



OP 30.07: International Travel to Destination with State Department Warning

Purpose:

The purpose of this Operating Policy and Procedure is to establish the following procedure with regard to international travel by faculty, staff, and students of MSU.

Policy:

Pursuant to IHL and University policy (OP 62.01 Travel), travel outside the continental limits of the United States requires approval by the President of the University. All prospective international travelers are required to check the Department of State Travel Warning country list prior to application for international travel. Prior to travel, faculty and staff must notify the International Institute and sign an “Assumption of Risk and Release Form” if their country of travel is an elevated-risk country as defined below. University sponsored or approved student travel to elevated-risk countries is generally prohibited.

Procedure:

For purposes of this policy, an elevated-risk country is defined as a country in which (1) the U.S. Department of State has issued a Travel Warning or (2) Mississippi State University’s vendor for emergency services has deemed the country to be dangerous or unstable. While University sponsored or approved student travel to elevated-risk countries is generally prohibited, students who wish to apply for an exemption to travel to an elevated-risk country may do so by providing adequate documentation to the International Institute that: (1) summarizes the major risks of travel to the proposed area, (2) ways in which the student can mitigate those travel risks, (3) demonstrates the travel has extraordinary academic or research value, and (4) shows that travel to an alternative location would not provide a comparable experience. The decision regarding whether to grant an exemption is within the sole discretion of University administration. If an exemption is granted, the student must: (1) sign an “Assumption of Risk and Release Form” indicating that he or she acknowledges and fully assumes all risk related to the student’s travel and the University will bear no responsibility for evacuation in the event of a crisis or emergency and (2) provide documentation to the International Institute of emergency travel insurance purchased through an MSU approved vendor.

Review:

This OP will be reviewed every four years or whenever circumstances require an earlier review by the Provost and Executive Vice President.

REVIEWED BY:

/s/ Jerome A. Gilbert
Provost and Executive Vice President

07/31/2015
Date

/s/ Timothy N. Chamblee
Assistant Vice President and Director
Institutional Research & Effectiveness

08/06/2015
Date

/s/ Joan Lucas
General Counsel

08/07/2015
Date

APPROVED BY:

/s/ Mark Keenum
President

08/25/2015
Date