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travel advisories for every country in the world. In January 2018 the US State Department introduced a new system for Travel Advisories:

This is the lowest advisory level for safety and security risk.

The students will be asked to sign a _____ The University Health and Counseling Services will then review each student's health record and determine if the student can safely participate in overseas travel.

If the GFU Health Center finds that there is a medical or mental health issue that may impede the student's successful participation in _____

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Priorities: Please understand that even though the family member is allowed to accompany a group, the

Categories of Travelers:

Immediate Family Members: It is possible for spouses and school-age children of an educator group leader to accompany the group while they are studying or serving abroad. If participating in an academic opportunity (such as cross-cultural courses), such family members are not required to take the course for audit or credit. No subsidy for their expenses, however, should come from student tuition or fees, and the University cannot assume additional expense in order to accommodate non-participant individuals accompanying the trip. It is important, however, for the University to be aware of the total roster of family members accompanying an official George Fox group, and to address basic liability, health, and logistical issues.

Younger Children of Group Leaders In most cases it is not advisable for younger children to accompany student groups on credit-bearing international courses or service experiences. The 24-hour demands of delivering academic course work or leading a service group overseas leave little time or energy to tend to the needs of young children. The concern here is that students' access to group leaders not be compromised by competing demands. Requests for special permission should be directed to the appropriate Dean.

Spouses of Trip Leaders: The spouse of a trip leader may also request to accompany the group. It is important that student fees or fundraising not subsidize the travel expenses of the leader's spouse.

It is the responsibility of the group leaders to make sure that all of the travelers have a valid passport and appropriate visas.

Travelers must have an official copy of their birth certificate and one-passport photo. Travelers will need to turn in their applications and show the supporting documentation at one of the official passport offices; the closest office to Newberg is the Dundee Post Office, 279 SW 5th Ave. Dundee (8:00am- 12:30pm M-F, 10:00am-11:30am Saturday). Photos are also available at the Dundee Post Office. Photos can be taken at any place that does passport photos.

Passport applications for U.S. citizens are available online. Detailed instructions and lists of charges are on the passport application, which can be found online (<https://travel.state.gov/content/passports/en/passports.html>).

PLEASE encourage travelers to get this done as soon as possible.

It is the responsibility of the trip leaders to determine the visa requirements for the trip. This can be a frustrating experience as countries continue to change requirements. The ease of obtaining visas run the spectrum of showing up in the airport of the country and obtaining a visa to having to go in person to the country's consulate, typically in San Francisco.

Students should be made aware of any costs associated with obtaining their visa. George Fox has an account with CIBT, a company that helps people obtain visas. Contact the Center for Study Abroad for more information.

This process should be started as soon as possible.
International students who do not have a US passport often need visas to countries that US students

downloaded once you have established an account online. Our policy number is GLMN17929902. There is no deductible so all charges can be submitted to Chubb. It is best to call Chubb prior to seeking medical attention to create a claim if possible. Chubb will also cover up to the first 7 days of a personal deviation from the University sponsored trip.

Period of Coverage Maximum Benefits	\$1,000,000
Maximum Benefit per Injury or Sickneses	\$100,000
Deductible	\$0
Accidental Death & Dismemberment	\$50,000
Repatriation of	

accompanied by men.

This handbook is available on the Google site.

Goals

International travel experiences have been available to students at George Fox University for a number of years.

enough that it is necessary to send the student home. In this case the faculty member must work with the Center for

- d. Obtain medical treatment if needed.
- e. Find a location to “shelter in place” or move students to a safe location as appropriate.

- g. The Study Abroad Office will communicate with the appropriate GFU administrators and the International Risk Management Team.
- h. The Study Abroad Office and the trip leaders will be in communication as the best way to proceed.
- i. Work with the Study Abroad Office to determine what correspondence needs to go to families and other offices on campus.
- j. Once the safety of all students is confirmed the Study Abroad office will contact family members who the student has indicated as their emergency contact.
- k. Notify the closest US Embassy.
- l. Determine if you have adequate food, housing, water and access to medical treatment and for how long.
- m. Consider multiple methods of communication with students and campus since in a crisis situation telephone, cell phone, or electricity may be compromised.
- n. Keep accurate and complete notes for when you file your incident report.
- o. Note any imminent risk to students, advice from US Embassy, curfew or travel restrictions imposed by host city.
- p. Once situation is stabilized – Follow up to ensure continued support.
- q. Work with the Study Abroad Office and the GFU Health and Counseling Center to determine what, if any, emotional support is needed.
- r. Upon return file an incident report with the Center for Study Abroad. Send copy to Campus Public Safety.
- s. If contacted by the media, please refer all requests for interviews the GFU Marketing Communications.
- t. If it is determined that the group must return home, leaders need to work with their travel agent and the Center for Study Abroad office on the arrangements.

