SCHOOL OF VETERINARY MEDICINE GRADUATE STUDENTS’ CHECKLIST FOR PREPARING TO WORK OR STUDY ABROAD

You are encouraged to use this checklist to aid in planning travel abroad.

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**Graduate Student’s Name**

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**Departmental Affiliation**

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**Academic Preparations**

_____ I have read the handbook entitled, *Safety and Health Guidelines for School of Veterinary Medical Students and Employees While Studying and Working Abroad* [https://www.vetmed.wisc.edu/about-the-school/administrative-departments/human-resources-payroll/safety-and-health-guidelines/](https://www.vetmed.wisc.edu/about-the-school/administrative-departments/human-resources-payroll/safety-and-health-guidelines/)

_____ I do ☐ or do not ☐ (check one) expect to receive academic credit for my studies abroad.  (If yes, you must receive externship approval as required by the SVM Curriculum Committee.)

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**Travel Documents**

_____ I have a current passport, valid beyond the period when I will be traveling. See [http://travel.state.gov/passport/passport_1738.html](http://travel.state.gov/passport/passport_1738.html), if you need to apply for or renew a US passport.  *Please note that many countries will not accept a passport within six (6) months of expiration. Submit a copy of your passport to OAA with this form, and make a copy for your own files.*

_____ I have explored visa requirements for the countries I will visit and have obtained visas as needed.  [https://travel.state.gov/content/visas/en.html](https://travel.state.gov/content/visas/en.html)

_____ I have completed an Emergency Contact Information Form and attached a copy to this checklist.  I will also provide copies to family members and will carry a copy with me (separate from the original) while traveling. It is important to create a network of people who can communicate with you and on your behalf in the event of an emergency.

_____ If I am an international student on a visa in the US, I have consulted the UW-Madison Office of International Student Services (ISS) about my intended travel abroad to ensure that I will be able to return to the US.

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**Health and Safety Matters**

_____ I have consulted the US Department of State website for information ([http://www.state.gov/travel/](http://www.state.gov/travel/)) and am familiar with health and safety issues relevant to the countries I will be visiting, including any Department of State Consular Information Sheets, Public Announcements and Travel Warnings for these countries.

_____ I have consulted my primary physician or a travel medicine practitioner about my health and travel plans, and have received recommended vaccinations and medications if applicable.

Useful health related websites include:


I have purchased international health insurance through a plan offered by Cultural Insurance Services International (CISI). The Board of Regents has mandated that ALL students studying/traveling abroad purchase insurance regardless of other plans in which you may be covered. This insurance can be purchased through the SVM’s Office of Academic Affairs.

Useful CISI related websites and information can be found at:
http://www.bussvc.wisc.edu/risk_mgt/international%20health%20insurance.html

**Travel Tips and Cultural Adjustment**

_____ I have made arrangements to have access to money while abroad. *(Check to see that your credit card will be accepted abroad and consider alerting your credit card company that you expect charges to be made abroad.)*

_____ I have copied the addresses of US Consulates in countries I plan to visit. It is recommended that you not only make a copy of the US Consulate contact information, but also register with the US Consulate in countries you visit, especially in developing countries or those experiencing unrest.

_____ I have informed myself about customs and cultural issues in the countries I will visit.

**University Release Form**

_____ I have read and signed a university release form. Check the applicable waiver box below (only one).

☐ *UW-Madison School of Veterinary Medicine Statement of Responsibility, Release, Authorization and Acknowledgement of Risks to Participate in International Study Experience*

☐ *UW-Madison School of Veterinary Medicine Statement of Responsibility, Release, Authorization and Acknowledgement of Risks to Participate in International Experience in a Country With a US Department of State Travel Warning in Effect*

**Animal Health Concerns After I Travel Abroad**

_____ I have explored and understand what risks to animal health I may pose when I return to the US, based on foreign animal diseases found in the countries I will be visiting. I agree not to enter research animal housing areas or the VMTH for seven (7) days after I return to the US. This restriction is extended to ten (10) days for countries known to be experiencing a foreign animal disease outbreak at the time of travel.

**Student Signature:**

______________________________________ Date:______________________

**Print Name**

*It is recommended that you sign and submit this form to your departmental office before your anticipated travel. Attach copies of your passport, travel itinerary if available, and the Emergency Contact Information Form.*