

INTERNATIONAL TRAVEL REGISTRATION FORM

*(University-Supported, **Group Travel**)*

All students going abroad as a group as well as faculty and staff leading a group of students abroad on university-supported, non-academic travel must register their group with the Center for International Education. All students will be automatically enrolled and billed for UIU's International Health Insurance Plan. Faculty and staff may opt to purchase into the plan.

Please submit the following paperwork along with this completed form:

1. Roster of students participating in event (please use attached roster template)
2. Copy of passports (for everyone traveling in the group)
3. Copy of group itinerary

Purpose of Trip: Alternative Break Conference Training Athletic Event
 Other: _____

Name of Event: _____

City and Country of Event: _____

Dates of Event: _____

Group Leader is: Student Faculty Staff

Faculty/Staff/Student Leader Name: _____

Faculty/Staff/Student Leader Department (if applicable): _____

Faculty/Staff/Student Leader E-mail: _____

Faculty/Staff/Student Leader Cell Phone: _____

Name of Lodging Where Group Will Be Staying: _____

Address of Lodging Where Group Will Be Staying: _____

Phone of Lodging Where Group Will Be Staying: _____

Please submit completed form and supporting documentation to:

Coordinator for Education Abroad
Center for International Education
International House
educationabroad@uiu.edu

