FLORIDA ATLANTIC UNIVERSITY
Charles E. Schmidt
College of Medicine

Travel Policies

Jeff Clark - 2019-06-11 - COM Policies

Below are important links related to travel. If you are traveling for University business and plan on taking your computer, please contact COM IT for assistance.

International Travel at Florida Atlantic University

Florida Atlantic University (FAU) faculty, staff, and students travel frequently as part of FAU related research, education, service, and employment. When an FAU employee travels internationally on behalf of the University, there are five (5) main factors to consider. These factors include the destination, the purpose, the planned interactions, the items, software, technology, or information taken, and the length of the travel. Each one of these factors must be considered when requesting international travel as they may present export control concerns for the traveler and for FAU.

Prior to departure, each FAU employee must be aware of the potential restrictions that relate to their travel plans. Anything an individual takes out of the U.S. is considered an export. This includes physical items, such as laptops and cell phones, but it also includes the data that is contained on the electronic devices. For example, if the traveler's electronic device contains any International Traffic in Arms Regulations (ITAR) items, software, technology, or information, the traveler must have an export control license simply to take that electronic device out of the U.S. In addition, if that traveler intends to provide access to the electronic device to foreign persons, or present the ITAR controlled information at a conference while abroad, the traveler will require an export control license to do so in order to avoid violating federal law.

International Travel: http://www.fau.edu/research/export-control/international-travel.php

Travel Advisories: https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html