Travel Modification Update

Considering the planned re-population of our campus for the Fall 2021 term, and the expected widespread availability of the COVID-19 vaccine, the restrictions previously placed on travel will be lifted effective June 1, 2021 with the following guidelines:

Domestic Travel
- **Beginning June 1, 2021 through December 31, 2021**, Domestic travel will need to be approved by the Division VP for your area.
- Systemwide meetings will be considered on a case by case basis; many may continue to be held virtually, if it is not essential to be in person.

International Travel
- The final decision on which countries will be approved for travel is still pending, but expected to be issued soon.
- International travel will continue to be approved by the President.

Important Travel Information
- Travelers must obtain approval to travel using a travel authorization form. Note that an Adobe version is available in Workflow entitled AP-Travel Authorization Form (SELF)
- Travelers must adhere to all travel policy and procedures. Please refer to the campus travel website for policy information and Certify Travel reimbursement training tools.
- Supervisors must carefully review requests with a focus on student and employee health and safety.
- Below is the latest travel guidance:
  - Travel Guidance from the Centers for Disease Control and Prevention (CDC)
  - U.S. State Department’s Travel Advisory

The safety and wellbeing of our students, faculty and staff is our utmost priority. We will continue to adapt the travel protocol and communicate to the campus community as appropriate.