

Program Options

Please select program options before continuing.

Select Term * ▼

You must add at least one itinerary in order to submit this form.

+

Cancel

Continue

1. Select Term: Year of Departure

Select Term * ▼

Year of Departure 2022

2. Add Itinerary location and dates, "+" adds a new itinerary line, adding a line to your itinerary allows you to continue

Add Location to Itinerary 🌐 Meknes, Morocco (Africa)	Arrival Date 03/15/2022	Departure Date 03/25/2022	🗑️	+
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Cancel

Continue

3. Click continue, this will take you to your Travel Registration Dashboard

Registration : Travel Information Page (Predeparture)

- Submit Registration -

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #0070c0; color: white;">Registry:</td><td>Faculty/Staff Travel</td></tr> <tr><td style="background-color: #0070c0; color: white;">Term/Year:</td><td>Year of Departure, 2022</td></tr> <tr><td style="background-color: #0070c0; color: white;">Deadline:</td><td>12/31/2022</td></tr> <tr><td style="background-color: #0070c0; color: white;">Travel Dates:</td><td>03/15/2022 - 03/25/2022</td></tr> </table> <p style="color: #0070c0; margin-top: 10px;"><u>Welcome to Your Travel Registration Dashboard!</u></p> <p style="font-size: small;">Please note that you are required, under the UA Interim International Travel Safety and Compliance Policy, to register your upcoming travel at least 30 days prior to departing. *Please Note: you do not need to register international travel that is purely for personal purposes.</p> <p style="font-size: small;">To the right, you will see a series of items for you to complete. Please click on each to see instructions on how to complete it. As you complete each item, the box next to them will be checked off. Once all boxes are checked, you will be able to select the "Submit Registration" button located at the top of this registration screen. If you have not completed everything on the list, you will not be able to submit your registration.</p> <p style="font-size: small;">Should you run into any issues during your registration, please refer to this Registry Guide for Faculty/Staff Power Point presentation. If after reviewing the guide you still have questions, please be in touch with Global Travel and we'll be happy to help.</p> <p style="font-size: small;">You may log in and out as many times as needed to complete your travel registration. To re-access your registration, click on the UA Arizona Travel Registration Homepage and click on "LOGIN" in the upper right-hand side of the screen. When coming to the Register Travel Home Page, your travel registration application will be on the left, titled Faculty/Staff Travel.</p>	Registry:	Faculty/Staff Travel	Term/Year:	Year of Departure, 2022	Deadline:	12/31/2022	Travel Dates:	03/15/2022 - 03/25/2022	<div style="background-color: #0070c0; color: white; padding: 5px;">Required Information</div> <p style="font-size: small;">Complete the Travel Information and submit to finalize your registration. A check mark will appear in the box under COMPLETED once it is submitted.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Title</th> <th style="text-align: center;">Completed</th> </tr> </thead> <tbody> <tr><td>COVID Travel Information</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>Faculty & Staff Travel Information</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>Supplemental Travel Information</td><td style="text-align: center;"><input type="checkbox"/></td></tr> </tbody> </table> <div style="background-color: #0070c0; color: white; padding: 5px; margin-top: 10px;">Forms & Resources</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Title</th> <th style="text-align: center;">Viewed</th> </tr> </thead> <tbody> <tr><td>1) Travel Authorization</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>2) U.S. Department of State STEP Enrollment</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>3) Security Alerts & Emergency Travel Insurance</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>4) Information & Technology Security</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>5) Travel to Higher Risk Locations</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>COVID Travel - Best Practices</td><td style="text-align: center;"><input type="checkbox"/></td></tr> </tbody> </table> <div style="background-color: #0070c0; color: white; padding: 5px; margin-top: 10px;">Itinerary</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #0070c0; color: white;">Meknes, Morocco (Africa)</td></tr> <tr><td style="font-size: small;">Start Date: 03/15/2022</td></tr> <tr><td style="font-size: small;">End Date: 03/25/2022</td></tr> </table>	Title	Completed	COVID Travel Information	<input type="checkbox"/>	Faculty & Staff Travel Information	<input type="checkbox"/>	Supplemental Travel Information	<input type="checkbox"/>	Title	Viewed	1) Travel Authorization	<input type="checkbox"/>	2) U.S. Department of State STEP Enrollment	<input type="checkbox"/>	3) Security Alerts & Emergency Travel Insurance	<input type="checkbox"/>	4) Information & Technology Security	<input type="checkbox"/>	5) Travel to Higher Risk Locations	<input type="checkbox"/>	COVID Travel - Best Practices	<input type="checkbox"/>	Meknes, Morocco (Africa)	Start Date: 03/15/2022	End Date: 03/25/2022
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