



AUBURN UNIVERSITY

OFFICE OF THE PROVOST

Date: March 3, 2021

To: Academic Deans

From: Bill Hardgrave, Provost

Re: Auburn University faculty guidelines for international travel – remainder of 2021

Auburn University faculty guidelines for international travel – remainder of 2021 (effective March 3, 2021).

In order to allow faculty to begin planning international travel for university business such as research visits and conference attendance, the Provost's Office is implementing an approval process for international travel.

To receive approval, please submit a Request for Authorization to Travel through the normal international travel request process.

Conditional Approval Guidelines:

- Travelers must submit a RAT50 form, via AU Access, at least 30 days prior to departure.
- Travelers must be aware of the entry and exit health and immigration requirements of the destination country and connecting airports in addition to airline carrier requirements.
- It is strongly recommended that travelers have a Proof of Vaccination before travel.
- Some countries may require a negative COVID test result prior to leaving the US. For destination countries that do not require it, it is strongly recommended that travelers have a negative COVID test result before travel.
- Where possible and practical, travelers should use 'COVID-safe' airline transport.
- Non-US citizens or Non-Permanent Residents should consult with OIP's Immigration Office for guidance on international travel before planning their travel.
- If required at the time of return, travelers must quarantine and/or test COVID-negative according to CDC or State of Alabama guidelines.
- Faculty and staff traveling by air are encouraged to purchase flight insurance at time of ticket purchase. Note: some flight insurance does not cover pandemic-related disruptions; contact Procurement & Business Services if you have questions about the coverage.
- It is recommended that faculty and staff pack sufficient PPE (i.e., hand sanitizer and masks) for the duration of their journey as PPE availability may be limited in some destination countries.
- It is strongly recommended that faculty and staff follow CDC guidelines regarding best practices during their travel (i.e., social distancing, mask wearing, hand sanitizing, etc.).

The Conditional Approval Guidelines provided in this memo are in addition to the existing AU guidelines for international travel.

Link: <https://sites.auburn.edu/admin/universitypolicies/Policies/TravelPolicies.pdf>

Link: <https://sites.auburn.edu/admin/universitypolicies/Policies/InternationalTravelWarningPolicy.pdf>