



TEXAS A&M
UNIVERSITY
CENTRAL TEXAS™

TAMUCT INTERNATIONAL TRAVEL FORM FOR VACATIONS

Use this form when you are traveling to a foreign country for a vacation but are not taking any university equipment (such as your work laptop). If you are taking university equipment, you need instead to complete the International Travel Request Form. Completion of these forms allows the university to stay in compliance with travel regulations and to help maintain your safety during your trip. Please print out, complete, and submit this form to Shawn Kelley, Safety & Risk Management Officer, in Warrior Hall 325H **no less than 2 weeks** prior to your departure date.

Name of traveler: _____

Signature of traveler: _____

Period of travel: Departure: _____ **Return:** _____

List all destinations (city,country): _____

Are any destinations currently under a travel warning? Y ____ **N** ____

[Current Travel Warnings can be found at:

<http://assets.system.tamus.edu/files/safety/pdf/travelrisk.pdf>]

We recommend that you complete the International Travel Safety: Safe Passage Presentation training (TrainTraq catalog #: 2111728). We recommend also completing the Export Controls training (TrainTraq catalog #: 2111212) if you are unsure whether material on your personal phone or another device you are bringing may contain export-control regulated materials. Export-controlled material or any software that can access that material should be temporarily removed from your phone for the duration of your trip; contact TAMUCT IT for assistance with assessing and removing export-controlled material.