

Florida Atlantic University – Division of Research Export Control – International Travel Review Form

NOTE: This International Travel Review Form is not part of an approval process, rather, it serves as the means to help identify and mitigate export compliance “red flags” prior to the commencement of international travel activities. This form is separate from any approval process Florida Atlantic University or any outside agency may require. Once the International Travel Review Form has been submitted to, and reviewed by, the FAU-DOR Export Control Officer, a copy must be maintained in the Principal Investigator’s records for five (5) years after the date of travel. This review form should be submitted to the Export Control Officer at least thirty (30) business days prior to the date of departure. Please note, it can take several months to apply for, and be granted, an export license from a U.S. governing agency.

FAU Traveler’s Information

Principal Investigator	
College and Department	
E-mail and Phone	
Dates of Travel	
FAU Account Number	
Method of Travel	

- 1) To which countries will you be traveling? Please note, travel to embargoed countries (Cuba, Iran, North Korea, Sudan, and Syria) will require an export control license in most instances.

<http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx>

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- 2) Please list the names of all foreign nationals and foreign entities that you intend to interact with while abroad. In the case of international conferences and/or meetings, please provide the name of the conference and/or meeting, its host(s), and its funding institution(s).

Name

Affiliated Organization

3) What is the source of funding for your travel?

4) What is the nature of your travel? (i.e., conduct research, attend a conference, attend a meeting, teach abroad, etc.)

5) Do you plan on presenting at a conference and/or meeting while abroad? If yes, please answer each of the following questions: 1) Is the information that you will be presenting or sharing readily available in the public domain without restriction and/or is the result of fundamental research conducted within the U.S.? 2) Is the conference or meeting considered “open” where participation or attendance is not restricted based on citizenship? Please provide the name of the conference and/or meeting, including the website, if available.

Yes - No -

6) Is there a fully-executed contractual agreement between FAU and an outside entity that encompasses the purpose of this international travel? If yes, please attach the agreement to this review form.

Yes - No -

7) Could the information or items you will be presenting or your activities while abroad be considered a defense service (e.g., assisting in the design, development, engineering, manufacturing, production, assembly, testing, repair, maintenance, modification, operation, demilitarization, destruction, processing, or use of defense articles or be considered military training)?

Yes - No -

8) Do you plan on taking any FAU-owned materials, information, or equipment? If yes, please submit the [International Shipping Review Request](#)

Yes - No -

9) Do you plan on traveling with any “strong-encryption” products that use 56+ bit encryption? If yes, please submit the [International Shipping Review Request](#)

Yes - No -

10) Do you plan on taking any biological or hazardous materials? If yes, please submit the [International Shipping Review Request](#)

Yes - No -

11) Do you plan on taking information, technology, or items subject to export control regulations that are identified on the U.S. Munitions List (USML) or the Commerce Control List (CCL)? If yes, please submit the [International Shipping Review Request](#)

http://www.pmdtc.state.gov/regulations_laws/documents/official_itar/ITAR_Part_121.pdf
<https://www.bis.doc.gov/index.php/regulations/commerce-control-list-ccl>

Yes - No -

Principal Investigator's Certification

I hereby certify that, to the best of my knowledge, the above statements are true, accurate, and complete. I understand that I could be held personally liable if I unlawfully export or disclose export controlled information or technology to foreign nationals without prior approval.

**Florida Atlantic University
Principal Investigator**

By: _____

Name: _____

Title: _____

Date: _____

**Florida Atlantic University
Export Control Officer**

By: _____

Name: _____

Title: _____

Date: _____