

The International Risk Management Committee must approve all faculty and staff requests to travel on college business in countries assessed at level 2 and above. In order for us to approve your request to study in a level 2 country please **carefully read and sign the waiver below.** The Committee retains the right to request more information or deny any employee permission to travel to a particular country, or a particular part of a country, if it is deemed unsafe or the traveler is inadequately informed and or prepared.

In most cases level 2 countries will be approved however we want you to be aware that visitors to this country are advised to “exercise increased caution.” Again, it is your responsibility to look into this further and determine your own comfort level. In doing so it is important to consider why the country has been listed as such and where in the country you will be living and /or traveling.

WHEATON COLLEGE

**Faculty/Staff Waiver and Request
to Travel to a Country with a State Department Travel Advisory Level 2**

This is a release of legal rights; review carefully and understand before signing. Please keep a copy for your records.

Name of Employee: _____

Purpose of Travel: _____

City/Country: _____ **Dates of Travel:** _____

The U.S. Department of State has a travel advisory system in place to provide tiered levels of advice to travelers. These levels range from Level 1 to Level 4, when it recommends that Americans avoid or consider the risk of travel to that country. All Wheaton employees, of whatever nationality, who intend to travel to a country for which there exists, prior to their departure, a State Department Travel Advisory Level 2 are required to complete this form to ensure that they are aware of the advisory and its recommendations, and of their personal responsibility for the risks. Approval of travel will not be granted unless this form is signed by the employee. This is a release of legal rights. Review this document carefully and make sure you understand it before signing. Please keep a copy for your records.

In consideration of and as a condition for Wheaton College's approving my participation in Wheaton-sponsored (funded, supported, represented) travel, I hereby agree to the following:

1. I have read and understand the U.S. Department of State Travel Advisory Level 2 concerning travel by US citizens to the country stated above. I acknowledge that I have voluntarily made the decision to travel there despite the advisory and information provided by the State Department. I further acknowledge that I have been advised to continue to review and monitor the U.S. Department of State's website for any additional warnings, advisories, updates and information regarding the country where I am to travel.
2. I further understand and acknowledge that travel to a country with a Travel Advisory Level 2 at this time exposes me to risks of a greater likelihood and magnitude than those normally associated with international travel. These risks include those described within the State Department Advisory. I recognize that Wheaton College cannot guarantee my safety or security and I assume full responsibility for all risks associated with my travel.
3. I understand that Wheaton reserves the right to rescind approval of my plans should the situation in the country or region change, in Wheaton's opinion, prior to my departure or during my time abroad.

Having examined and understood the above, I (for myself and my heirs, executors, administrators and assigns) hereby agree to assume all risks relating to traveling to a country

with a Travel Advisory Level 2 and release, discharge, and waive any and all rights or claims for injuries or losses of any description arising in connection with any aspect of my travel there, including but not limited to claims for damage to or loss of property, consequential damages, violation of civil rights, personal illness or injury, or death, that I may have or which may hereafter accrue to me against Wheaton College, its employees or agents, and/or any sponsoring institutions. I understand that by signing this Waiver I am waiving any right I (or anyone else on my behalf) might otherwise have to sue Wheaton College for injuries or losses arising from my travel to this country, including claims for negligence on the part of Wheaton College, its agents or employees to the fullest extent allowed by law.

I agree that this instrument shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts excluding those laws that direct the application of the laws of another jurisdiction, and shall be binding upon my legal representatives, heirs, executors, administrators, successors and assigns. I hereby consent to the exclusive jurisdiction and venue of the state and federal courts located in Boston, Massachusetts with respect to any claim, suit or action arising in any way out of this instrument or the subject matter thereof.

I understand and agree that if any portion of this document is deemed unenforceable, all other provisions will remain in full force and effect.

I understand and agree that no oral representations or statements by the College or its representatives will effectively alter the acknowledgments, agreements and representations stated above.

I HAVE CAREFULLY REVIEWED THIS DOCUMENT AND I HEREBY CONFIRM MY UNDERSTANDING OF ITS CONTENTS AND AFFIRM MY AGREEMENT TO BE BOUND BY ITS TERMS AS A CONDITION OF MY PARTICIPATION IN THE PROGRAM. I AFFIRM THAT I AM 18 YEARS OF AGE OR OLDER.

Signature: _____ **Date:** _____