GT Appeal Committee on Restricted Student Travel Abroad

US DOS Travel Advisory/CDC Health Notice Appeal Process for Educational/Experiential Programs 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 (US DoS) and Health Notices issued by the Centers for Disease Control and Prevention (CDC).

Students are not permitted to travel abroad as part of an educational/experiential activity in a country with an overall US DoS Travel Advisory Level 3 (Reconsider Travel) or Level 4 (Do Not Travel) and/or a CDC Health Notice Level 3 (Avoid Nonessential 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 US DoS Travel Advisory Level 1 (Exercise Normal Precautions) or Level 2 (Exercise Increased Caution) and/or CDC Health Notice at Level 1 (Practice Usual Precautions) or Level 2 (Practice Enhanced Precautions).

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 US DoS Travel Advisories is published on their official web site: http://travel.state.gov.

To review Travel Health Notices highlighted by the CDC: 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 academic projects, international conferences, service trips abroad, alternative service breaks abroad, registered student org trips abroad, CRC international activities, ORGT groups traveling abroad, etc.

Proposals will not be approved, and agreements will not be signed for programs or activities in countries or areas of countries with Level 3 or Level 4 Travel Advisories/Health Notices.

Should the Travel Advisory or Health Notice rating change to a Level 3 or Level 4 after an activity or program abroad is planned, approved, or is in progress, the GT Emergency Response Plan for Programs Abroad will be activated for decision-making.

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 or Level 3 Health Notice. No exceptions will be considered for countries, or areas within countries, with a Level 4 Travel Advisory and/or Level 4 Health Notice.

Appeal Procedure:
Appeals of Level 3 Travel Advisories/Health Notices 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. 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.

S:\Ed. Abroad\Crisis Management
Updated: 03/15/2021
GT Restricted Student Travel Abroad Appeal Form

Submit completed appeal forms and supporting documentation via email:

- For GT Study/Intern Programs Abroad: lorie.paulez@oie.gatech.edu;
- For CRC/ORG 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

Please complete the following (attach additional pages as necessary to submit this appeal):

<table>
<thead>
<tr>
<th>Student Name/Faculty Name:</th>
<th>GT ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone:</td>
<td>E-mail:</td>
</tr>
<tr>
<td>Study Abroad Program/Global Internship Employer Name/International Activity or Organization/Trip:</td>
<td>Program Location(s):</td>
</tr>
<tr>
<td>Term Abroad:</td>
<td>Program Dates:</td>
</tr>
</tbody>
</table>

1. Include a complete travel itinerary.
2. Provide general information about the request (which country(-ies), 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/Level 3 Health Notice?
4. How would this program/internship/activity/trip add to the education of the student(s)?
5. Is this activity a degree/graduation requirement?
6. 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 posted at www.travel.state.gov or in the CDC Travel Notice at www.cdc.gov.
7. Providing maps with marked locations of where students will be on-site and in relation to any restricted zones are helpful.