



GUIDANCE FOR UNIVERSITY-AFFILIATED EMPLOYEE INTERNATIONAL TRAVEL

(UPDATED JANUARY 20, 2023)

This guidance is effective as of January 20, 2023 and is subject to change.

Recognizing that travel imposes additional risks relative to the spread of COVID-19, Penn State has developed the following guidance for international travel. [Policy TR01](#), International Travel Requirements, applies to all international travel. Requirements at international destinations and within the United States can shift without notice, and Penn State reserves the right to modify its COVID-19 vaccination requirements accordingly.

Vaccination for COVID-19 and Other Infectious Diseases

Penn State strongly recommends that all University-affiliated travelers be [up to date with COVID-19 vaccinations](#) and vaccinations for other infectious diseases. Being up to date with COVID-19 and other vaccinations and boosters reduces the risk of severe disease while abroad, reduces the risk of substantial disruptions to the employee's work due to isolation or quarantine, and reduces costs associated with isolation, quarantine, and medical care abroad. This recommendation aligns with international health guidance and best practices in public health.

Employees traveling internationally on University-affiliated travel may have specific health or vaccination requirements set by their host country or host institution. Employees are strongly advised to research or inquire about the health and safety or vaccination protocol for their specific country or institution.

Note that non-U.S. citizens/non-U.S. immigrants are subject to specific COVID-19 vaccination requirements to enter the United States. So, for Penn State employees who are not U.S. citizens and are traveling internationally on University-affiliated business, it is critical that they review and meet the Centers for Disease Control [entry requirements for the United States](#).

Travel Registration

Employees wishing to travel internationally must register their University-affiliated travel with the Travel Safety Network at least 30 days in advance or as soon as possible once travel is planned. In addition, unit-level pre-COVID travel approval processes should be followed. All employees wishing to travel should first review the [list of restricted countries](#), which is periodically updated and includes countries restricted for security and regulatory reasons. This list will be reviewed periodically and may not be

exhaustive; questions about restricted countries can be directed to the TSN at tsn@psu.edu or 814-863-8788. Additional forms, review and approval are required for travel to restricted countries. Employees must receive approval for travel to restricted countries prior to purchasing airline tickets, hotel accommodations, etc. Arrange any necessary air travel through Anthony Travel, Penn State's preferred travel agency, unless it is not possible to do so. The Global Safety Office (TSN@psu.edu) will continue to assist University-affiliated international travelers and be a resource for any questions about health and safety at your destination(s).

COVID-19 Health and Safety Protocols

Travelers must:

- follow COVID-19 health and safety [precautions](#) before and during travel and consider getting tested as close to the time of departure as possible.
- obtain masks, hand sanitizer, and any PPE that might be necessary in the course of their work while traveling.
- follow all COVID-19 guidelines and requirements of the destination.
- monitor their health and follow COVID-19 health and safety precautions upon returning home. The [CDC recommends](#) that travelers get tested with a viral test 3-5 days after travel and self-monitor for COVID-19 symptoms. Individuals who become ill/symptomatic must stay home and follow the COVID-19 reporting protocols.