



## Travel safety responsibilities – U of S 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 at [itr.admin@usask.ca](mailto:itr.admin@usask.ca). 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. This means that 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 by filling out [the Trip set up form](#) OR emailing your name, NSID, travel dates from/to Canada and the name of your destination country to [itr.admin@usask.ca](mailto:itr.admin@usask.ca). If there are multiple travelers in a group, include their names and NSIDS in your email.
  - 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. The emails will be sent to your U of S email address and will also provide you information about how to access the **International Travel Registry** and the **U of S pre-departure orientation in Course Tools**.
    - All tasks in the ITR including the pre-departure module are mandatory and must be completed at least 7 days before your departure.
    - If you have completed the pre-departure module in the last 12 months, email [itr.admin@usask.ca](mailto:itr.admin@usask.ca) and the task will be waived for you.
    - If you have problems saving your information in the ITR or any questions about your tasks, please send your information and inquiries to [itr.admin@usask.ca](mailto:itr.admin@usask.ca)
    - In order for the pre-departure orientation to be considered completed, make sure to complete the self-test at the end of the module.
- 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.
- 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 if needed.
- 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



young traveler. Research your destination, the local culture, familiarize yourself with potential hazards and come up with a plan to avoid and prepare for these hazards.

- Whether you are traveling alone or in a group, create an emergency plan that covers at least the following items. Share it with your college as well as ISSAC prior to your travel.
  - Examples of potential location and activity-specific hazards and what you would do in different situations (e.g. crime, nightlife, environmental hazards, political instability, scarcity of resources, cultural differences etc.)
  - Contact information to your partner university/organization in the destination country, contact information at the U of S and your emergency contact information in Canada.
  - The local emergency number and information about the nearest hospital(s) in your destination.
- In case of emergency abroad, contact the local authorities, the Canadian Embassy/Consulate if you are a Canadian citizen as well as the U of S once this is possible. You may also contact Protective Services 24/7 at +1-306-966-5555 to report incidents abroad. The university has supports and resources available to assist students abroad.