



**STUDENT DETAILS**

Student name: \_\_\_\_\_ Student number: \_\_\_\_\_

University email: \_\_\_\_\_@student.unimelb.edu.au Phone: \_\_\_\_\_

Emergency contact in Australia:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Please attach your travel itinerary to this document**

**MD RESEARCH PROJECT TRAVEL DETAILS**

Departure date: \_\_\_\_\_ Return date: \_\_\_\_\_

Placement start date: \_\_\_\_\_ Placement end date: \_\_\_\_\_

Research institution: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor name: \_\_\_\_\_

Supervisor email: \_\_\_\_\_ Supervisor phone: \_\_\_\_\_

Current DFAT travel advice (available from <http://smartraveller.gov.au/countries/Pages/default.aspx>)

(For overseas destinations only): \_\_\_\_\_

Project title: \_\_\_\_\_

Brief outline of the nature of research to be undertaken at the above Institution:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please read, complete and submit as required, all documents below prior to departure.**

## CHECKLIST

I have read the MD Research Project Travel Policy and understand it is my responsibility to:

- Read and familiarise myself with the Student Safety Off-Campus website. Available from:  
<http://safety.unimelb.edu.au/hazard-topics/travel-and-off-campus-work>
- Read and familiarise myself with the Infectious Diseases and Immunisation Policy. Available from:  
[http://mdhs.unimelb.edu.au/\\_\\_data/assets/pdf\\_file/0009/1633365/Infectious-Diseases-and-Immunisation-Procedure-20170927-secured.pdf](http://mdhs.unimelb.edu.au/__data/assets/pdf_file/0009/1633365/Infectious-Diseases-and-Immunisation-Procedure-20170927-secured.pdf)

### For overseas travel

- Read and familiarise myself with the Student Travel and Transport Policy. Available from:  
<https://policy.unimelb.edu.au/MPF1209>
- I have discussed my travel plans with my treating practitioner or University Health service and have acted upon all advice received in relation to:
  - Fitness to travel
  - Risks, vaccinations and precautions associated with my travel destination
  - Risks, vaccinations and precautions associated with my proposed placement activities

### For overseas travel to destinations for which DFAT is currently advising *Reconsider your need to travel OR Do not travel*:

- I have applied for an exemption from the Academic Registrar as outlined at:  
[http://ask.unimelb.edu.au/app/answers/detail/a\\_id/6118](http://ask.unimelb.edu.au/app/answers/detail/a_id/6118)

Note: Students undertaking overseas travel who wish to be provided Travel insurance must register with the Insurance Office:

<http://students.unimelb.edu.au/admin/insurance>

For overseas travel, please provide the following information:

- Travel insurance company: \_\_\_\_\_
- Travel insurance policy number: \_\_\_\_\_
- Travel insurance 24-hr help line number: \_\_\_\_\_

### **Please sign and return this form to the MD Research Project Subject Coordinators no later than 4–6 weeks prior to departure.**

- I have read the MD Research Project Interstate and Overseas Travel Policy and understand its contents
- I have provided the MD Research Project Subject Coordinators with a copy of my travel itinerary

Signature: \_\_\_\_\_ Date: \_\_\_\_\_