

Education Abroad Request for Exemption Form

Under MINES Policy, education abroad programs whose dates and destinations are or become subject to a Department of State Travel Warning (above Level 2), a CDC Travel Health Warning, or other extraordinary conditions that pose serious risks to health or safety of participants, shall be modified or cancelled, unless special circumstances justify an exemption. The Provost will decide whether to grant an exemption based on the MINES Health and Safety Advisory Committee's (HSAC) recommendation.

To request an exemption, program leaders should submit this form and an attachment with evidence that responds to the factors listed below to the Assistant Provost for International Initiatives. The attachment should address all of the factors listed below and program leader(s) requesting the exemption must meet with the HSAC as needed to discuss the request. The HSAC will make a recommendation to the Provost. The Provost will decide whether a program is modified, cancelled, or exempted. The Provost's decision may be appealed to the President.

Include the following information in your request. Submit one week prior to the meeting with the HSAC:

I am filing this petition on behalf of _____ (department/organization/project).

Name: _____ Email: _____

I am a ___ faculty ___ staff ___ graduate student ___ student program leader.

Destination of travel: _____

Dates of travel: _____

Please review the US Department of State Travel Warning (<http://travel.state.gov>) as well as any warning issued by the Center for Disease Control (www.cdc.gov) and attach a response to the following:

- purpose of travel, number/age of participants, reason why each participant is traveling
- syllabus, detailed itinerary of day-by-day activities including off-hour times, and housing facilities available to participants
- nature of the warning(s) or extraordinary conditions, including the locations most affected, and location of participants in relationship to warning
- feasibility of postponing program until the Warning is lifted or the extraordinary conditions resolve
- feasibility of moving the program to an alternate destination
- health/safety-related experience and training of program organizers and any local support staff
- importance and academic relevance of student involvement of selected site
- how the program can minimize health/safety risk to Participants
- plans for safety and security orientation sessions for students
- Participants' informed consent on the "Acknowledgement of Risk and Conditions of Participation" form and any appendix to the form that describes program-specific risks or conditions; and
- other information, if any, that the Provost or the HSAC Committee reasonably deem relevant
- communication plans if conditions deteriorate when group is in country

Signature of Program Leader: _____ Date: _____

Signature of Department Chair: _____ Date: _____

Signature of faculty advisor (for graduate students or student groups): _____
Date: _____

Send form to David Wright at dwright1@mines.edu or MINES International in the Student Center E110
Tel. 303-384-2120