

# **International Travel Briefings (Faculty, Staff & Students)**

As you prepare for the Summer of 2014, please do not forget to complete your pre-briefing and post-briefings for International Travel. If you have participated in International (Foreign) Travel since January 2014, and have not participated in an International Travel Briefing, you are required to participate in a Debriefing as soon as possible. If you have not previously scheduled a briefing, you may send the Security Manager an e-mail to advise of your intent to participate in a debriefing upon your return.

## **EXAMPLES OF REASONS TO PARTICIPATE IN AN INTERNATIONAL BRIEFING:**

**Have you scheduled a Jackson State University sponsored trip abroad?**

**Are you sponsoring a Faculty/Staff Led Study or Travel Opportunity abroad?**

**Have you agreed to present a Professional Paper abroad?**

**Are you a contractor, partner, or collaborator participating in JSU sponsored travel abroad?**

**Are you a Student planning to participate in an International Intern or Study Abroad Program?**

**Perhaps you plan to combine pleasure/vacation with a Professional Presentation during a International trip --- sponsored by JSU or you are using your status as a Professor for Research Presentations.**



Specific guidance regarding international travel (JSU sponsored) will be provided periodically. In the meantime, please contact International Programs or the University Security Manager/Export Control Officer for further information.

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