

Dear Faculty, Staff, and Students,

Your safety and security are very important to us, especially while on University business travel and programs. With that in mind, we are pleased to provide you with Travel Protector insurance from an AIG member company. With this coverage, you have access to AIG's Travel Protector insurance plan in the event you experience any travel inconveniences, security issues or medical emergencies while traveling internationally, including travel to the U.S. territories (American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands). The University also has a Hawaii/Alaska medical evacuation insurance policy through AIG Travel Protector insurance.

As part of this coverage, you are also provided with travel assistance services from AIG Travel. Services available include:

- Travel Security Assistance
- Travel Medical Assistance
- Concierge Services

Insurance coverage is also available under the policy with the costs being covered by the University if the faculty or staff member are traveling on University business. In addition, this insurance coverage is **required** for any travel companion(s) sharing the same accommodations and for personal (sojourn) travel added to the business trip at an additional cost to the traveler(s).

Personal (sojourn) travel is defined as any full day of travel for which travel costs are not reimbursable to the traveler by the University. Coverage is limited to 30 days for Hawaii and Alaska. The additional insurance coverage is a **required** purchase and is automated when completing a travel request in Firefly. More information can be found [here](#).

Students are also covered under this policy while traveling with University-sponsored programs and trips. Students should work directly with their Study Abroad office or sponsoring department to ensure all insurance requirements are met and payments received prior to the beginning of the trip or program.

To get started with your Travel Protector coverage, please take the time to review the materials located on the [NU Travel website](#).

- Videos are available to help you get started with the AIG Travel Assistance [app](#) and [website](#). Please review the NU Travel website for information regarding travel requests and expenses, the NU travel policy, and help reference guides and videos: <https://nebraska.edu/travel>. For questions regarding insurance for international travel, please contact me at 402-554-3456 or [melody.stark@nebraska.edu](mailto:melody.stark@nebraska.edu).

Sincerely,

Melody Stark  
NU Travel Services Coordinator  
University of Nebraska  
[melody.stark@nebraska.edu](mailto:melody.stark@nebraska.edu)

402-554-3456