Definition of Northwestern-Affiliated Graduate Student Travel

Registered graduate student international travel is considered Northwestern-sponsored if it meets at least one of the following criteria: The travel is:

- funded or reimbursed, in full or in part, by Northwestern and regardless of purpose (conference attendance/participation, research or reporting, field studies, practicums, language studies, performance, competition, service learning, etc.);
- in support of an academic assignment, work product or degree requirement supervised by Northwestern faculty or staff, including field-based or archival research, regardless of whether credit is involved or awarded;
- directly associated with dissertation research coupled with active TGS 500 or TGS 512 status; or
- accompanied by a Northwestern faculty or staff member in the capacity of his/her employment.

Note that an international student’s short-term trip to one’s home country (while a temporary resident of the U.S.) for research or other academic purposes may be considered university-sponsored.

Northwestern graduate student international travel is NOT considered university sponsored if:
- The individual has withdrawn or taken a leave of absence from the institution
- The individual has relocated to a foreign country, one’s home country or a third country to write one’s dissertation or participate in other non-Northwestern activities (such as employment)

Review GeoBlue employee eligibility requirements to determine benefits and limits for other categories of travelers, such as McGaw medical residents, post-doctoral scholars, independent contractors, volunteers, adjuncts, emeritus employees and visiting international scholars, who travel abroad on temporary assignment for Northwestern.

If questions remain about whether or not a graduate student’s travel is considered university-sponsored, contact globalsafety@northwestern.edu. For questions about GeoBlue employee legibility, contact Pam Tackett in the Office of Risk Management.