



Petition Form for Travel to a High-Risk Destination: Employees

Faculty and Staff planning to conduct university-sponsored travel to a high-risk destination due to COVID-19 and other risks such as crime, terrorism, or civil unrest, etc. should complete this form and submit it to their University Senior Representative for review.

Oregon State University's [International Travel Policy](#) defines a high-risk destination as: Countries, regions, or cities under a U.S. Department of State Level 3 or 4 Travel Advisory or a Centers for Disease Control and Prevention (CDC) Level 3 or 4 Warning. In certain circumstances, the University may also apply the "High-Risk" designation to a location that poses a specific health or safety concern.

- Please complete this Petition Form and forward it to Global Opportunities international.travel@oregonstate.edu.
- Upon receiving approval, please complete [OSU's International Travel Registry](#) if you have not done so already.
- Within 3-5 days, you should receive notification of enrollment in OSU's International Accident & Sickness Insurance Plan.
- If you have any questions about completing this form or locating risks and mitigation information for your destination, contact us at international.travel@oregonstate.edu.

Traveler and Itinerary Details

Traveler's Name	
Travel Dates	
Destination Cities and Countries	
Host Institution or Organization (if any)	
Home Department	

Information and Considerations

Describe any other considerations, resources, precautionary steps, trainings, certifications and/or personal experience that could help to avoid and mitigate the health and safety risks: e.g., quality of emergency services at location(s), experience at location, on-site support, certifications and expertise of yourself and partners; services provided by host organization, such as escort, food and lodging; first aid certifications / medical training; rigorous pre-departure orientations, etc

What is your proficiency level of the primary official language at the destination(s)?

- 1) None
- 2) Beginner
- 3) Intermediate
- 4) Advanced
- 5) Native Speaker

Provide the name, phone number, e-mail address, and position title for your emergency contacts:

Emergency Contact (in the U.S.) while you are Abroad	
Emergency Contact Abroad (On-Site Staff)	
International Travel Coordinator Contact at OSU	

Traveler's Name	
Traveler's Signature:	
Date:	

Required Endorsement:

By signing below, the approval authority certifies that the value of the proposed educational experience justifies the safety concerns and the traveler has done due diligence to prepare and mitigate the travel risks.

University Senior Administrator:	
Signature:	
Date:	