



CONGRATULATIONS!

You have received an award from ISA



How do you get your
money????????????

Show proof of IRB
approval or waiver
For information: irb.unc.edu

For on-line application:
<https://irbis2.research.unc.edu/irb/>

Any research involving human or animal subjects proposed by faculty, staff, or students must be reviewed and approved by the Office of Human Research Ethics before research may begin.



The IBRB approval or waiver must be turned into Joanna Shuett before the award can be paid.

- The first step in determining if your project requires review is to read the OHRE's IRB Online Submission Guide.

- Please make IRB determination as early as possible as the process is subject to the OHRE's review schedule.

- Email IRB approval or waiver to: joshuett@email.unc.edu

REMEMBER: NOTHING CAN BE PROCESSED UNTIL YOU HAVE YOUR IRB APPROVAL OR WAIVER!



Award Payment

Your award will be paid in GradStar. The funds will be forwarded to your UNC Student Account and first applied to any outstanding balance and the remainder will be forwarded to your personal checking account as a refund (you must first set up your UNC student account to have your refunds forwarded to your checking account). All payments in Gradstar are reviewed by the Financial Aid office and this may affect your Financial Aid award (as applicable).



What do you need to obtain funds?



- IRB approval or waiver
- Set up your UNC Student Account to forward your refunds to your personal checking account.
- If stated on your award letter, attend the meeting scheduled to review any other requirements.

Review your Award Letter

Whether you are receiving a Pre-dissertation or Dissertation award, please review the terms of your award.

Remember to credit the Institute in any publication based on the research!



Cuba

Regulations for travelling to Cuba require a few extra steps. Subject to change.

Check current regulations as established by the Office of Foreign Assets Control (OFAC) of the Department of Treasury.

Check Cuba Research Protocol at:

<http://isa.unc.edu/programs-activities/cuba-program/>

Provide proof of affiliation from a Cuban academic or research institution to conduct research in Cuba. This is necessary even for preliminary research projects.

Know the difference between license to travel and a visa!

Data storage

Periodically *during* your stay abroad and *before* travelling home, **BACK UP** data from computer, phone, camera or other electronic devices. If your device is damaged, stolen or confiscated you will not lose the information!



International Travel Insurance

- All faculty, staff, and students traveling abroad in affiliation with the University are required to purchase international travel insurance, provided by GeoBlue.
- You need to wait and request coverage once your travel dates are confirmed and formal approval granted by email from the Provost Office
- Contact Janet Hoernke (Janet_Hoernke@unc.edu) and provide the following information:
 - Name
 - Date of birth
 - Gender
 - Dates of travel (starting and end date)
 - Address (preferred address is “international” location, if known at the time of the roster submission. Otherwise, your home address)
 - Home country
 - If traveling to your home country, you do not need insurance if you would otherwise be covered there. If traveling to additional country you will need insurance for time in that country.
 - Host city and country
 - Email address
 - Arrange payment directly with Janet.
- RATE - \$1.50/DAY (subject to change)
 - Rates may be increasing in June.
- examples:
 - $1.50 * 14 \text{ days} = \21.00
 - $1.50 * 30 \text{ days} = \45.00
 - $1.50 * 65 \text{ days} = \97.50



Global Travel Registry

<https://global.unc.edu/travel-operations/travel-policies/>

- All UNC students, faculty, and staff traveling on UNC programs, projects, or business are **required** to seek approval via the RASR system.
- Review the UNC Travel policy to countries with current warnings and restrictions. Please visit <https://global.unc.edu/travel-operations/travel-policies/updated-consideration/>. You may need to complete a release form.

Reporting back

Due: September 15, 2021

Written travel reports are *required* by our sponsors.

They also help us identify areas of need and collect recommendations to make our programs more relevant.

Please share the outcomes of your activities. Were you successful in meeting your goals. If not, why not? And what did you learn? Do you have any recommendations or strategies for future applicants?

Are you eligible to re-apply?

Sometimes

Maybe

Perhaps

Possibly

It happens

Don't rule it out!

Talk to us about your project



ISA Fall Graduate Orientation

Come tell us about the success of your trip at the
ISA Graduate Orientation.

Date, time, and mode TBD

