



Policy on Seattle University-Related Travel to High Risk International Locations

Policy Statement

Seattle University is committed to providing international travel opportunities for study, research, service, training, immersions, internships and other activities that fulfill the University's educational mission. There is, however, inherent risk in international travel and in light of heightened health and safety risks in certain locations, Seattle University prohibits University-related activities and programs involving students to occur in locations under any of the following travel advisories or restrictions:

- U.S. [Department of State Bureau of Consular Affairs](#) Travel Advisory Levels 3 and 4¹
- [World Health Organization](#) Travel Restriction
- [U.S. Centers for Disease Control and Prevention](#) Travel Advisory Level 3
- U.S. [Department of Treasury Office of Foreign Assets Control](#) Travel Restriction

Purpose

To support the University's commitments to provide international educational opportunities and to ensure the health and safety of members of the University community.

Procedures for Requesting an Exception

Individual students, faculty, staff, or program leaders who wish to travel to international regions identified as having a high level of risk to health and safety according to the agencies and organizations listed above, may petition for an exception to this policy².

1. **Decision Process.** An International Risk Assessment Committee (the "Committee") reviews petitions and provides a recommendation to the Provost or designee. The Committee is comprised of the Associate Provost for Global Engagement, Director of

¹ Within this system, an overall country level can be either lower or higher than specific locations within that country. (Example: Colombia is a **Level 2** but areas within the country are a **Level 4**.) The specific locations determine whether travel is permitted or not. All participants and leaders who travel to **Level 2** locations will receive a statement that highlights precautions listed in the Department of State Advisory.

² Locations with a U.S. Department of State Bureau of Consular Affairs Travel Advisory Level 4 are **strictly prohibited** from University-related activity or programs. No exceptions will be granted.

Education Abroad, Dean of Students or designee, University Counsel, and Director of Public Safety or designee. The Director of Education Abroad or designee will chair the Committee (“Committee Chair”). The Committee Chair, at their discretion, may add additional University officials to the Committee or consult with other University officials or third-parties on a case-by-case basis.

The Committee makes a recommendation to the Provost or designee. The Provost or designee determines whether to grant or deny the petition. The decision is final.

2. **Exception to Travel Policy.** Requests for an exception must be submitted in writing using the *Exception to Travel Petition* form and submitted to the Committee Chair. Petitions must provide sufficient evidence demonstrating that travel to the location poses minimal risk to the health and safety of participant(s). Updates to previously submitted petitions are necessary if in-country conditions change.
3. **Petition Submission.** The Committee reviews petitions four times per calendar year. Petition submission deadlines are:

July 15	Travel September – November
October 15	Travel December – February
January 15	Travel March – May
April 15	Travel June – August

4. **Notification.** The petitioner receives notification in writing via email from the Committee Chair within thirty (30) days after the petition deadline. If the petition is granted, the Education Abroad Office will provide a waiver of liability specific to the program location that must be completed and signed by all participants and filed with the Education Abroad Office no later than thirty (30) days prior to travel.
5. **Change in Conditions.** The University reserves the right to suspend or cancel activities or programs, make activity or program modifications, request additional information or new petitions, or initiate evacuations at any time should conditions change and affect travel advisories or restrictions.

Questions? Contact the Education Abroad Office at (206) 296-6460.