## Western International

## Safety Abroad for Students Checklist

## This checklist is for the use of Western Faculty and Staff who are leading or coordinating any Western-sanctioned student travel abroad.

Instructions:

- Indicate Start Date of Program
- Input student data, including Western ID, First and Last Names
- After requesting and receiving the Certificate of Completion for the FIME Pre-Departure Modules, indicate successful completion with " $\gamma$ " in relevant column, leaving blank those students who have not satisfied this requirement.
- Submit the form to the Safety Abroad Coordinator at Western International within two weeks prior to departure to obtain information regarding the completion of the Travel Registry.
- Updated form will be sent to you indicating students who have not satisfied Western Safety Abroad requirements. Please follow up with students to ensure compliance prior to departure.

Please note: Completion of the FIME Pre-Departure Modules and Travel Registry is mandatory for all Universitysanctioned travel abroad.

If you have any questions, please forward these to Eunice Isidro, Faculty-Led Study Abroad and Safety Abroad Coordinator at eisidro@uwo.ca or ext. x86075.

| Start Date of Program: |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{array}{c}\text { Western } \\ \text { ID }\end{array}$ | First Name | Last Name | $\begin{array}{c}\text { Online } \\ \text { FIME Pre- } \\ \text { Departure } \\ \text { Modules }\end{array}$ | $\begin{array}{c}\text { Travel Registry } \\ \text { Step 1: } \\ \text { Through } \\ \text { Atlas }\end{array}$ |\(\left.\quad \begin{array}{c}Step 2: <br>

Through <br>
ISOS <br>
MyTrips\end{array}\right]\)

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