

INTERNATIONAL TRAVEL AUTHORIZATION FORM
(MSOM Student)
(For Restricted Travel Only)

Instructions:

1. Complete the International Travel Authorization form at least two weeks prior to departure.
2. Obtain signature from Departmental Chairperson, Vice President, Dean or Academic Designee.
3. Travel Authorization for the MSOM is submitted to the Risk Management at riskmanagement@miami.edu.
4. Risk Management will contact and work with the traveler to complete a Travel Risk Assessment and recommendation for travel.
5. Travelers booking their trip outside of the [University of Miami Travel Portal](#), must register their travel information along with any travel changes prior to and/or during with [International SOS](#).

PERSONAL INFORMATION	
Name of Traveler/Student:	Student Email:
Department Name:	Office Phone Number:

TRAVEL INFORMATION	
Travel Destination(s) Country & City:	
Departure Date (from US):	
Arrival Date (to US):	
Traveling by (please check one): Air _____ Sea _____	
<i>(Transportation details will be requested during International SOS registration)</i>	
Purpose of Travel (please be as specific as possible)	

DEPARTMENTAL APPROVAL	
Print Name of Traveler _____	Signature of Traveler _____
Date _____	
Print Name of Chair Person /Dean/VP/Designee _____	Signature of Chairperson /VP/Dean/Designee _____
Date _____	

Provost or designee APPROVAL	
Print Name _____	Signature _____
Date: _____	