STUDENT DOMESTIC TRAVEL
(UPDATED JULY 21, 2021)

This guidance is effective as of the date above. This guidance is subject to change and will remain in place at least through the conclusion of Fall Semester 2021. Students traveling with Intercollegiate Athletics teams and as part of Penn State-affiliated Education Abroad programs are exempt from these guidelines, as those units have separate and robust guidelines.

This guidance has the following sections:
- Vaccination guidelines
- Travel associated with a course
- Travel associated with research being conducted for a thesis or dissertation
- Travel to a conference
- Submission information
- Cocurricular travel
- Before submitting a request
- If travel is approved
- Acknowledgment/Assumption of risk
- Personal travel

COVID-19 VACCINATION GUIDELINES
The University strongly encourages all students traveling for any University-sponsored or University-affiliated purpose to be fully vaccinated against COVID-19 by the date of departure.

TRAVEL ASSOCIATED WITH A COURSE/TRAVEL ASSOCIATED WITH RESEARCH/TRAVEL TO A CONFERENCE

Travel associated with a course
If a student is traveling off campus as part of course, the instructor of record is responsible for working with their unit administrator to ensure that student travel adheres to the University’s travel guidance. This includes travel for short duration field trips. At this time, overnight field trips are discouraged.

Travel associated with research
Students wishing to travel domestically to conduct research, including thesis or dissertation research, should make a request to the faculty member teaching the course that is associated with the research, or the student’s research advisor. The faculty member will review the request and submit the request to the unit executive (dean or chancellor) of the unit to which the travel is related.
Travel to a conference
Students wishing to travel domestically to attend a conference should make a request to the **unit executive** (dean or chancellor) of the unit to which the travel is related.

Submission information for travel associated with a course/travel associated with research/travel to a conference
Requests must include:
- Dates and locations of travel.
- Rationale for the travel.
- For travel associated with a course, the faculty member must explain how the student(s) will follow the University travel guidance and [Pennsylvania Department of Health](https://www.health.pa.gov) guidelines. If the proposed travel involves an overnight stay, the faculty member must outline a contingency plan in the event that a traveler becomes ill with COVID-19 or any other illness.
- For travel associated with research/travel to a conference, the student must describe how they plan to follow the University travel and Pennsylvania [Department of Health guidelines](https://www.health.pa.gov).
- How the student(s) will comply with any restrictions imposed in the area(s) to which they are traveling.

COCURRICULAR TRAVEL
Cocurricular travel that is sponsored by the University should follow the appropriate approval paths and guidelines through the sponsoring unit.

Student organization and student-initiated fee funded travel must be registered. At University Park, travel must be registered through OrgCentral using the [travel registration form](https://orgcentral.psu.edu) and will be reviewed by Student Activities staff. Club Sports travel must be submitted and reviewed by the Competitive Sports staff in Campus Recreation.

At Commonwealth Campuses, travel must be registered through campus specific travel registration processes and will be reviewed by appropriate staff.

Trip coordinators will be responsible for sharing CDC and PA DOH guidelines, safety measures and potential risks associated with traveling with all participants.

**BEFORE SUBMITTING A REQUEST FOR ANY TYPE OF TRAVEL**
Students and student organizations wishing to travel should do the following prior to submitting a request:
- Review and make sure they fully understand and appreciate the risks they are accepting associated with COVID-19 and other communicable diseases when traveling. ALL STUDENTS WHO REQUEST TO TRAVEL AGREE TO THE BELOW ASSUMPTION OF RISK. IF A STUDENT IS NOT PREPARED TO AGREE, THEN THEY SHOULD NOT REQUEST TO PARTICIPATE IN UNIVERSITY-RELATED TRAVEL. Carefully review the state Department of Health guidance for the state to which the travel is being requested.
• Research the restrictions imposed in the area(s) to which they are traveling and ensure that they can comply with the restrictions.

IF TRAVEL IS APPROVED
If approved for travel associated with a course, travel associated with research, or cocurricular travel, students must comply with the following:

• Follow all COVID recommendations and requirements of the destination, in addition to the CDC order requiring face masks on public transportation and transportation hubs.

• Arrange any necessary air travel through Anthony Travel, Penn State’s preferred travel agency, when possible (not applicable to student organizations or student-initiated fee travel).

• Upon returning home, the CDC recommends that unvaccinated travelers get tested with a viral test 3-5 days after travel AND stay home and self-quarantine for 7 days after travel.

ACKNOWLEDGMENT/ASSUMPTION OF RISK
• Students who participate in University-related travel acknowledge and understand that participation is wholly voluntary. In addition to other hazards connected with travel, students understand that there is risk they may become exposed to and/or infected by COVID-19 or any of its variants, and that this risk cannot be entirely eliminated even with adherence to all preventative measures including vaccination. Students who participate in University-related travel assume any and all risk of such exposure or infection, and acknowledge that it may result in personal injury, illness, severe complications, permanent disability, and/or death. STUDENTS UNDERSTAND THAT ANY REQUEST FOR TRAVEL IS COMPLETELY VOLUNTARY AND SHALL OPERATE AS AN ACKNOWLEDGMENT AND ASSUMPTION OF RISK RELATED TO COVID-19 AND ITS VARIANTS.

PERSONAL TRAVEL
Students wishing to travel for personal reasons should exercise caution and follow safety and hygiene recommendations.