Saint Joseph’s University
Provost Approval Form for Faculty Travel to a Travel Warning Destination

As per the International Travel Policy for Faculty Research and Scholarship, faculty will need written approval from the Provost for travel to any country for which a travel warning has been issued by the U.S. Department of State, the World Health Organization, the Centers for Disease Control and Prevention and/or the Department of Treasury’s Office of Foreign Asset Control. It is also recommended that faculty seek written approval from the Provost at least 90 days prior to travel to any country for which a Travel Warning (as defined here) has been issued.

The following materials should be attached for consideration:

1. A detailed itinerary, with proposed dates and times of travel, as well as means of transportation to, from and among locations to be visited.

2. A copy of the Travel Warning

Please complete this form and submit it to the Center for International Programs prior to any trip planning.

Applicant Name _____________________________  SJU ID# __________________________

E-mail Address _____________________________  Primary Phone Number __________________

Location of Proposed Travel ______________________________________________________

Purpose of Proposed Travel ______________________________________________________

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____________________________________________________________________________

I support the filing of this Request for Exception to the University’s International Travel Policy.

__________________________________________  Date: __________________________

Signature of applicant

__________________________________________  Date: __________________________

Signature of Provost