

TRAVEL SAFETY RESPONSIBILITIES – USASK STUDENT TRAVELING OUTSIDE OF CANADA

Familiarize yourself with Global Affairs Canada travel advisories 2-3 months before your trip.

- ✓ Confirm that your destination falls under **“exercise normal degree of caution or high degree of caution”** travel advisory
- ✓ If your destination falls under **“avoid non-essential travel or all travel”** advisory, contact ISSAC immediately. Travel to these types of destinations is considered high-risk and will not be allowed without a successful exemption from the University’s International Travel Risk Management policy. Travel must be approved by the Dean of the associated college as well as the Provost.

Inform ISSAC of your upcoming travel at least 30 days before travel. Action steps:

1. Complete the [Trip set up form](#) OR emailing your **full name, NSID, travel dates from/to Canada and the name of your destination country** to itr.admin@usask.ca.
 - a. If there are multiple travelers in a group, include their full names and NSIDs in your email.
 - b. If your trip is being organized through a college and/or you have a supervisor, ask them if they have notified ISSAC already. Once you or your college has notified ISSAC of upcoming travel, you (and all other travelers if applicable) will get 2 separate emails that explain your travel safety tasks.
2. Make arrangements to get a travel insurance that covers you for the entire duration of your trip. The insurance should include emergency medical services and preferably evacuation.
3. If you are a Canadian citizen, [register](#) with Global Affairs Canada prior to your trip so that the nearest Canadian Embassy/Consulate in your destination country knows about your travel and can assist you
4. Whether you are traveling alone or in a group, create an emergency plan. For example: Have the contact information to your partner university/organization in the destination country, and emergency contact of the local Canadian Consulate or Embassy.
5. Once overseas, please keep in mind that you are a U of S ambassador abroad. Travel safe. Learn about hazards related to the sites you visit, the activities you undertake and your decisions as a traveler