

International Travel Verification Form

Traveler, please fill out the “Traveler Information section” of this document as part of Step 2 for travelling internationally. If you do not have exact dates yet, please fill in the closest approximate date possible. After completing the form, please forward this document, along with your email of permission from your school’s Dean. *In the event your department does NOT have a Dean, please get an email of permission from your Vice President.*

Traveler Information

Traveler’s Name				
Purpose of Travel (select one)	Conference	Committee Meeting	Study Tour	Research
	Other (briefly describe) _____			
Country (all destinations)	City	Arrival Date	Departure Date	

The below is checked with the Department of State and filled in by the Office of Risk Management & Environment/Health/Safety

Travel Warning Status	None	A travel warning has been in effect since _____
DOS Site Verification Date		
Travel Alert Status		
World Wide Caution		
Travel Recommendation Based on Department of State Advisory	<p>Travel is approved based on DOS review. See attached summary and Assist America global emergency services brochure and information.</p> <p>Travel is not approved based on the Department of State Travel Warning. See accompanying summary and Assist America global emergency services brochure and information.</p>	

Note: Due to conditions that can rapidly change it is recommended that the Office of International Services advise the Traveler to register with the Department of State **Smart Traveler Enrollment Program (STEP)** and to **contact directly the respective U.S. Embassy or U.S. Consulate one week before departure for current travel advisories or emergency messages.**

Travel Warnings are issued when long-term, protracted conditions that make a country dangerous or unstable lead the State Department to recommend that Americans avoid or consider the risk of travel to that country. A Travel Warning is also issued when the U.S. Government's ability to assist American citizens is constrained due to the closure of an embassy or consulate or because of a drawdown of its staff. **Travel Alerts** are issued to disseminate information about short-term conditions, either transnational or within a particular country, that pose significant risks to the security of U.S. citizens. Natural disasters, terrorist attacks, coups, anniversaries of terrorist events, election-related demonstrations or violence, and high-profile events such as international conferences or regional sports events are examples of conditions that might generate a Travel Alert.