POLICY STATEMENT
All study abroad and away programs and participants must follow the procedures set out in the study abroad policies and procedures manual for faculty.

In an effort to centralize Study Abroad and Away policies, procedures, and information as much as possible, and in light of risk assessment and liability issues, it is essential that all Study Abroad programs be developed in tandem with the Study Abroad Office from the earliest planning stages. All Augusta University Study Abroad and Away programs must go through a rigorous multi-level approval process that is outlined in this manual.

AFFECTED STAKEHOLDERS
Indicate all entities and persons within the Enterprise that are affected by this policy:

☐ Alumni ☒ Faculty ☒ Graduate Students ☒ Health Professional Students
☒ Staff ☒ Undergraduate Students ☐ Vendors/Contractors ☐ Visitors
☐ Other:

DEFINITIONS
Intentionally left blank.

PROCESS & PROCEDURES
Policies and procedures for study abroad and away programs are available on the Study Abroad Program webpage at: http://www.augusta.edu/studyabroad/forfaculty.php.

REFERENCES & SUPPORTING DOCUMENTS
Study Abroad and Study Away Proposal forms are required for both new and existing Study Abroad and Away programs. Recurring programs must go through the evaluation and approval process each year. That form can be found at http://www.augusta.edu/studyabroad/forfaculty.php

RELATED POLICIES
Intentionally left blank.

Office of Legal Affairs Use Only
Executive Sponsor: Vice Provost for Instruction
Next Review: 2/2021
APPROVED BY:

Executive Vice President for Academic Affairs and Provost, Augusta University
Date: 2/11/2021

President, Augusta University Date: 2/11/2021