

GUEST ENROLLMENT FOR UNIVERSITY TRAVEL

Instructions

The University requires that all guest international University Travel be enrolled with [Global Safety & Security \(GS&S\)](#) as outlined in the [GS&S Travel Policy](#).

Departments and/or programs sponsoring guest international University Travel must have their guest travelers review the contents of this enrollment document (which includes health, safety, and security services, as well as University-provided international health care coverage during their trip). Travelers should complete trip information and sign the “Acknowledgement and Assumption of Risk” section.

Once completed, this document should be messaged to globalsafety@princeton.edu.

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Trip Information

Traveler(s) Contact	Name(s)		
	Email(s)		
Supporting University Department or Program			
Supporting University Contact	Name		
	Email		
Is this trip organized or supported by a group outside of Princeton?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please provide the name of the group and a brief description.			

Destination	City:		Country/Area:	
Dates	Start Date:		End Date:	
<i>Comments (include any additional University Travel destinations associated with this trip)</i>				

Title IX and Sexual Misconduct

Title IX and the [University Sexual Misconduct policy](#) apply to conduct that occurs off University property when that conduct is associated with a University Travel, such as travel, research, or internship programs. An individual experiencing sexual misconduct while on a University Travel, including experiences outside of the United States (for example, a study abroad program, Bridge Year, University-sponsored independent research or field work, a University-sponsored internship, a University-sponsored athletic team event, a University-sponsored student organization trip, an academic conference or professional development program) is entitled to the same resources (including supportive measures and support resources) and protections (including University disciplinary processes where the other party is a student, faculty or staff member) that one would have on campus.

Students, faculty, staff, and members of the University community may access <https://sexualmisconduct.princeton.edu> to find information regarding [policies](#) and procedures related to sexual misconduct. [Confidential](#) support services and/or learning about their options. At any time, an individual may consult the [University Sexual Misconduct/Title IX Coordinator](#) to report a concern, and can find additional information [resources](#) are available to assist members of the University community in accessing the [sexual misconduct investigations website](#).

In addition to these resources, travelers may access the [Sexual Misconduct while Abroad resource page](#) for additional information.

The following link is to a training developed by the Gender Equity and Title IX Administration office to better prepare travelers on this topic. Though labeled for international use, this training is also applicable when considering travel domestically outside of the campus environment: <https://princeton.instructure.com/enroll/DDTWWG>

Safety & Security Briefing

Global Safety & Security has prepared a Pre-Departure Briefing for International Travelers. Please click on the link below to access the briefing and to complete a short form. For frequent travelers, we recommend viewing the briefing every 24 months as a refresher unless required to complete it as part of your participation in University Travel.

<https://forms.gle/NwiWXPseXg6YKTrY7>

Acknowledgement and Assumption of Risk

I am participating in University Travel that is specifically described in my Trip Enrollment. With my electronic signature, I understand that all travel involves risks that cannot be foreseen or mitigated, including, but not limited to, risks to health, safety and wellbeing, the ability to obtain assistance in the case of emergency, and the ability to travel freely and without undue hindrance. Princeton University ("Princeton" or "the University") cannot eliminate such risks entirely, even in locations I might perceive as posing lower levels of risk. The University does not guarantee that it can provide me with assistance should I encounter a medical, security, or other emergency while traveling.

I have, to my own satisfaction, informed myself of the risks I may face during my University Travel. I have had the opportunity to conduct my own research and review resources made available to me by the University, the U.S. Department of State, Centers for Disease Control and Prevention, and local authorities.

I have had the opportunity to ask and have answered by the Global Safety & Security office and/or my trip or program organizer (as applicable) all questions I have about the risks I may face, and the measures planned or available to mitigate those risks, but I acknowledge that I am ultimately and solely responsible for my own choices and actions. A nonexclusive list of some of the risks that I may be exposed to include:

- terrorism, war, serious bodily injury, disease, illness, or death.
- lack of familiarity with local politics, culture, and customs.
- lack of familiarity with foreign laws and regulations that may apply to my activities while abroad.
- damage to my personal property.
- increased risk of exposure to COVID-19, particularly in locations where travelers are instructed to avoid travel.
- risks and hazards associated with traveling during the global COVID-19 pandemic, including that conditions may rapidly change for the worse.
- unpredictable travel conditions, restrictions, and delays, including the risk of an indefinite delay of my return home.
- inherent risks and uncertainties relating to COVID-19, including the possibility of needing to receive medical care and/or hospitalization in areas where healthcare resources are under great strain in service of local populations.
- delays in response to requests for assistance.
- increased likelihood that I will require a medical evacuation if I experience significant medical conditions (COVID-19 and non-COVID-19).
- isolation facilities in certain locations may not meet standards acceptable to me.

