

Know before you go abroad!

Things to do before you leave.

Review the following topics as soon as you know you are traveling abroad.

MICHIGAN STATE UNIVERSITY

1. Visit the MSU Travel Clinic at travelclinic.msu.edu for info on travel & immunizations. Check immediately; some immunizations require lead times!
2. Visit the Center for Disease Control and Prevention at www.cdc.gov/travel/ for country-specific medical advice.
3. Visit the Department of State at travel.state.gov for information on in-country safety and security issues, travel warnings, and advice. Review country information sheets for each place you will visit. Other country-specific information can be found at www.osac.gov/.
4. MSU faculty, staff and non-study abroad students who are traveling abroad should register with MSU's Travelers Database at isp.msu.edu/resources/travel/emergencyContact.php to receive important pre-departure advice.
5. Visit www.msuglobalaccess.net for wide-ranging country information including travel tips and up-to-date news.
6. Be sure your passport and visa(s) current for the period you will be traveling. Your passport should not expire less than 90 days after returning home.
7. Review MSU's accident & sickness insurance coverage. Know how payment for service is handled. Faculty/staff should check the MEDEX information on the MSU Risk Management and Insurance Web site at cfr.msu.edu/CORMI/. Students should check the HTH information at studyabroad.msu.edu/studenthandbk/health_issues/health_insurance.html.
8. Faculty/staff intending to drive abroad should research vehicle insurance and driver's license requirements for each country. Be sure to check country information sheets for road conditions and known hazards. For safety reasons, study abroad students are **STRONGLY DISCOURAGED** from driving motorized vehicles abroad. See studyabroad.msu.edu/studenthandbk/safety_travel/road_safety.html for more information.
9. Make two (2) copies of all important documents being carried (*including your passport's photo page*). Leave one copy at home and pack the second copy separately from the originals.
10. In many locations abroad it is recommended to keep a copy of your passport photo and visa pages on your person at all times, particularly if there is a secure location in your residence to store the original. Carry an extra form of photo identification and a minimal number of credit, debit, or ATM cards.
11. Keep prescription drugs in original containers and in your carry-on luggage. Bring copies of your prescriptions listing the generic names of the medications since some countries restrict the import of some prescription drugs. Check the country information sheet or contact the MSU Travel Clinic for further information.
12. Carry blood type and medical conditions information on your person.
13. Leave a detailed travel schedule with your office or family and check in with home or your office upon arrival. Tell them of itinerary changes.
14. Use luggage tags with a flap. Secure luggage, if permitted, with a TSA-approved lock and a strong baggage strap.
15. Carry medical insurance cards and contact phone numbers for MEDEX or HTH on your person.
16. Before leaving, obtain and carry the phone numbers and addresses of the U.S. embassy and consular offices for the country(s) you will visit (*check usembassy.state.gov for locations*).
17. If you wish, you may obtain a small amount of your destination's local currency before departure. Talk with your financial institution or go to oanda.com for currency exchange information.
18. Learn the international access codes for calls to the United States from abroad by checking www.countrycodes.com. Keep these numbers accessible at all times.
19. Note the AT&T assist numbers at www.usa.att.com/traveler/tools/wallet.jsp. Dialing these numbers will immediately connect you to an English-speaking operator at no charge. Press "0" or stay on the line to tell the operator you wish to make a collect call.
20. Are you taking any controlled equipment or materials, e.g., global positioning system, encrypted software, or select agents? Contact MSU's Office of Export Controls and Trade Sanctions (432-4500) about federal restrictions or limitations related to your destination.

IN CASE OF EMERGENCY WHILE TRAVELING ABROAD

MSU students, faculty and staff should seek local assistance immediately. Study abroad students should also contact their on-site director or program leader.

If the emergency involves a serious threat to your safety, security or health, and if you wish to report this to the University and seek its advice or assistance, call MSU emergency assistance number at (517) 353-3784. Carry this number with you at all times!

If calling from abroad, remember to use the applicable international access numbers before the (517) area code (See #18 above). Collect calls can also be accepted on this line – dial the appropriate AT&T assist numbers (see #19) to speak with an operator and request a collect call.

Be prepared to give: - **your name** - **specific location** - **a phone number where you can be reached** - **the nature of the emergency**

Listen carefully to instructions you are given.

The MSU Police Department answers the phone and will direct calls as warranted.

**Questions about this flyer? Please call
(517) 355-2350**