

*Faculty interested in travelling with students for course-related activities are expected to abide by current CDC and University of Akron Covid-19 policies. If a student objects to course-related travel, faculty are asked to provide an alternate means for that student to meet academic requirements. Only requests submitted 20-business days or more in advance will be reviewed and considered for approval. Faculty are strongly encouraged to submit requests as far in advance as possible.*

Faculty need to do the following:

Travel within 8 hours driving distance and having two or less overnight stays:

1. Submit a travel request to the appropriate department Chair/Director authorized to approve your academic-related travel.
2. Complete the corresponding Emergency Contact and Travel Waiver documents.
3. Notify each person intending to travel that s/he must upload their Covid-19 vaccine record to Med-Proctor at least two weeks prior to the scheduled departure.
  - a. If a Covid-19 vaccine record has not been uploaded to Med-Proctor, the student(s) will need to either, submit proof of vaccine status and upload it to Med-Proctor 72 hours prior to planned departure date, or schedule a Covid-19 test no earlier than 72-hours prior to planned departure. Prior to departure, the student must submit a negative test result to the appropriate department Chair/Director that approves travel requests.
  - b. The faculty member leading the trip will coordinate with his/her department Chair/Director to verify vaccine statuses two weeks prior to the planned departure.
  - c. The faculty member leading the trip will coordinate with his/her department Chair/Director to verify negative test results within the 72 hour period prior to departure.
4. Faculty are responsible for understanding the requirements set by the local area being visited since these will likely reflect any current health orders in that respective state or city.
5. Receive Department Chair/Director approval for the travel plans.

Travel more than 8 hours driving distance or with three or more overnight stays:

1. All the above
2. Provide a written plan to your Chair/Director indicating provisions to be taken if an unexpected sickness arises, or a Covid-19 positive test result while travelling. This plan should also identify a location where a Covid-19 test can be completed while travelling, and the link to plans and/or requirements set by local health authorities that govern actions related to positive Covid-19 findings.

UA generally will not pay for quarantine periods required by the city/state/municipality. The traveler may be responsible for any additional travel costs outside of the approved travel.

*The above policies are subject to change based on recommendations from the University of Akron planning committees related to Covid-19.*

Updated 9/22/2021