



STUDENT TRAVEL

The Morsani College of Medicine has funding available to help support student travel to regional and national conferences as part of a student's educational development. RISE supports requests for students **presenting** their work whereas the Office of Student Affairs supports those individuals wishing to **attend** conferences. If interested in traveling to present at a conference, or to attend a meeting as a student group/organization please complete the travel request form here, https://usfhealth.az1.qualtrics.com/jfe/form/SV_b2hmB9UelvTn66h. Not all costs associated with the conference/flights/hotel will be covered.

Important considerations:

- **Funding is available only for meetings within the continental US.**
- Funding cannot be provided if a request is less than 6 weeks prior to the date of travel.
- There is an informational presentation that you must view prior to obtaining funding.
- Funding is granted only for reimbursement. Students must pay for all up-front costs to travel.
- RISE/Office of Student Affairs can only assist in financially supporting student travel. The funding received may not cover the entirety of the travel arrangements.
- **Provision of travel funding does NOT mean that the student is automatically excused from mandatory coursework.** Students MUST submit [absence requests to course and clerkship directors](#) for travel related absences. If the absence is not excused, students will need to forfeit the travel funding.

International Travel

The USF System International Travel Authority [Policy #10-507](#), **requires that all USF Health students, and faculty/staff accompanying student(s) abroad, who are engaged in any university-related travel program, must register their travel with USF Health International.**

University-related travel is any international travel conducted as part of a USF program requirement, clinical rotation, research project, service learning, field experience, conference, student organization trip, volunteer, or any international activity tied to an individual's status as an active USF student, regardless of the source of funding for travel.

All USF Health Morsani College of Medicine students are required to first contact MCOM's international programs office for initial travel approval and then will be directed to complete the USF Health travel registration processes. Ms. Linman Li, Lli1@health.usf.edu is the contact for this service.

Once registered, students will be enrolled in USF's mandatory International Health and Evacuation Insurance offered by United Healthcare Global, a leading industry provider, free of cost. Students will also automatically benefit from USF World's 24/7 International Assistance Line (+1-813-317-5815) and the International Risk and Security Office services.

To ensure completion of the travel registration requirements, it is strongly recommended that all students contact their College's International Programs office a *minimum* of 90 days prior to planned departure.

To review the USF Health Travel Processes, please visit [USF Health International](#).