



Last Name	
First Name	
Student ID#	
UVA e-mail	
Phone #	

**PETITION TO CONDUCT RESEARCH
TRAVEL IN THE UNITED STATES**

International travel has been suspended for faculty and students through May 31, 2021. For information regarding the petition process for an exemption to conduct research abroad, undergraduate students should contact the International Studies Office at hoosabroad@virginia.edu.

Non-essential **domestic** travel for students is similarly suspended. Schools have been authorized by the University to approve and fund instances of essential travel, which is defined broadly as supporting activities that are absolutely necessary, cannot be rescheduled, and must be done in person. Such travel must be proposed and approved in advance through the following petition process. Approval is required regardless of whether the travel will be funded by University or other sources.

Students who seek to undertake research travel within the United States that is essential to the completion of their academic program should discuss these plans with their advisors.

Once these steps are complete, the student will need to complete this DocuSign form and submit to the DUP (see the list at <https://college.as.virginia.edu/ugrad-directors>).

If approved and deemed as essential by the advisor consistent with the definition above, the DUP will forward the completed form to Rachel Most, Associate Dean for Undergraduate Programs and Christian McMillen, Associate Dean for the Social Sciences.

The Associate Deans (ADs) will review the student's request and the advisor's comments. If the ADs deem that the petition meets the criteria for essential travel and suitably addresses health and safety standards, the ADs will approve the request and all parties will receive notification via DocuSign. Approved petitions will be filed in the student's academic record.

I have thoroughly read and understand the above: _____

PETITION TO CONDUCT RESEARCH TRAVEL IN THE UNITED STATES

Student Name:

Student ID:

Major/Program:

Advisor Name:

The student has discussed this research travel with me and I approve and deem it essential.

Advisor Signature: _____

Proposed Destination (location, city and state):

Proposed Dates of Travel: _____ **through** _____

Overnight Stay Required:

Modes of Travel (e.g., car, train, air, etc.):

Funded by a University Source:

If yes, specify award:

Human Subjects Interaction:

If yes, specify IRB protocol number and approval date:

PLEASE ATTACH DOCUMENT WITH REQUIRED INFORMATION FOR PORTIONS BELOW, MAKING SURE TO PROVIDE ALL INFORMATION TO SUMMARIES AND QUESTIONS (IA-IID).

Justification for Proposed Travel

- A) Summarize the purpose and general activities to be completed during the proposed travel. *(250 words maximum)*
- B) Explain how your travel meets each of the three criteria for essential travel as defined by University policy. *(500 words maximum)*
 - 1) Why is the research absolutely necessary for you to complete your degree?
 - 2) Why can't the research be re-scheduled without substantively delaying the completion of the degree?
 - 3) Why must the research be done in person? Is there a remote alternative?

II) Health and Safety Plan (500 words maximum)

- A) Describe the current health and safety conditions that are reported for your proposed research location and travel route, including the current operating status, restrictions, and safety requirements at the proposed research facilities.
- B) Based on the health and safety training that you have completed, describe how you will address the conditions described above with regard to your local accommodations, transportation, and presence at the research site?
- C) Describe how you will handle an emergent health and safety situation in your research locality, such as site closures and lockdowns, or a personal health emergency (including access to friends and family).
- D) Describe how you will minimize risk to the University and Charlottesville community upon your return from travel.

III) Assumption of Risk and Release, Waiver, and Covenant not to Sue

Please carefully read and sign the following statement.

Having reviewed _____ regarding domestic travel from the Virginia Department of Health (VDH) and the Centers for Disease Control and Prevention (CDC) and other health and safety precautions cited in the Return-to-Research protocol for domestic research travel, I choose of my own accord to travel to the site specified in this Petition and agree to follow any restrictions placed on my travel by the University of Virginia.

Because I have been fully informed of the risks of this travel by the University of Virginia (the "University"), including bodily injury, death, damage to property, and financial losses, I hereby assume all such risks and release and waive, hold harmless, and covenant not to sue the Commonwealth of Virginia, the University, the officers, agents, employees, students, or any other persons whatsoever associated with them, from any liability for damage, injury, or death, including attorney's fees, incurred by or in any way related to my travel.

I understand and agree that this release and waiver, hold harmless, and covenant not to sue includes all transportation to and from the sites of my research and all activities during the proposed travel period whether or not they are directly related to my research plan.

Signature: _____

Date: _____

Director of Undergraduate Program: _____

Associate Dean of A&S, Social Sciences: _____

Associate Dean of A&S, Undergraduate Studies: _____