GRADUATE SCHOOL AND INTERNATIONAL EDUCATION
OFFICE OF STUDY ABROAD AND INTERNATIONAL EXCHANGE

PETITION FOR EXCEPTION TO OVERSEAS TRAVEL POLICY

{To be submitted to Office of Study Abroad and International Exchange at least one week prior to regularly scheduled monthly meetings of the International Education Advisory Council (IEAC); Must be approved prior to TA request or purchase of airfare.}

Name of Traveler* or Group Leader: _____

Department: _____ Unit: _____

Dept. Head: _____ Dean: _____

Email: _____ Campus Address: _____ Campus Phone: _____

*If a student, provide: ID# _____ Email: _____

PROPOSED TRAVEL OUTSIDE OF THE U.S.:

Destination of Travel (city/country) _____

Dates of Travel: _____

Purpose: _____

Primary contact in country:

Name _____

Address _____

Phone _____

Email _____

On a separate attachment, please provide the rationale for making this trip in light of current U.S. State Department travel advisories. Include any knowledge of safety conditions in the local area that may help to minimize your risk. Attach any supporting documentation.

TRAVEL ENDORSEMENTS

Department Head: _____ _____ _____
Print Signature Date

Dean: _____ _____ _____
Print Signature Date

For Division of Agriculture Employees only:
Associate VP: _____ _____ _____
Print Signature Date

_____ _____
Signature of Person Making Request Date