the United States.

Procedures:

Each student to whom this policy applies must obtain health/accident insurance, which includes coverage for emergency medical evacuation, repatriation, and mental health services for the length of their study abroad program. Coverage must be for a minimum of US \$100,000.00 and include a minimum of \$25,000.00 for medical evacuation, \$25,000.00 for repatriation, and \$5,000.00 for mental health services.

Who Is the Medical Insurance Requirement Applicable To?

This requirement applies to students engaging in UWF-sponsored programs and activities abroad. This includes academic programs such as study abroad programs and faculty-led academic programs, and also includes non-academic programs and activities such as, competitions, recreation and leisure activities and events. This also includes students who are placed through agencies in study abroad programs.

Who Is Excluded From the Medical Insurance Requirement?

- Students engaging in student teaching, internships, practicums, observations or research through independent travel and not under the auspices of UWF are not required to have medical insurance.
- Students participating in intercollegiate athletics competitions under the auspices of the UWF Department of Athletics.

Verification

Each student to whom this requirement is applicable must complete and submit to the UWF Study Abroad Office the Health and Accident Insurance Verification Form by the last day of the UWF semester before he/she departs (December for Spring term, April for Summer Term, August for Fall Term). The form must document that all required coverage has been obtained, or the individual student(s) must provide proof of appropriate coverage through one of the pre-approved insurance policies. If a student does not provide proof of acceptable insurance coverage by the deadline, his or her approval to study abroad or approval for other programs will be rescinded.

APPROVED: Dr. Judith A. Bense, President

Date: 7/31/14

History: Adopted July 2014.