How to Get UVM Approval for Independent Travel, Research, Internships, and Rotations Abroad


2. Then select “I have a UVM Network ID username and password” and if you are not already logged in on your browser, you’ll be taken to the UVM login page. Input your UVM NetID and password. If you are already logged in, you’ll be taken immediately to step 3.

3. Select the term that best fits your travel, then click “apply”
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4. GoAbroad will create an application record for you (this may take a minute) and bring you to your application page. There will just be one form showing, called “Confirm your Travel”. Please click the Get Started button and then complete the Confirm your Travel form and click the “done” button.

5. Scroll up to the top of the page and click “submit your application”
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6. OIE will receive your GoAbroad form and move you into the post-decision checklist. You will receive an automated email from GoAbroad when OIE does this, which will look similar to this:

<table>
<thead>
<tr>
<th>Following is the list of current activities:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Your application status has changed.</td>
</tr>
<tr>
<td>Program Name: Independent Travel, Research, Internships, and Rotations Abroad</td>
</tr>
<tr>
<td>Application Cycle: Spring Break, 2020</td>
</tr>
</tbody>
</table>

UVM Network ID users, login here: https://goabroad.uvm.edu/secure/  

7. Click on the appropriate link in the email to go to GoAbroad and log in. You will see your “decision letter” window pop up on the screen once you are in your record, please click to exit the letter. Then, you can complete the rest of the forms in your GoAbroad checklist by clicking on any specific form or the “Get Started” button.

8. Once you have completed all the forms in your checklist, please scroll up and click the “submit your application” button. OIE will follow up with you directly if anything is missing.