

Loyola University New Orleans  
Center for International Education

Procedures and Application for Student Waiver of Loyola policy on study in country with Travel Warning

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**Procedures for Students Applying to study in a non-Loyola program where there is a travel warning**

1. **Timeline** - All applications for fall and full year are due on March 1 and for spring on October 1.
2. **Application**- Student must submit the Student Application to study in a non-Loyola program where there is a travel warning to CIE along with any supporting documentation.
  - a. if the student will be enrolling directly in a university abroad, the petition should also include information required by the petition for direct enrollment
  - b. The student must still complete and receive academic approval for the specific program and courses by completing the [Course Approval Form](#).
3. **Review**- The Education Abroad Committee reviews and decides whether or not to approve the student petition.
4. **Notification** – CIE will notify the student of the decision of the EAC.
  - a. Approval – if the petition is approved, the student will receive academic credit as per the course approval form.
  - b. Denial – if the petition is denied, and the student decides to study abroad, he/she will have to withdraw from the university and then reapply upon completion of the study abroad program. Acceptance of credits will be determined by Admissions.

For a list of countries with State Department Travel Warnings please check the [State Department website](#).

For a list of countries with Center for Disease Control Travel Warnings, please check the [CDC website](#).

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**All applications for fall and full year are due on March 15 and for spring on October 15.**

I confirm that I have read and understood the U.S. State Department and/or Center for Disease Control Warning for \_\_\_\_\_ dated \_\_\_\_\_

and that, in spite of this warning and the University's strong recommendations against travel

to and in \_\_\_\_\_ at this time, I have made the decision to travel to \_\_\_\_\_ in \_\_\_\_\_ to study abroad.

I acknowledge that my participation in this program is voluntary. I furthermore acknowledge that the Loyola University New Orleans does not sponsor this program, nor is the University responsible for my safety while overseas. I know that I am not required to study in \_\_\_\_\_ to complete any requirements at Loyola and I am aware of other study abroad options available to me.

I acknowledge that my travel may expose me to significant risks including, but not limited to, terrorism, war, serious bodily injury or death, property damage and other risks that may not be foreseeable.

I have read and signed this document with full knowledge of its significance. If I am not 18 years of age, the signature of my parent or legal guardian indicates full agreement with and acceptance of the terms of this release. If I am 18 years of age or older, the signature of my next-of-kin indicates full agreement with and acceptance of the terms of this release.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Student

\_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Legal Guardian or Next of Kin

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Parent/Legal Guardian or Next of Kin

\_\_\_\_\_  
Relationship

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**Emergency Contact Information While Abroad**

*Please provide the appropriate information that Loyola may use to communicate with you in the event of a crisis:*

Traveler name as it appears on Passport: \_\_\_\_\_

Email: \_\_\_\_\_

Phone number(s) where traveler can be reached internationally:  
\_\_\_\_\_

Physical Address of all accommodations while abroad: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Alternate Emergency Contact Information While Abroad**

*Please provide an alternate person that Loyola and/or outside sources may use to communicate with you in the event of a crisis:*

Name: \_\_\_\_\_ Relation to Traveler: \_\_\_\_\_

Phone Numbers (cell/work/home):  
\_\_\_\_\_

Email: \_\_\_\_\_

Physical Address: \_\_\_\_\_  
\_\_\_\_\_

**Partner University/Study Abroad Program Contact**

*If the program is an exchange or uses a 3<sup>rd</sup> party provider, please provide a contact for CIE to work with in the event of a crisis:*

Name & Title: \_\_\_\_\_ Department: \_\_\_\_\_

Phone Numbers (cell/work/home):  
\_\_\_\_\_

Email: \_\_\_\_\_

Secondary Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_

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**SAFETY & SECURITY ASSESSMENT**

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1. The US State Department website is [www.travel.state.gov](http://www.travel.state.gov) and lists country-specific Travel Warnings and Alerts for US citizens. Please summarize (do not copy/paste) the current State Department Travel Warning or Alert for your location.
2. With regard to the current State Department Travel Warning or Alert and your own health/safety/security assessment of the proposed location, what risks might you encounter while at the proposed site?
3. Describe your level of familiarity with the proposed international location.
4. Please discuss the academic necessity and appropriateness of the proposed study abroad.
5. Please discuss your previous experience abroad or other relevant experience.
6. What specific steps will you take to mitigate these risks? Please be as specific and detailed as possible.
7. Please discuss the emergency preparedness and the health and safety procedures of the institution that you will be attending.
8. Why do you think the university should approve your application to study in a country where there is a travel warning?