

Johns Hopkins University
Requirements for Travel to High-Risk Areas
Key Points for JHU SON Faculty, Staff, and Students

For faculty, staff, and graduate students

A task force appointed by the JHU Provost's office (War Zone Task Force - WZTF) released recommendations aimed at enhancing the safety of Johns Hopkins faculty, graduate students, and staff that travel to high-risk areas. These recommendations have been adopted by JHU and are now mandatory for all divisions.

High-risk areas are defined as countries or regions of the world on the U.S. State Department's Travel Warning list found at http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html or on the Center for Disease Control and Prevention (CDC) Travel Health Warning list found at www.cdc.gov/travel/index.htm.

For undergraduate students

In 2004 the JHU Council of Deans endorsed a policy that prohibits student travel to countries where the State Department has issued a travel warning; a provision to allow students to petition for an exception was included.

THE FOLLOWING PROCEDURES APPLY TO ALL FACULTY, STUDENTS, AND STAFF AT JHU SON.

1. Faculty, students, and staff are cautioned, but not prohibited, from traveling to high-risk areas of the world.
2. No one may be required or coerced (e.g., by a faculty member, supervisor, or advisor) to travel to high-risk areas.
3. All travelers to high-risk areas must notify the Center for Global Nursing (CGN) at least one month in advance, complete required forms describing travel plans, and notify CGN of any changes in their plans. The CGN will provide JHU SON faculty, staff, and students traveling to high-risk areas of the world with additional information and support.

CGN contact information:

Phyllis Sharps Email: psharps1@jhu.edu Tel: (410) 614-5312

Kevin Ousman Email: kousman1@jhu.edu Tel: (443) 540-8550

4. In cases where collaboration with the United Nations, World Bank, a government agency, or a non-governmental organization (NGO) does not exist, Johns Hopkins faculty and staff who manage programs or projects in high-risk areas should ally themselves with an NGO or United Nations agency working in the same area.

5. Faculty, students, and staff should vigilantly monitor consular and press reports regarding the country(ies) where they plan to travel.

6. When traveling in an area where regular communication is difficult, faculty, students, and staff should maintain contact with the CGN.

7. For faculty, students, and staff who are likely to stay for a prolonged period in a high-risk area of the world, registration at the U.S. Embassy or consulate is essential.

THE FOLLOWING PROCEDURES APPLY TO UNDERGRADUATE STUDENTS IN ADDITION TO THOSE LISTED ABOVE.

1. At least two months in advance of planned trip, the student prepares a petition letter and obtains written permission from parent/guardian.

2. Faculty advisor reviews and endorses the request and forwards to the Dean and the CGN.

3. The Dean reviews and endorses the request and forwards to the University Provost's Office for final approval/disapproval.