



## Request for International COVID-19 travel

**Traveler's Name:** \_\_\_\_\_ **Access / User ID:** \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Dept/Institute:** \_\_\_\_\_  
**Trip Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_  
**Destination & Travel Dates:** \_\_\_\_\_

Travel Requirements:	Completed
Carefully reviewed the <a href="#">Pennsylvania Department of Health guidance?</a>	
Researched the <a href="#">restrictions imposed in the area(s) to which they are traveling</a> and ensured compliance with the restrictions?	
Visited <a href="http://psu.edu/virusinfo">http://psu.edu/virusinfo</a> for the latest COVID-19 news and updates from the University?	
Reviewed Penn State's travel guidance for <a href="#">international</a> travel?	
Obtained documentation from institution/organization you are visiting providing you with permission to visit, if applicable.	
Travel funding has been approved by the appropriate department or institute?	

**Remember to send your proposed travel itinerary with expected dates of travel and country or countries to be visited.**

Explain why travel is essential:

Explain the prevalent risks currently present in the country where you are proposing travel. For the risks you have identified, please explain preparation & mitigation of those risks and response to possible emergencies. Please indicate previous travel experience and/or language skills that might be relevant to the country in which you plan to travel.

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\_\_\_\_\_  
 Traveler's signature

\_\_\_\_\_  
 Date

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\_\_\_\_\_  
 Department Head / Institute Director Name

\_\_\_\_\_  
 Department Head / Institute Director Signature

\_\_\_\_\_  
 Date

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\_\_\_\_\_  
 Dean

\_\_\_\_\_  
 Dean Signature

\_\_\_\_\_  
 Date