

**Georgia Institute of Technology**  
**Policy on Restricted Student Travel Abroad as part of**  
**GT Affiliated Educational/Experiential Programs or Activities**

Georgia Institute of Technology monitors information relevant to the safety and security of Georgia Tech students abroad. In evaluating the risks associated with student travel abroad, Georgia Tech gives primary consideration to Travel Advisories issued by the U.S. Department of State (US DoS). When applicable, Georgia Tech may consider Health Notices issued by the Centers for Disease Control and Prevention (CDC).

**Students are not permitted to travel abroad as part of an educational/experiential activity affiliated with the Institute to a country with an overall US DoS Travel Advisory Level 3 (*Reconsider Travel*) or Level 4 (*Do Not Travel*). Under certain circumstances, GT may also prohibit travel to countries with a CDC Health Notice Level 3 (*Avoid Nonessential Travel*) or Level 4 (*Do Not Travel*).**

Students are permitted to travel abroad as part of an educational/experiential activity to countries with an overall US DoS Travel Advisory Level 1 (*Exercise Normal Precautions*) or Level 2 (*Exercise Increased Caution*).

**Note:** Certain areas within any country with an overall Travel Advisory Level 1 or Level 2, may be designated within the Travel Advisory as either Level 3 (*Reconsider Travel*) or Level 4 (*Do Not Travel*) locations. As such, students will not be allowed to travel to or reside in these specific areas as part of an educational/experiential activity affiliated with the Institute.

A complete list of U.S. State Department Travel Advisories is published on their official web site:  
<http://travel.state.gov>.

To review Travel Health Notices highlighted by the Centers for Disease Control and Prevention:  
<https://www.cdc.gov/>

This policy applies to students who are participating in an overseas activity affiliated with Georgia Tech while matriculated at the Institute. This includes, but is not limited to, international internships, faculty-led study abroad, exchange programs, research abroad, embedded study abroad courses, international academic projects, international travel funded wholly or partially by GT, international conferences, service trips abroad, alternative service breaks abroad, registered student org trips abroad, CRC international activities, ORGT groups traveling abroad, etc.

Proposals will not be approved, and agreements will not be signed for programs or activities in countries or areas of countries with Level 3 or Level 4 Travel Advisories unless an appeal has been approved.

Should the Travel Advisory rating change to a Level 3 or Level 4 after an activity or program abroad is planned, approved, or is in progress, the GT Emergency Response Plan for Programs Abroad will be activated for decision-making.

The Institute's **Appeal Committee on Restricted Student Travel Abroad** will consider appeals of this policy for student travel as part of an educational/experiential activity to countries, or areas within countries, with a Level 3 US DoS Travel Advisory. **No exceptions will be considered for countries, or areas within countries, with a Level 4 US DoS Travel Advisory.**

Updated: 06/2022

**Georgia Institute of Technology**  
**Exceptions to Policy on Restricted GT Student Travel Abroad**

If GT faculty/staff/students wish to ask for an exception to the Policy on Restricted GT Student Travel Abroad for countries, or areas within countries, with a US DoS Level 3 Travel Advisory, the Institute's **Appeal Committee on Restricted Student Travel Abroad** will review the request. . **No exceptions will be considered for countries, or areas within countries, with a Level 4 Travel Advisory.**

Committee members:

Vice Provost for International Initiatives  
Vice Provost for Undergraduate Education  
Vice Provost for Graduate and Postdoctoral Education  
Director of Global Operations - VP II  
Executive Director of International Education  
Director of Education Abroad  
Study Abroad Committee Chair  
Associate Vice President & Dean of Students  
Legal Affairs (one representative)  
Assistant Director of Outdoor Recreation  
Associate Dean – Center for Student Engagement  
Faculty member without administrative post (one representative)

**Appeal Procedure:** Appeals of Level 3 Travel Advisories are reviewed by the GT Appeal Committee on Restricted Student Travel Abroad. A “GT Restricted Student Travel Abroad Appeal Form” must be completed and submitted with supporting documentation attached (see page 3). Please allow a minimum of 7-10 business days to complete the appeal review; more time may be required depending on Committee members’ availability, GT holidays, etc. **Consideration of an appeal will not be possible if time does not permit.**

The Director of Education Abroad, the Assistant Director of Outdoor Recreation, or the Associate Dean – Center for Student Engagement will convene the committee upon receipt of materials listed above. The Committee will review and make a recommendation to the President/Provost for consideration. The Director of Education Abroad/Assistant Director Outdoor Recreation/Associate Dean –Student Engagement will inform the petitioner of the President’s/Provost’s final decision via email.

Please note, submission of an appeal does not guarantee that an exception will be granted.

# GT Restricted Student Travel Abroad Appeal Form

Submit completed appeal forms and supporting documentation via email:

- For GT Education/Study/Intern Programs Abroad: [lorie.paulez@oie.gatech.edu](mailto:lorie.paulez@oie.gatech.edu);
- For CRC/ORGT activities/trips: [david.knobbe@crc.gatech.edu](mailto:david.knobbe@crc.gatech.edu)
- For Student Org Trips, Alternative Service Break, and Volunteer/Immersion Non-course Related Trips: [gerome.stephens@vpss.gatech.edu](mailto:gerome.stephens@vpss.gatech.edu)

**Please complete the following (attach additional pages as necessary to submit this appeal):**

<b>Student Name/Faculty Name:</b>	<b>GT ID:</b>
<b>Cell:</b>	<b>E-mail:</b>
<b>Study Abroad Program/Global Internship Employer Name/International Activity or Organization/Trip:</b>	<b>Program Location(s):</b>
<b>Term Abroad:</b>	<b>Program Dates:</b>

1. Include a complete travel itinerary.
2. Provide general information about the request (which country(-ies), departure/return date, length of time in country, where will you be living and with whom, etc.)
3. Why does this program/internship/activity/trip need to take place in this particular location? Why not in another location that is not rated as a Level 3 Travel Advisory?
4. How would this program/internship/activity/trip add to the education of the student(s)?
5. Is this activity a degree/graduation requirement?
6. What are the greatest risks for student(s) in this location and how will those be mitigated?  
(Requests should be specific about strategies/policies/procedures/arrangements that would be in place to mitigate risks that are highlighted in the Travel Advisory posted at [www.travel.state.gov](http://www.travel.state.gov))
7. Providing maps with marked locations of where students will be on-site and in relation to any restricted zones highlighted in the Travel Advisory are helpful.
8. Please include any additional supporting documentation that you believe will be useful to the Committee as they review the appeal.