

Petition to Travel to a Country on the Department of State Warning List

Assumption of Risk and Waiver

I have voluntarily and freely elected to travel to the country of _____ during (dates) _____ in order to participate in research, service exchanges, or other academic pursuits (hereinafter "travel abroad").

I am aware that the United States Department of State has issued a Travel Warning for the country of _____, and that the Department of State recommends that Americans avoid travel to this country. I confirm that I have read and understand this Travel Warning and that despite this I have made the decision to proceed. I recognize that there are risks associated with all international travel. I further understand and acknowledge that travel to _____ at this time exposes me to risks of a greater likelihood and magnitude than those normally associated with international travel. These risks include those described within the State Department Travel Warning, as well as risks associated with ground, air or water transportation, adverse weather conditions, communicable disease, medical care, substandard building construction or maintenance, civil unrest, terrorism, war, and negligent or criminal acts of third parties. I understand that should any of these adverse circumstances occur the result could include bodily injury, death, or property damage. I recognize that University of Wisconsin-Stout ("UW-Stout") cannot guarantee my safety.

I understand and acknowledge that this travel abroad is wholly voluntary and that I am not required to travel to this location in order to satisfy any requirements of UW-Stout. I hereby voluntarily assume full responsibility for any loss, property damage or personal injury, including death that may be sustained by me as a result of this travel abroad. I hereby agree to release, indemnify and hold harmless UW-Stout, its officers, employees, agents and representatives, from any and all claims, demands or causes of action, and all expenses incidental thereto (including attorney's fees), based upon or arising out of any loss, property damage or personal injury, including death, caused by or resulting in any way from travel abroad.

With the intent to be legally bound, I acknowledge and represent that I have read this Memorandum of Understanding / Waiver and Release, that I understand same, and that I voluntarily sign below in order to demonstrate my agreement with the terms set forth herein, with full knowledge of the possible risks associated with travel abroad.

Traveler's Name (Please print or type)

Traveler's Signature

Date

Copies to:
Provost's Office
Safety & Risk Management

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Petitioner Form

Students, faculty and staff intending to travel abroad on a University supported initiative to a country on the Department of State's Travel Warning List (http://travel.state.gov/travel/travel_1744.html) are required to submit a proposal and obtain approval for travel to the listed country. Presentation of this proposal to an Appeal Board is required. This board will ultimately make a decision on whether the initiative should move forward. The Appeal Board will consist of at least one member from the following units: Academic and Student Affairs Division, Administrative and Student Life Services Division, the Office of International Education, the Health and Safety Unit and Campus Police. If the petition is approved by the Board, it will then require the Chancellor's final signature. UW-Stout reserves the right to deny approval, withdraw its approval and/or cancel any programs for health, safety or similar reasons.

Petitioner Name: _____

Department (faculty/staff only): _____

E-mail: _____

Petitioner Is: Admin Faculty Staff Student

Are You Petitioning? For Yourself For A Group (Name of Group : _____)

Country You Are Petitioning For: _____

On a separate sheet, please explain the following:

- How many students do you estimate will participate (if applicable)?
- What are the proposed dates of travel?
- Is this initiative intended as a one-time event or ongoing?
- What are the compelling academic reasons for the experience in the specific location?
- What alternative sites were considered and why will they not meet academic needs?
- How does the structure of the initiative (including housing and transportation) and safety procedures in place mitigate the concerns of the travel warning?
- Elaborate on your knowledge of the specific travel warning, and why it is not 'relevant' to your initiative.

Please print and include a summary of the locations warning from the State Department website- http://travel.state.gov/travel/travel_1744.html

**Submit completed form and supporting documentation to the Office of International Education, who will review with the Appeal Board.*

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Reviewer Form

Reviewer's Name: _____

Appeal Board:

- Provost, Academic and Student Affairs Division
- Administrative and Student Life Services Division
- Office of International Education
- Health and Safety Unit
- Campus Police
- Industry Expert (*if applicable*)

Date: _____

Comments:

Recommendation:

- Approved
- Denied

Reason for Denial:

Reviewer's Signature: _____

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Summary of Appeal Board Review and Final Approval

Appeal Board Members:

Provost, Academic and Student Affairs Division: _____

Administrative and Student Life Services Division: _____

Office of International Education: _____

Health and Safety Unit: _____

Campus Police: _____

Industry Expert (*if applicable*): _____

Date of Appeal Board Meeting: _____

Summary of Petition Review:

Chancellor's Signature: _____ Date: _____

If the petition committee (the reviewers listed at the top of this page) deny this petition, and the petitioner travels anyway, such travel is considered to be outside the scope of their employment at UW-Stout. Such travel is not eligible for university funding and is not covered by university insurance.