

Enterprise Risk Services
3015 SW Western Blvd
Corvallis, OR 97333
Phone: 541-737-1323
Fax: 541-737-5546
Email: risk@oregonstate.edu



International Travel Registration

Please submit to Enterprise Risk Services via fax or email PRIOR to travel.

Student/Employee Name:

Phone: **E-mail:**

Department Name:

Department Contact Person:

Country of Travel:

Does this country have a current travel warning in effect? ☐ YES ☐ NO

Is this country listed on any sanction lists? ☐ YES ☐ NO

IMPORTANT: If your country of travel has a travel warning or sanction, contact Enterprise Risk Services as special conditions may apply.

Date Leaving the USA: **Date Returning to USA:**

Reason for travel:

*If abroad greater than 3 months, **please estimate hourly payroll rate:**

Supplemental Insurance Coverage is optional, but HIGHLY recommended and is available for \$1.91 per person/per day. The policy covers \$200,000 lifetime medical maximum per covered accident/sickness; evacuation due to security/political unrest, natural disasters, emergency medical situations; trip interruption and cancellation benefits; and 24-hour travel, safety and security assistance services.

☐ YES, please sign me up for Supplemental coverage.

Plan information: [Insurance Plan](#) and [Summary](#)

☐ NO, I have reviewed the insurance plan information and do not want Supplemental coverage.

If "YES" please complete the information below:

Student/Employee Address:

Student/Employee Status: **Index Code:** **Activity Code:**

Student/Employee ID: **DOB:** **M / F:**

Form must be complete in order for insurance to be placed.

Foreign Citizens Working Abroad: If you are a foreign citizen hired to work in a foreign country other than your own or if you are a foreign citizen hired to work in your own country, please contact Enterprise Risk Services for additional information.

If you have any questions, please contact Enterprise Risk Services at 541-737-1323 or risk@oregonstate.edu.