

<b>International Travel Policy</b>	P2r4	February 13, 2019
	International Centre  International Office, Faculty of Agriculture	

A. Background and Purpose

Students, faculty, and staff at Dalhousie University travel internationally for various purposes including pursuing scholarly research and academic studies abroad, developing international partnerships, recruiting international students and enhancing Dalhousie's international presence and reputation. Given the global environment in which universities operate, Dalhousie is committed to developing and strengthening connections with individuals and institutions around the world.

Although any travel, even within Canada, can present challenges, international travel can present unusual or heightened risks. An effective International Travel Policy improves the likelihood of safe and beneficial experiences for students, faculty and staff who travel internationally.

The purpose of this Policy is to:

- facilitate the development and delivery of international University activities, including the pursuit of scholarly research abroad, in a safe, effective and efficient manner;
- mitigate the risks associated with travel outside of Canada for Dalhousie





a. Undergraduate student travel

- i. International travel by undergraduate students which is supported by an appropriate University legal agreement (ex: student mobility agreement) is presumed to be approved by the University. International travel which is not supported by a University agreement must be approved by the appropriate University authority.
- ii. Undergraduate students traveling to a destination which GAC has assessed as a Level 2 risk must complete an appropriate risk assessment and security plan in consultation with the University's professional medical and security travel service and with the International Centre or Faculty of Agriculture, International Office, as applicable. This will be completed as part of the Pre-Departure Planning process pursuant to section D.5.a below.
- iii. Regardless of whether there is a legal agreement pursuant to section D.5.a.i, travel by undergraduate students to destinations which GAC has assessed as Level 3 or Level 4 is prohibited. This prohibition applies whether or not students would be accompanied by a faculty or staff member.

b. Graduate student travel:

Activity Sponsor, the relevant Dean (for faculty or graduate students) or Administrative Head (for staff) and the Provost and Vice-President Academic will consult with appropriate members of the University community in as timely a manner as possible to

University's professional medical and security travel service, the relevant Dean or Administrative Head, and other appropriate individuals, as required.

#### Pre-Departure Responsibilities

6. Travel Registry: Travellers are required to register travel for University Activities outside of Canada with Dalhousie's international travel registration system prior to departure.

#### 7. Pre-Departure Planning

a. Undergraduate and graduate students: Undergraduate and graduate students traveling internationally for a University Activity are required to undertake Pre-Departure Planning prior to departing for any international destination.

Where an Activity Sponsor is involved, the Activity Sponsor is responsible for ensuring student awareness and compliance prior to international travel. Undergraduate and graduate students will not be permitted to travel until they have undertaken Pre-Departure Planning.

b. Faculty and staff: Pre-Departure Planning and preparing an appropriate risk assessment and security plan is:

- i. required for those travelling to a destination for which GAC has assessed risk at Level 2 and Level 3;
- ii. required for those travelling to a destination for which GAC has assessed



2. Academic and Administrative Units: Subject to the requirements of this Policy, academic and administrative units are responsible for their own processes to ensure safe international travel by faculty, staff and students who are under their authority.
3. Travel Registry: A