

# Travel Advisory Policy

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## I. PURPOSE

Goucher College is the first liberal arts college in the country to require every student to have an education abroad experience. Goucher believes that international awareness is a requirement for anyone who wants to lead a satisfying and successful life in the global community of today— and the college offers a wide range of opportunities to help students develop that awareness. At the same time, Goucher College is committed to providing safe study abroad programs for its students.

To help mitigate risk for its global travelers, Goucher College regularly monitors world health, safety and security events using a variety of assessment sources and determines whether to prohibit travel to certain destinations.

## II. SCOPE

This policy applies to travel by Goucher students that is sponsored by Goucher College or for which the student seeks to obtain credit (including transfer credit) towards a Goucher degree. This policy also applies to travel by employees who either lead a study abroad program, or participate in international conferences, meetings and research activities supported with College funds.

## III. PROCESS

### A. Sources of Information

In addition to the consular information sheets and advisory messages posted on the websites of the [U.S. Department of State](#) and the [Centers for Disease Control and Prevention](#) (CDC), Goucher's program directors and host institutions use information gathered locally and through conversations with other providers in the city or country. In making individual decisions concerning participation, study abroad participants and their parents/guardians should carefully review the two websites listed above.

### B. Prohibited travel

Goucher study abroad programs, including Intensive Courses Abroad, are prohibited to countries, or regions and locations within a country, where the U.S. Department of State has issued an official Travel Advisory of Level 4 (“Do Not Travel”) or Level 3 (“Reconsider Travel”) for either the country destination, or for the particular region or location of intended travel within the country destination, or where there is other reliable information of significant health or safety risks. Countries or regions with a Warning Level 3 (Red) Travel Notice from the Centers for Disease Control are also included in this travel restriction. No college funds or resources may be used, or college sponsorship provided, in support of travel to these locations.

Note: This policy does not apply to students, faculty and staff who may be returning to their home countries.

Under the current Department of State [Travel Advisory system](#) every country is assigned a risk rating from one to four, defined as:

- **Level 1 – Exercise Normal Precautions:** This is the lowest advisory level for safety and security risk.
- **Level 2 – Exercise Increased Caution:** Be aware of heightened risks to safety and security. The Department of State provides additional advice for travelers in these areas in the Travel Advisory.
- **Level 3 – Reconsider Travel:** Avoid travel due to serious risks to safety and security. The Department of State provides additional advice for travelers in these areas in the Travel Advisory.
- **Level 4 – Do Not Travel:** This is the highest advisory level due to greater likelihood of life-threatening risks. During an emergency, the U.S. government may have very limited ability to provide assistance. The Department of State advises that U.S. citizens not travel to the country or leave as soon as it is safe to do so.

The [Centers for Disease Control \(CDC\)](#) issues three levels of notices for international travelers:

- **Watch Level 1 (Green):** Practice usual precautions for this destination, as described in the Travel Health Notice and/or on the destination page. This includes being up-to-date on all recommended vaccines and practicing appropriate mosquito avoidance.
- **Alert Level 2 (Yellow):** Practice enhanced precautions for this destination. The Travel Health Notice describes additional precautions added, or defines a specific at-risk population.
- **Warning Level 3 (Red):** Avoid all non-essential travel to this destination. The outbreak is of high risk to travelers and no precautions are available to protect against the identified increased risk.

### C. Requests for Exemptions

To prepare a request for exemption to the policy described above, a traveler must present the following information in writing to the Office of Global Education at least ninety (90) days prior to the desired dates of travel:

1. Details about the geographic environment of the program or planned activity and its relationship to security and health issues.
2. Information about the travel advisories or warnings of countries other than the United States about the country under the U.S. Department of State or CDC warnings.
3. A detailed description of the preparation the traveler will receive during orientation provided by the program to prepare the student for security and health-related issues (with detailed examples). For faculty or staff, preparation provided by the on-site sponsor should be provided.
4. Details about the local support structure on site.
5. The academic relevance of the program to the student's degree programs and/or the importance of the presence of the student to the program itself (e.g. the impact of the student's contributions

locally). For faculty or staff, similar information about the academic or professional relevance of the conference, activity or program should be provided.

6. Alternative programs that have been considered and why they were not chosen by the traveler.
7. If Office of Global Education denies the petition for an exemption, the traveler may submit a written appeal to the Provost within seven days of the decision. The appeal should include the above information, as well as any additional information for the Provost to consider. The Provost will decide whether to grant the exemption. The Provost's decision is final, may not be appealed and is not subject to the Student Grievance Procedure.

#### **IV. RESPONSIBLE OFFICE**

The office responsible for this policy is the [Office of Global Education](#).