I voluntarily accept the risks associated with my University Travel and acknowledge that I am not required by Princeton to undertake this travel if I determine it poses an unacceptable risk to me. I also understand that I will face no adverse consequences from Princeton as a result of choosing not to engage in this travel.

I accept and acknowledge that my University Travel is performed under the following terms and conditions:

1. Before and throughout the entirety of my travel, I must be in compliance with all requirements and provisions of the Global Safety & Security (GS&S) Travel Policy, including the Terms and Conditions for Student University Travel (if applicable), [which are incorporated herein](#).
2. At all times while engaging in University Travel, I remain subject to relevant University policies, as if I were living and/or working on campus.
3. During my travel, I am obligated to report to the University any and all problems or concerns with my safety, health, or well-being, or with my ability to complete my travel as planned at the time of this certification. This includes any positive test for SARS-CoV-2 while I am traveling.
4. The University may instruct me to end my travel at any time and is not required to provide me with an explanation as to why.

I voluntarily accept the risks associated with my travel, including the risks described above, and assume full responsibility for any loss, damage (including property damage), illness, or personal injury, including death, that may be sustained by me during or as a result of my travel. In certain cases, I may conduct personal travel in near proximity to or during my University Travel. I acknowledge and agree that such travel is outside of University Travel, and the University is not responsible for such travel and any risks associated with it, and does not assume any responsibility for any loss, damage (including property damage), illness, or personal injury, including death, that may be sustained by me during or as a result of my personal travel.

Signature: _____

Printed Name: _____

Date: _____

International Health, Safety, Security Service Provider

Princeton University has a dedicated international health, safety, and security assistance service provider, International SOS (ISOS), to provide 24-7, real-time assistance to members of the University community (and guests) on international University Travel.

Please note that ISOS is not applicable for travel within a home or domiciled country.

International SOS is also available to consult with travelers on destination-specific security issues, to prepare for a continuity of care in relation to a pre-existing condition, to provide continuity in care for mental health treatment, and to support emergent needs of travelers and coordinate actions in response to incidents that may occur.

International SOS has a variety of resources available via the member portal, but most important is to know that they can be reached via phone (see list of call centers below) as well as through their mobile phone applications (both [Android](#) and [Apple](#)) which can communicate via text and place Wi-Fi phone calls to an assistance center.

The Princeton University membership identification is 11BSGC000022.

International SOS
Medical and Security Services

Membership I.D.
11BSGC000022

Organization
Princeton University

Call our medical and security experts 24/7.
Call for preventative or emergency enquiries.
Call before, during and after travel or assignment.



Ball +62 21 766 4633	Jakarta + 62 21 750 6001	Paris +33 (0) 155 633 155
Bangkok +66 2 205 7777	Johannesburg +27 (0) 11 541 1300	Philadelphia +1 215 942 8226
Beijing +86 (0) 10 6462 9100	Kuala Lumpur +603 2787 3126	Seoul +82 (2) 3140 1700
Dubai +971 4 601 8777	London +44 (0) 20 8762 8008	Singapore +65 6338 7800
Frankfurt +49 6102 3588 100	Madrid +34 91 572 4363	Sydney +61 2 9372 2468
Geneva +41 22 785 6464	Manila +63 (2) 8687 0909	Taipei +886 2 2523 2220
Ho Chi Minh City +84 28 3829 8520	Moscow +7495 937 64 77	Tokyo +81 3 3560 7183
Hong Kong +852 2528 9900	Mumbai +91 22 42838383	

In advance of your travel commencing, you should receive a Pre-Travel Advisory automated email:

From: Princeton University <online@internationalsos.com>
Subject: "Please read: Important information for your trip to [Destination]"

This message contains information on your destination, including support resources and basic health, safety, and security information. All travelers should review the Pre-Travel Advisory before their travel. Please contact your University travel sponsor if you do not receive this message at least 96 hours before your departure.