US DOS Travel Advisory Appeal Process for Educational/Experiential Programs Abroad (through the GT Appeal Committee on Restricted Student Travel Abroad)

Policy:
Georgia Institute of Technology monitors information relevant to the safety and security of Georgia Tech students abroad. In evaluating the risks associated with student travel abroad, Georgia Tech gives primary consideration to Travel Advisories issued by the U.S. Department of State.

Students are not permitted to travel abroad as part of an educational/experiential activity in a country with an overall Travel Advisory Level 3 (Reconsider Travel) or Level 4 (Do Not Travel).

Students are permitted to travel abroad as part of an educational/experiential activity to countries with an overall Travel Advisory Level 1 (Exercise Normal Precautions) or Level 2 (Exercise Increased Caution).

Note: Certain areas within any country with an overall Travel Advisory Level 1 or Level 2, may be designated within the Travel Advisory as either Level 3 (Reconsider Travel) or Level 4 (Do Not Travel) locations. As such, students will not be allowed to travel to or reside in these specific areas as part of an educational/experiential activity.

A complete list of U.S. State Department Travel Advisories are published on their official web site: http://travel.state.gov.

Additionally, GT reserves the right to restrict student travel based on Travel Health Notices highlighted by the Centers for Disease Control and Prevention: https://www.cdc.gov/

This policy applies to students who are participating in an overseas activity affiliated with Georgia Tech while matriculated at the Institute. This includes, but is not limited to, international internships, faculty-led study abroad, exchange programs, research abroad, embedded study abroad courses, international conferences, service trips abroad, alternative service breaks abroad, student org trips abroad, volunteer/immersion non-course related trips abroad, CRC international activities, ORGT groups traveling abroad, etc.

The Institute’s Appeal Committee on Restricted Student Travel Abroad will consider appeals of this policy for student travel as part of an educational/experiential activity to countries, or areas within countries, with a Level 3 Travel Advisory. No exceptions will be considered for countries, or areas within countries, with a Level 4 Travel Advisory.

Appeal Procedure:
Appeals of Level 3 Travel Advisories are reviewed by the GT Appeal Committee on Restricted Student Travel Abroad. A “GT Restricted Student Travel Abroad Appeal Form” must be completed and submitted (see page 2 of this document).

Please allow a minimum of 7-10 business days to complete the appeal review; more time may be required depending on Committee members’ availability, GT holidays, etc. An appeal will not be possible if time does not permit. The final decision will be communicated via e-mail.
# GT Restricted Student Travel Abroad Appeal Form

Submit completed appeal forms and supporting documentation via email:

- For Study Abroad: lorie.paulez@oie.gatech.edu
- For Global Internships: jennifer.baird@oie.gatech.edu
- For CRC/ORGT activities/trips: david.knobbe@crc.gatech.edu
- For Student Org Trips, Alternative Service Break, and Volunteer/Immersion Non-course Related Trips: gerome.stephens@vpss.gatech.edu

<table>
<thead>
<tr>
<th>Student Name/Faculty Name:</th>
<th>GT ID:</th>
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<tbody>
<tr>
<td>Telephone:</td>
<td>E-mail:</td>
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<tr>
<td>Study Abroad Program/Global Internship Employer Name/International Activity or Org/Trip:</td>
<td>Program Location(s):</td>
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<td>Term Abroad:</td>
<td>Program Dates:</td>
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Please complete the following (attach additional pages as necessary to submit this appeal):

1. Submit a complete travel itinerary.
2. Provide general information about the request (which country, departure/return date, length of time in country, where will you be living and with whom, etc.)
3. Why does this program/internship/activity/trip need to take place in this particular location? Why not in another location that is not rated as a Level 3 Travel Advisory?
4. How would this program/internship/activity/trip add to the education of the student(s)?
5. What are the greatest risks for student(s) in this location and how will those be mitigated? Requests should be specific about strategies/policies/procedures/arrangements that would be in place to mitigate risks that are highlighted in the Travel Advisory.