

College Funded International Travel

Grinnell College seeks to create and maintain a safe and healthy environment for all students regardless of location. Examples of current international travel opportunities funded by campus offices are professional development (conferences), externships, internships or research opportunities like MAPs.

International Travel Registration

Students will provide the following information to the office funding the travel and the information will be input into the system. It is the student's responsibility [to login](#) and:

1. Verify the information entered is up-to-date and accurate:
 - Local emergency contact – location of residence and cell phone number
 - Home emergency contact information – typically parent or guardian
 - Location of program if applicable (internship, conferences, etc.)
 - Dates at location
2. Provide proof of enrollment in the [Smart Traveler Enrollment Program \(STEP\)](#). STEP allows U.S. citizens and nationals to enroll their international trip with the nearest U.S. Embassy or Consulate. The Embassy or Consulate provides safety conditions at your destination, will contact you in an emergency situation and may assist family and friends in getting in touch with you.
 - U.S. citizens will need to upload a screen shot of their confirmation of enrollment.
 - International students will upload a screens hot of the email confirmation enrollment in the listserv for advisories for their destination.

Health Insurance

Based on the travel registration, students will be enrolled in [HTH/GeoBlue health insurance](#) for the duration of their trip. (Note: International students are not enrolled for travel to their home countries.) The plan has no deductible and provides a wide variety of support for health needs. Please share the information with guardians or parents.

AlertTraveler

Grinnell College is using AlertTraveler an innovative travel app as a safety feature. It provides registered travelers with real-time destination advice and alerts about transportation, security risks, weather, or health advisories. We strongly encourage you to download the app to your mobile device before departure. The app utilizes your travel itinerary and GPS. In the event of a major incident, Grinnell College will request you check-in with us through the app or email. The app has an instant check-in feature requesting you tell us whether you are safe or in need of assistance. If you are unable to afford to use a smartphone internationally please contact IGE and we may be able to assist. Instructions and a video on how to use the app are available under the Learning Content portion of the Travel Registration.

Communication Plans

Participants are expected to respond within a 2 hour time frame to requests for check-in during an emergency event either via the AlertTraveler app or email.

In the Event of an Emergency

Grinnell College programs have emergency action plans that guide them through emergency situations. In the case of an emergency beyond the competence or jurisdiction of the College faculty/staff or the authorities of the hosting institution, or an emergency that occurs while the student is away from the host site, students should contact their nearest U.S. or home country's consulate/embassy. Students can also receive assistance through Grinnell College Campus Security at 641-269-4600 or security@grinnell.edu; available 24 hours, 7 days a week.

Student Checklist for College Funded International Travel

- ☐ I have logged into the [Travel Registry](#) and updated or verified my information and screenshots from the STEP program.
- ☐ I have reviewed [country specific information from the U.S. State Department](#) and understand local health and safety issues.
- ☐ I have a current passport valid for at least 6 months beyond the end of my trip.
- ☐ I have determined if a visa will be required and applied for one if needed.
- ☐ I have visited SHAW and checked the [Center for Disease Control website](#) and/or [World Health Organization website](#) for important medical or health concerns at my destination such as vaccinations.
- ☐ I have reviewed the [GeoBlue coverage](#) plan and contacted them for personal health information or specific needs/concerns such as prescription rules. (Note: International students are not enrolled for travel to their home countries.)
- ☐ I have shared the [GeoBlue coverage](#) information with my guardians or family members.
- ☐ I have the contact details of the [US Embassy](#) or [home country Consulate](#) at my destination in my smartphone.
- ☐ I have downloaded the AlertTraveler app by TerraDotta to my smart phone via [Android Apps](#) or [iTunes](#). Note: Log into the [Travel Registry](#) to obtain a user code to activate the app.
- ☐ I have added Grinnell Campus Security number (641-269-4600) to my contacts list.