



Seattle University

Policy for SU Travel to a Country under Travel Warning

Winter 2013

This policy applies to any SU international travel which includes but not limited to earning academic credit, conducting research, service, immersion or internships that involve SU students, alumni and/or guests to countries under a US Department of State Travel Warning.

US Department of State Travel Warnings: http://www.travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html

Seattle University is committed to providing international travel opportunities for study, research, service, training, missions and other activities that fulfill SU's mission. The university has established policies to reasonably ensure that these activities are conducted safely.

However, the university will not approve or may rescind prior approval of travel involving students and/or alumni and/or guests to countries where:

- The US Department of State Bureau of Consular Affairs has issued a **Travel Warning**, or
- The World Health Organization or U.S. Centers for Disease Control have issued a **Travel Advisory**, or
- The Department of Treasury Office of Foreign Assets Control has imposed **Travel Restrictions**.

Exceptions require written approval by the Associate Provost of Global Engagement and the SU International Risk Assessment Committee.

Exceptions

In extraordinary circumstances, SU may consider an exception to this policy. Such circumstances could include programs, program leaders and/or partners with a long and safe history in a specific location; program activities that are restricted to local areas which are not affected by country-wide concerns; or student participants who are uniquely qualified for the proposed activities.

Requests for an exception should be made in writing to the Director of Education Abroad using the *Travel Warning Petition for SU Travel to a Country under Travel Warning* demonstrating

strong evidence which supports that risk is minimal. The deadlines for submitting the petition are:

July 15 (Travel September – November) **January 15** (Travel March – May)
October 15 (Travel December – February) **April 15** (Travel June-August)

The International Risk Assessment Committee, which is appointed by the Associate Provost for Global Engagement, determines whether or not to recommend an exception and, if so, under what conditions. Updates to previously submitted petitions are necessary if in-country conditions change. The Committee recommendation will be made to the Provost who will make the final determination. Program leaders will be notified of the decision in writing by the Education Abroad Office in most cases within a month of the petition deadline.

Documentation on Approval

If approval is granted, all participants must complete a waiver of liability specific to the program location. This will be provided by the Education Abroad Office. The completed waivers must be on file with Education Abroad no later than 1 month prior to travel.

Local conditions must be monitored throughout the program and participants must be prepared to change the program or leave the location if conditions become unsafe. Additionally, regular updates must be provided to the Education Abroad Director for the duration of the program.