



UNIVERSITY OF CENTRAL FLORIDA

Financial Affairs

Announcement

Subject Trip Interruption Costs

Date July 26, 2022

Description

As we continue to see waves of COVID in the US and abroad, Financial Affairs would like to remind departments of possible additional costs that may be incurred by travelers that become ill while on UCF business trips (additional lodging, airfare ticket change fees, etc.), and who is responsible for covering these costs.

For Domestic Travel:

The university does not purchase travel insurance for domestic travel including coverage for trip interruption. The expectation is any health-related expenses would be covered by the individual's health insurance. Any trip interruption costs have traditionally been borne by the participant/program/department depending on the nature of the interruption.

For International Travel:

The university does purchase travel accident and sickness, general liability, and automotive liability insurance for international travel. These policies do not provide trip interruption coverage. The expectation is any health-related expenses would be covered by the travel accident and sickness coverage. Any trip interruption costs have traditionally been borne by the participant/program/department depending on the nature of the interruption.

Source Documents and Resources

[Travel Manual](#)

[Foreign Travel Insurance Information and Registry](#)

Contact Information

For additional support and questions regarding trip interruption costs, please contact a kNEXT Customer Care Coordinator at (407) 823-6398 (NEXT) or submit a Workday Help Case [here](#).