Protocol for Sexual Misconduct and Sexual Assault

The following are general guidelines on how to respond to students who are victims of a sexual assault while on one of George Fox University's approved international travel experiences. Leaders will be provided with documentation and support as needed.

A variety of offices at George Fox can provide information on appropriate and compassionate response to a victim of sexual assault, including:

Health and Counseling Center, Woodward House, 503-554-2340
 University Pastors/Spiritual Life Bar

Dating Violence
Stalking
Sexual Exploitation
Harassment & Discrimination
Bias-related incidents & Hate crimes

In the event an incident of sexual misconduct or sexual assault occurs during your supervision of an off-campus trip, you may be called upon to provide assistance, support and appropriate referrals. The following are some steps that administrators and trip leaders should take:

- a. Discuss the issues with students before departing. Make sure at pre-departure orientation the issue of sexual misconduct and sexual assault is addressed. Emergency contact information and other materials should be given to students. This information is included in the Safety Manual.
- b. Keep a current file. All information regarding what to do and who to contact should be kept in an

Health & Counseling Center (Medical & counseling needs) – Woodward House, [503-554-2350](tel:503-554-2350) (8am – 5pm, M-F)

Spiritual Life – Barclay House, [503-554-2320](tel:503-554-2320) (8am – 5pm, M-F)

- i. As soon as possible after a report of a sexual assault, with the consent of the student, call Chubb at the phone number listed on your identification card. Chubb will assist in all cases where a member has been sexually assaulted. All actions taken will be done to maintain the safety, respect, and dignity of the victim, and to guide her/him to medical, legal and counseling resources. Chubb will assist with the following but are not limited to:
 - Helping the member locate the nearest embassy or consulate;
 - Contacting emergency services;
 - Filing a police report and legal recourse;
 - Encouraging the member to seek medical assistance;
 - Advising the member to preserve as much evidence as possible by placing clothing in a paper bag, not drinking, eating, showering, brushing teeth or rinsing mouth;
 - Assisting the member with seeking medical evaluation and treatment; and
 - Offer a referral for post-incident counseling.
- j. Contact closest US Embassy or Consulate.

the tour itinerary are my responsibility regardless of the reason. I further understand that the directors of the program are committed to assisting in any reasonable manner but will encourage independence and self-motivation since they are necessary to the educational purpose of the tour.

All arrangements for travel accommodations and other necessary services are made by the duly appointed faculty and staff of George Fox University with the goal of serving the best interests of the participants. The University shall not be held liable for claims arising from such arrangements and services.

That the University takes no responsibility for any official personal documents that are not in order.

If a person carries contraband across any border, the University will be absolved of any responsibility for such act.

I further understand that the University will not be held responsible for:

Loss, theft, or damage of personal property (including train passes and passports) at any time during the travel-related Study.

Personal injury or illness incurred during the tour including but not limited to injury or illness incurred as a result of riding in any public conveyance (e.g. bus, ship, or aircraft) or as a result of natural disasters, war, or negligence not directly attributable to the gross negligence of George Fox University or its duly appointed employees.

9. I am fully aware of the fact that I am responsible for all of my personal medical needs. I am responsible to have major medical insurance. George Fox University will provide travelers emergency insurance. Further, I am responsible for any costs not covered by the George Fox insurance. The faculty or staff leader of your Juniors Abroad course will provide information about disease risks in the area to be visited. I agree to abide by his/her requirements/recommendations concerning immunizations, oral

Who knows?



Mountain Biking through Hells Gate and optional Gorge hike. Overnight at Hells Gate.

Travel Day with a sk

Course Name: Ecuador

Student Name _____

The following Immunizations/Medications are required for your Juniors Abroad travel. You cannot travel unless you have proof for each of these.

Please initial each immunization/medication that you have acquired.

Tetanus/Diphtheria/Pertusis	
Hepatitis A	
Hepatitis B	
Yellow Fever	
Typhoid	