

## International Travel Approval Requirements

International travel requests necessitate additional information to document approvals for university business and to comply with the current international travel process which requires campus approval. After reviewing the CDC website's international risk levels, please provide responses to the following:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

- 1) Please provide your detailed COVID Safety plans for this travel (e.g., vaccination status, mask wearing, social distancing, handwashing, pre- and post-COVID testing, post travel quarantine, etc.).
- 2) Please describe the essential mission critical nature of your work.
- 3) Please affirm that you agree to track changes to the COVID status for your destination and if significant changes are communicated via the CDC website that you are prepared to adjust your travel plans accordingly.

After responding to the above information, attach completed responses to your travel request in Concur.

