

Office of Student Affairs  
**International Travel Policy**

**Updated June 2018**

## **Introduction**

The International Travel Policy applies to all NYU medical students who are travelling outside of the United States for any reason related to their schoolwork, including but not limited to conferences, research and clinical electives or any other activities in which they are referencing their status as students or representatives of the NYU School of Medicine. This policy does NOT apply to personal trips or vacation outside of the US.

## **Important Points**

1. Safety Guidelines: The International Health Program and the Office of Student Affairs will **NOT** permit students to travel to locations with a current State Department Travel restriction or countries with an IJET Country Security Assessment Rating (CSAR) rating above 3, and reserves the right to restrict travel for which credit or funding is requested. Exceptions may be made on a case-by-case basis, depending on the political and social stability at the time of travel. Each location must be approved by the Director of Global Health Initiatives
2. The Office of Global Health Initiatives **MUST** be notified of **ALL** international travel in any capacity, not related personal or vacation time, for all or part of the travel, for any duration of time, to anywhere outside of the United States. This includes student travel for work, research, service, observation or volunteering, for credit or no-credit, with or without school funding, with or without SoM faculty, NYU faculty from outside the SoM, non-NYU faculty, or with non-academic organizations.
3. Students traveling outside the US are required to register with NYU Traveler. The NYU Traveler system (WorldCue) is for all members of the NYU community and provides a 24-hour monitored direct line to NYU Public Safety.
4. Students traveling outside the US and holding a US passport are required to register with the US State Department, at STEP, the Smart Traveler Enrollment Program. We also encourage students to apply for Global Entry Trusted Travel Program <https://www.cbp.gov/travel/trusted-traveler-programs/global-entry>
5. Students traveling outside the US for longer than 2 weeks are required to purchase international health insurance through NYU's group access to HTH Worldwide. The plan covers any doctor visit or prescription medication required while traveling, and also includes emergency medi-vac coverage in the case of an

emergency. The International Health Program will provide details and the group access code upon request.

If students can provide proof that they are covered in their destination country for *more than* emergency room visits, they may be waived from this requirement.

6. Students are also required to provide the Office of Global Health Initiatives and the Office of Student Affairs with their flight details and an emergency contact. This information is usually collected through the OrgSync application forms required of students.
7. Students are required to provide a primary and alternative form of contact to the Office of Global Health Initiatives after arriving at their destination.

There are different application forms available through the International Health Program to receive credit or funding for certain types of international academic experiences. Please contact the International Health Program at [ihp@nyumc.org](mailto:ihp@nyumc.org) with any questions.

Office of Global Health Initiatives

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