

Compliance Checklist

International Travel Policy

Who:

All MSU international travelers.

APPROVE: *(60 Days Prior to Travel)*

- Obtain appropriate approval for your international travel. (TAF+ITR Email required)
- Be in good University Standing

REGISTER: *(30 days prior to travel)*

- Register for International Travel Health Insurance.
- Register for STEP.
(Department of State's Smart Traveler Enrollment Program)
- Register your international travel in MSU International Travel Registry.

ATTEND: *(Mid-semester spring and fall terms)*

- Attend an MSU International Programs Pre-Departure Orientation.
- Attend an MSU travel health and safety class.

UPDATE: *(during international travel)*

- Update your itinerary travel records as you travel.

Refer to the MSU International Travel Policy for more details.

Questions? Please contact Office of International Programs

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