

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 Pre-Approval ID #: _____ **Int'l Travel Registration at IPO Completed?**
(Last 6 digits of number beneath submitted pre-approval trip name)

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	Extension Director	Date
_____	_____	_____	_____
Academic Programs Director	Date	Dean	Date

Submit to: **International Programs Director**
College of Agricultural and Life Sciences
University of Idaho
875 Perimeter Drive MS 2331
Moscow, ID 83844-2331
FAX: 208-885-6654