

A. Traveler's Information

Name _____

JSU ID Number _____

Department _____

College _____

JSU Email _____

Phone Number _____ (JSU Office) _____ (Personal)

B. Travel Details

Destination(s) (Country and City; please cite all.)

Purpose of Travel (e.g, Study Abroad, Research, Conference, International recruitment & partnership development, Other?)

Emergency Contacts

This information must be accurate and up to date. Any changes in contact after the submission of the forms will need to be emailed to jburrows@jsu.edu, plus dept. head and dean.

Provide all phone numbers with country codes. (e.g., London, UK number would be 011 44 20-xxxx-xxxx)

US Emergency Contact: Contact 1	Contact 2
Name: _____	_____
24/7 Phone: _____	_____
Email: _____	_____
Relationship: _____	_____

Emergency Contact in Destination(s)	Contact 1	Contact 2
Name: _____	_____	_____
24/7 Phone: _____	_____	_____
Email: _____	_____	_____
Relationship: _____	_____	_____