

**MassArt International Travel Approval Policy**

	Suspended Travel	Restricted Travel	Limited Travel	Normal Travel
<b>Threat Level*</b>	Very High	High	Moderate	Low
<b>Department of State Advisory Level</b>	Travel Advisory Level 4 Do Not Travel	Travel Advisory Level 3 Reconsider Travel	Travel Advisory Level 2 Exercise Increased Caution	Travel Advisory Level 1 Exercise Normal Precautions
<b>CDC Health Notice</b>	Warning Level 3 Avoid Non-Essential Travel	Warning Level 3 Avoid Non-Essential Travel	Alert Level 2 Practice Enhanced Precautions	Watch Level 1 Practice Usual Precautions
<b>CDC COVID-19 Levels</b>	CDC 4 Very High	CDC 3 High	CDC 2 Moderate	CDC 1 Low
<b>ISOS Security Risk Rating</b> <i>(This additional resource depends on MassArt's current provider.)</i>	Health: High/Very High Security: High/Extreme COVID-19 Domestic Impact: High/Very High	Health: Variable/High Security: Medium/High COVID-19 Domestic Impact: Medium/High	Health: Low/Medium Security: Low/Medium COVID-19 Domestic Impact: Medium	Health: Low Security: Insignificant/Low COVID-19 Domestic Impact: Very Low/Low
<b>MassArt Student Travel</b>				
<b>MassArt Student Travel</b>	<b>Not Authorized</b> Provost will review upon request for an exception as described below.  Exceptions to student travel are rarely granted.	<b>Not Authorized</b> Provost will review upon request for an exception as described below.	<b>Typically Authorized</b> May require additional approval from the Provost.	<b>Authorized</b>
<b>Studio Abroad Registration</b>	If Authorized	If Authorized	Students: Yes	Students: Yes
<b>MassArt Faculty/Staff Travell</b>				
<b>MassArt Faculty/Staff Travel</b>	<b>Not Authorized</b> Provost will review upon request for an exception as described below.	<b>Not Authorized</b> Provost will review upon request for an exception as described below.	<b>Typically Authorized</b> May require additional approval from the Provost.	<b>Authorized</b>
<b>Travel Authorization Form</b>	If Authorized	If Authorized	Faculty/Staff: Yes	Faculty/Staff: Yes
<b>Travel Registry Requirement</b>	If Authorized	If Authorized	Faculty/Staff: Yes	Faculty/Staff: Yes

\*MassArt reserves the right to consult other resources to determine threat level based on the current global situation (e.g. WHO recommendations on in-country COVID positivity rates, Office of Foreign Assets Control (OFAC) countries or regions subject to comprehensive sanctions).

Exceptions to the policy may be granted by submitting a written appeal to Erica Puccio, Director of the International Education Center. Appeals must be made in writing; they will be reviewed by the Provost, who will consult with appropriate internal and external resources. Written appeals must include: 1) Valid and compelling justification for travel; 2) Detailed itinerary and travel logistics (flights, hotels, transportations, etc.); 3) Letter of support from the Department Chair and letter(s) of invitation (if relevant); 4) Trip cancellation/interruption insurance or rationale why additional insurance is not being purchased; 5) Backup plans should travel to the intended destination not be possible. Decisions of the committee are final.

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