Explanation management Travel policy Wageningen University & Research: students

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Students of Wageningen University & Research who, in the context of their studies, want to travel to a region/area that the Ministry of Foreign Affairs considers a risk area, need explicit permission for this from the university. The procedure results in that the student is well prepared for the trip and took a closer look into aspects of health and safety in a broad perspective. International students who, in the context of their studies, are travelling to their home country also have to ask for permission.

For an overview of the codes for risky areas, visit: <https://www.nederlandwereldwijd.nl/reizen/reisadviezen>

Students are NEVER granted permission to participate in *free electives* at a foreign institution in a risky area, because of the lack of a WU course supervisor on site. Exceptions to this are trips to *code yellow* areas, which occur in the context of formal exchange programmes of Wageningen University.

Students are also not granted permission to travel to or stay in *code red* or *code orange* areas.Students requests to go to a *code orange* area will only be considered if they are for an MSc Disaster Studies internship or thesis. For such request, a hardship clause applies.

For requests to *code yellow* areas (and for Disaster Studies to *code orange* areas), the student must submit a request together with their course supervisor, via a questionnaire developed for this.

The questionnaire also acts as a checklist with regard to (mandatory) precautions to be taken: travelling together with a student who is familiar with the area, (additional WUR) insurance, safety training, registration in *Kompas* (Foreign Affairs), and vaccinations.

Requests for code yellow are successively reviewed by the professor and the management of the Sciences Group. In principle, the management decides on this matter. Requests for code orange may be sent by the management to the advisory committee (‘triarchy’ [Huub.Loffler@wur.nl](mailto:Huub.Loffler@wur.nl)) and potentially by te committee to the Executive Board. See process scheme.

The course supervisor and education contact person of the chair group/Team Exchange make sure to be aware of the student's travel and accommodation information, even if it does not concern a risky area.

The course supervisor is the contact person for the student and - in case of (personal) emergencies - for the professor too. In such cases, the professor will inform the management , which will inform the WUR spokesperson and safety officer. The course supervisor can make a suggestion regarding the return of the student. The management will initiate possible measures in regard to the student as well as those at home. In the case of exchange students, the exchange coordinator will act as the contact person and will be in charge in the event of a possible return.