

## *International Travel Request*

**PRIOR** approval is **required** for **all** travel outside of the United States, including Canada

*Name of Traveler:* \_\_\_\_\_

*Title/Classification:* \_\_\_\_\_

*Event:* \_\_\_\_\_

*Dates of Travel:* \_\_\_\_\_

*Destination:* \_\_\_\_\_

*UI Budget* \_\_\_\_\_ *Budget Title* \_\_\_\_\_

*UI Budget* \_\_\_\_\_ *Budget Title* \_\_\_\_\_

*Source of Funding (if other than UI):* \_\_\_\_\_

*Justification for travel:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Department Head

Date

\_\_\_\_\_  
International Programs Director

Date

\_\_\_\_\_  
Experiment Station Director

Date

\_\_\_\_\_  
Cooperative Extension Director

Date

\_\_\_\_\_  
Academic Programs Director

Date

\_\_\_\_\_  
Dean

Date

***Submit to:*** **International Programs Director**  
**College of Agricultural and Life Sciences**  
**University of Idaho**  
**PO Box 442331**  
**Moscow, ID 83844-2331**  
**FAX: 208-885-6654**

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