



CSU Travel to Higher Risk Countries

Students and staff interested in traveling to countries placed on the [High Risk Destination List](#) must request authorization for travel from the International Travel Oversight Committee (composed of staff from education abroad, risk management, legal counsel and support/safety assessment). CSU-administered funding (through loans, scholarships, grants or faculty research grant monies) cannot be released until the ITOC Committee authorizes international travel.

The U.S. Department of State publishes advisories discouraging travel to countries with heightened and sometimes uncontrollable risks: see current travel [warnings and alerts](#). The University takes these federal warnings seriously and carefully considers student health and safety before authorizing educational travel in areas with official warnings. In addition, CSU considers risk based its insurance provider risk assessments.

CSU-related travel is not forbidden in higher risk destinations, however it is discouraged when a lower risk option is available. Nevertheless, travel may be authorized based on educational necessity, high-level in-country support, duration, specific location, measures taken to mitigate risks, previous travel experience, or other factors.

Steps to Authorization for Travel to a Higher Risk Country

- 1. Speak with an OIP Education Abroad staff member to address the following:**
 - a. Acknowledge the risks outlined in the U.S. State Department warning
 - b. Investigate potential alternative program destinations

- 2. Complete the petition process for the International Travel Oversight Committee:**

All travelers require a written proposal. In some cases, travelers will be asked to meet with the CSU International Travel Oversight Committee to discuss their proposal.

Travelers should be prepared to run through all logistics and should have a solid awareness of potential risks of their destination and how to reduce exposure to them. The following websites will be useful for proposal preparation:

- o travel.state.gov/content/travel/english.html
- o wwwnc.cdc.gov/travel/destinations/list/

Please note: for students traveling in groups with CSU faculty or staff, often trip leaders complete this step. Check with your leader to see if they have completed this before beginning this process.

The written proposal should include the following information:

- Dates in country and specific locations you will visit
- Contact information (phone, address, email) for you while in country and any in-country support you have arranged
- Educational purpose of travel and/or reasoning for travel to higher risk country
- How travel to this location will enhance your education and why these objectives cannot be met through an alternate program or destination
- Contact information for faculty advisor or other CSU contacts during the period you will be abroad (if applicable)
- Details of who or what group you will travel with (individually, small student group, research group, program provider, etc.)
- What are the major risks of travel in your proposed location, and how will you mitigate those risks?
- What safety protocols or emergency planning has taken place for your location and travel plans (either by you or by an in-country provider)?
- Evacuation plan (safe areas in the region, alternative modes of transportation, exit routes) in case the risks should escalate where you are working or living.
- Individual factors: Do you have significant/relevant international travel experience? Do you speak a relevant language? Do you have family/friends in area? Etc.?

The more details you provide in this petition process, the better support CSU could offer in the unlikely case of an emergency. Full and accurate details are integral to this process.

3. Complete the CSU Office of International Programs registration process:

- [Education Abroad website](#)
- HTH Worldwide travel health insurance, which includes evacuation assistance, is highly recommended for travel to higher risk destinations. It is \$13.20 per week, and may be purchased on-line through the CSU travel registration site.

Please note: CSU reserves the right to withdraw travel authorization if the travel risks increase prior to departure or while students are abroad. In some cases travel may be authorized for certain cities or regions, but restricted in other ways (e.g. mode of transport, regional limitations, scheduling adjustments to avoid high-risk events, etc.).

This process is designed to support CSU staff and students as they plan and participate in quality programs that complement their work and studies. Best wishes for a safe and productive experience!