University International Travel Committee (UITC)
Travel Warning Waiver Request

Travel warnings are issued by federal agencies when long-term, protracted conditions make a country dangerous or unstable and lead the US government to recommend that Americans avoid or reconsider the risk of travel to that country. A travel warning is also issued when the US government’s ability to assist American citizens is affected by the closure of an embassy or consulate or because of a reduction in its staff. Therefore, it is recommended that as a matter of policy, UW students or UW affiliated travelers are discouraged from participating in international activities in countries with travel warnings from US government agencies (e.g., CDC, US State Department). Visit travel.state.gov and www.cdc.gov/travel for further information.

When the country you want to visit is under a travel warning issued by a US government agency, this request must be submitted to Ron Machoian (rmachoian@bussvc.wisc.edu) at least two (2) months prior to your anticipated travel.

This request must be made by the individual travelers or by the sponsor on behalf of a program so the UITC can review the travel plans to determine if a waiver for travel to that country is appropriate and granted. A waiver may be granted under those circumstances when 1) there are academic and research objectives which can only be achieved through travel to the proposed locations and 2) the safety and security risks posed by the travel can be adequately mitigated.

The UITC’s review of this form does not eliminate or reduce risk from travelers but rather informs the University of the proposed plans and protections in place for travel.

Traveler/Travel Sponsor (name, organization/campus unit):
Travel Warning Location (country, city/cities):
Proposed Dates of Travel in Travel Warning Location:
Traveler Name, If Known, Or Anticipated Number Of Travelers:

Description of Travel Purpose:

1. Provide an outline of the importance and relevance of travel to this country, showing compelling reasons why this activity needs to take place in this country & how it fulfills your academic or research goals (either individual or for your organization/unit).

2. Provide information on where you will be in-country throughout the duration of your time abroad. Include relevant information to your travel, such as: accommodation plans, emergency contact(s) on-site, on-site supervision, and itinerary for all locations covered by a travel warning.

3. Address the specific dangers/risks listed in the travel warning and provide information on how you will minimize those risks. Indicate specific resources you will use to help with this preparation (pre-departure and on-site).

4. If this is a credit bearing experience, please provide a letter of support from your academic
department or dean.

**Signature of Individual or Sponsor Making Request:**

_____________________________________________________        ____________________________

Signature                                                      Date

Print Name: ________________________________________________

Email: ________________________________________________

Phone: ________________________________________________

Submit this document and any support documents electronically to Ron Machoian, International Safety and Security Director, at rmachoian@bussvc.wisc.edu. All requests will be reviewed within 30 days of receipt of request and a final decision will be emailed to you. You may also address the UITC in person at a monthly meeting, if you feel the additional information would be helpful to the UITC.