START HERE: Is the travel international*?

- Yes
  - Are students* traveling?
    - No
      - Domestic travel, personal travel, travel by non-students and travel by University students on a leave of absence during that term are NOT held to this policy.
        - (University faculty and staff are held to the Traveling on University Business policy. Contact GPS Alliance for questions on travel involving non-University persons.)
    - Yes
      - Is the travel University-purpose*?
        - No
          - **During a leave of absence, any previous support is cancelled.
        - Yes
          - Did a University unit organize or promote* the international travel?
            - No
              - Is a University unit providing support*?
                - No, so students must take a leave of absence**.
                - Yes
                  - Is the student taking a leave of absence** (see below)?
                    - No
                      - The unit must work through an education abroad office (see list of offices in the policy).
                    - Yes
                      - The unit must instruct students to complete the non-Education Abroad Office process beginning with registering their travel through the Student International Travel Registry.
            - Yes
              - Units must complete the unit responsibilities.*

*Definitions of terms used in this chart are found at: [http://www.policy.umn.edu/Policies/Education/Student/EDABROAD.html#500](http://www.policy.umn.edu/Policies/Education/Student/EDABROAD.html#500)

**If students are participating on a program not affiliated with the University during a required term (fall or spring), for which they must be registered for credit on campus, students must take a leave of absence for that term. During a leave of absence, a student is not a UMN student and therefore has no University supports and is not held to University policy. More information at [http://www.umabroad.umn.edu/students/choosingprogram/programdefinitions/outsideprograms/](http://www.umabroad.umn.edu/students/choosingprogram/programdefinitions/outsideprograms/)