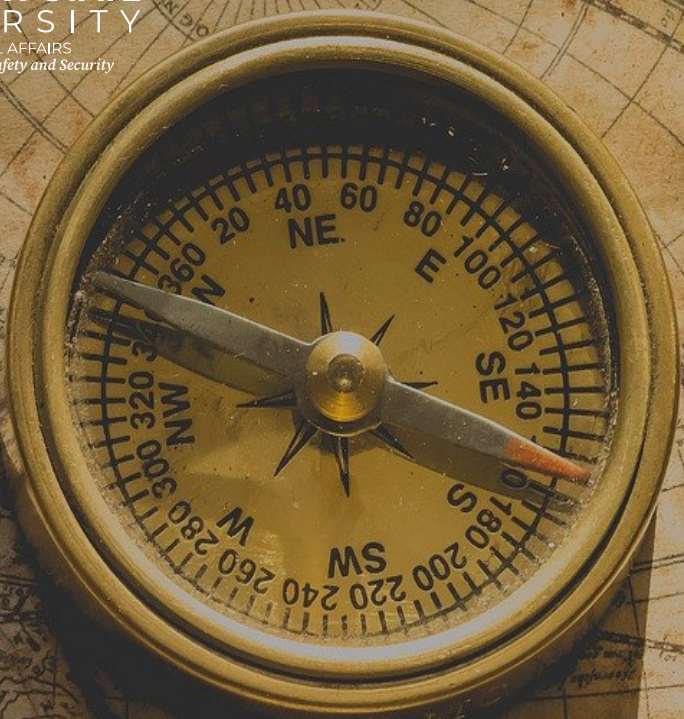




**KENNESAW STATE
UNIVERSITY**
DIVISION OF GLOBAL AFFAIRS
Office of International Safety and Security



International Travel Safety For Registered Student Organizations

SOARING TO YOUR NEXT DESTINATION

ABOUT US

The Office of International Safety and Security strives to support Kennesaw State University international travelers so they may safely and securely connect with the world.

Our services include...

- Monitoring global events and intelligence
- Providing risk consultations
- Conducting health and safety trainings for international program leaders
- Health and safety advising
- Conducting group security briefings
- Developing emergency response protocols
- Assisting in travel registration



What *is* Travel Registration?

The online travel registration process enables the university to provide duty of care to its travelers. The travel registration itself entails travelers providing the university with a basic travel itinerary and completing key documents such as emergency contact information and waivers; it allows travelers to receive key security information and alerts, and authorizes enrollment in the university's supplemental international insurance policy. Completion of the travel registration also connects travelers to the university's emergency response protocol in the event of an emergency (medical or non-medical) abroad.

Submission of a group's travel itinerary and intent to travel to the Office of International Safety & Security triggers creation of an online travel registration portal for the group. Not only does it inform the university of the group's travels, but also gives participants access to resources to support an enhanced experience abroad.

Resources

It is important to gather information for your group travel so that you may be well equipped for your trip. As such, it is highly encouraged that all travelers review the following sites for the latest health and safety information.

- **Department of State** - <https://travel.state.gov/>
- **Centers for Disease Control & Prevention** - <https://wwwnc.cdc.gov/travel>
- **Office of International Safety & Security** - dga.kennesaw.edu/safetyandsecurity
- **On Call International** - <https://oncall2.anvilgroup.com/Portal/Registration>
- **CISI Insurance** - Contact the Office of International Safety & Security for registration

Accompanied with the resources above, enrolling in the Department of State's Smart Traveler Enrollment Program (STEP) allows travelers to receive phone and email alerts concerning events within the host country that could affect them. For more information, please visit <https://step.state.gov/>.

Travelers are encouraged to schedule a travel health consultation with a travel medicine or primary care provider 4-6 weeks prior to departure. As a Kennesaw State University student, office visits at Student Health Services are included as part of the Student Health Services fee. Any additional services such as medications or vaccinations that you receive as a part of your care will be billed to your primary insurance. Call **470-578-6644** to schedule an appointment.

INCENTIVES FOR REGISTRATION

Reduces risk. By seeking health and safety advisement, you are better preparing yourself for obstacles or emergencies that may occur during group travel.

Builds leadership. Working with the Office of International Safety & Security is a form of taking ownership of your organization's international travel by demonstrating duty of care for you and your members.

Provides additional troubleshooting. In the event of an emergency, your travel registration allows Kennesaw State University to contact and locate you more efficiently and commence to problem solving.

Familiarity with host country. You may request health and safety briefings and trainings specifically tailored to your organization's itinerary to increase awareness and effectiveness of your organization's goals during your travels abroad.

More resources available to you. Along with serving as the 24/7 first responder, the Office of International Safety & Security works directly with the Department of Public Safety and University Police, CISI Insurance, and other service providers to get you the care and information you need during an emergency.



BENEFITS FOR TRAVELERS

International travel can be a transformative and empowering experience. At the same time, many students and families have questions about preparations or concerns of what would happen if an unfortunate incident occurred while students are abroad. Travel registration with the Office of International Safety & Security serves as a key resource for addressing your group's questions and concerns.

Health and Safety Advising – Trip leaders or individual travelers can connect and discuss concerns one-on-one.

Health and Safety Orientation – Prepare travelers with online modules to plan for safe and healthy travel.

Group Training – Additional in-person or virtual group orientations and trainings are available by request on travel leadership, health and safety and intercultural learning.

Insurance – Provide each traveler with enrollment in the university's international supplemental travel insurance.

Emergency Preparedness and Response – Enter all travelers into the university's 24/7 international emergency response protocol in case of a critical emergency incident.



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