

Starting with educational period 2 (Monday October 28) the new procedure registration and permission for traveling students will become available. Please share this message with those supervising traveling students.

Integrated process for registration and permission of student travels

We are pleased to announce a new, streamlined procedure for registering and granting permission for student travel as part of their studies. This updated process integrates both registration and permission, and students can now initiate it directly via Osiris. The procedure is faster and more straightforward, providing a clearer overview for everyone involved. Additionally, students, staff, and ICE (In Case of Emergency) contacts will now be better informed about insurance coverage and emergency contacts, ensuring improved communication and safety measures during travel.

To help you familiarize yourself with this new process and broader student travel guidelines, we are organizing two **lunch workshops**. Please register for either November 5th (Leeuwenborch) or November 18th (Forum) at <https://wwb.crs.wur.nl/courses/details/1744/>.

Q&A Student Travel

- **How can the registration and permission process be initiated?**

Students can initiate the process by starting a new case in Osiris. A step-by-step guide is available at [How to Register for Staying Abroad](#).

- **Who grants permission for traveling to green areas?**

For areas with a green travel advisory from the Ministry of Foreign Affairs, no specific permission is required. Once the student registers, the case is finalized in Osiris.

- **Who grants permission for traveling to yellow areas?**

For areas with a yellow travel advisory, both the supervisor and chair holder must approve the request. This approval ensures that all risks have been properly assessed and mitigated. Osiris facilitates the permission process, notifying relevant parties via email to approve the request.

- **Who grants permission for traveling to orange areas?**

Travel to orange advisory areas is only permitted for students in Disaster Studies and requires additional approval from the student triarchy. Osiris also facilitates this process by sending email notifications for approval.

- **Can students travel to red areas?**

No, travel to red advisory areas is strictly prohibited for all students.

- **Where can I find the travel policy?**

The full travel policy is available at [WUR Travel Policy](#).

- **How do I give permission?**

When a student starts the process in Osiris, the supervisor is automatically notified via email to approve the request in Osiris Lecturer. After the supervisor's approval, the chair holder will receive a similar email notification for final approval.

- **Why do students need to register their travels (to green areas)?**

The University has a duty of care for all students traveling as part of their study program. Registration ensures that the necessary permissions are in place, and enables the university to respond promptly to any emergencies or disasters in the area where students are staying. It also helps keep contact and insurance information up to date.

- **What to do in case of emergencies or doubts?**

In case of an emergency or uncertainty, students or supervisors should contact International SOS, which provides 24/7 support for all traveling students, including medical, emotional, or practical assistance. They can also coordinate with WUR safety teams when needed. Contact details can be found at [International SOS Assistance Centers](#).

- **What is the supervisor's role during a student's stay abroad?**

In addition to academic oversight, supervisors play a critical role in monitoring the well-being of students abroad. Supervisors are expected to discuss potential risks with the student before departure, maintain regular contact throughout the stay and check how the student experienced the travel after their return.

- **How are students prepared for their stay abroad?**

After registering in Osiris, students are automatically enrolled in an online travel safety course, which includes creating a risk assessment. For those traveling to areas with a yellow advisory, a four-hour workshop is organized. Students traveling to orange areas must attend a HEAT course, funded by the chair group. The supervisor and chair holder will determine whether these workshops are a requirement for permission.

- **Is there more information on student travels?**

We have a website on [Preparation for travel abroad](#) with all kind of information regarding traveling as part of a study program. Als feel free to send any questions to ssc@wur.nl