

Request for Foreign Travel

Travel Rep. Name

Travel Rep. Phone Number

Travel Rep. Email

Traveler's Email

Traveler's Name

Traveler's Employee ID

Destination(s)

From/Travel Dates

To/Travel Dates

Justification for Foreign Travel: Provide all applicable information, including the name of the sponsor and any itineraries or schedule of events as an attachment to this form.

Participation in a study abroad program to the above location during the above dates. The Study Abroad experience is consistent with FAMU's strategic plan Goal 3: providing students with high impact and innovative co-curricular experience. International experiences are a central area of focus for co-curricular activities.

Foreign Influence

In 2021, the Florida Legislature passed HB 7017, which created several different laws surrounding foreign influence in higher education, citing several "foreign countries of concern," including: *the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, and the Syrian Arab Republic*. The reference to "foreign countries of concern" also includes any agency of or any other entity under significant control of such foreign country of concern. Pursuant to 1010.35, F.S., FAMU is required to establish an approval and monitoring program for all foreign travel by January 1, 2022. The program requires that the FAMU Office of Research Integrity preapproves and screens any employment-related foreign travel and employment-related foreign activities engaged in by all faculty, researchers, and research department staff.

In addition, the U.S. government maintains country-specific sanctions programs, which comes with varying levels of restrictions. Countries that are currently subject to comprehensive embargoes by the U.S. government include: (1) Cuba; (2) Iran; (3) North Korea; and (4) Syria.

Travel to any comprehensively sanctioned country, if permitted, will require significant regulatory compliance. Such compliance is not limited to federal and state regulations, but also the procedures that the University has implemented in reviewing university-supported travel requests.

By your signature, you, as the Traveler, acknowledge that you have reviewed the University's guidance related to countries of concern or other restrictions of the State of Florida or the United States government. You agree to comply with the University's limitations on travel and activities abroad and obey all applicable federal and state laws, as well as University policies and procedures.

Signature of Traveler

Printed Name of Traveler

Signature of Dean

Printed Name of Dean

Signature of International Programs

Printed Name of International Programs

Signature of Provost

Printed Name of Provost

Signature of the President

Printed Name of President

Signature of Research Integrity

Printed Name of Research Integrity

***After Research Integrity's Approval form should be routed to your Travel Rep to complete process**

TR 10/8/25