

Dear Faculty & Staff,

The purpose of this message is to provide important information to faculty and staff about travel in light of the outbreak of COVID-19 (also known as Coronavirus). The University Wellness Center, the Office of Risk Management, and the Office of Global Citizenship continue to closely monitor the outbreak. Our greatest concern is the safety and well-being of our students, faculty, and staff.

Please read below for important information about University-sponsored travel, general travel recommendations, and a request to register your upcoming international and domestic travel.

University-Sponsored Travel

Please be advised that the University will not approve or fund travel by students, faculty, or staff to countries for which a Centers for Disease Control (CDC) level 3 travel warning or the State Department level 3 or 4 advisory is in effect.

At this time, the CDC has issued a level 3 warning (avoid nonessential travel) for China, South Korea, Italy, and Iran. The situation, however, is dynamic, and other countries around the world may be categorized as level three in the coming weeks and months. We encourage you to monitor the conditions of potential travel destinations on the [State Department Travel Advisory webpage](#) and on the [Centers for Disease Control Travel Health Notices webpage](#).

General Travel Recommendations

Whether you are planning a personal or University-related trip, be aware of the health risks of travel. Consult the CDC and State Department Travel Advisories for information on travel locations. Continue to monitor the situation in your destination throughout your trip, as conditions may change abruptly.

Please be aware that reentry into the United States after international travel may be complicated by outbreak response, including flight cancellations and quarantines. Travel restrictions may cause particular difficulty for non-U.S. citizens.

Upon your return to Sewanee, if you experience virus symptoms and have traveled to an area of concern either abroad or in the United States, please call and alert the healthcare facility of your choice *prior to arriving at the facility*. Calling ahead will allow for telephone triage, giving any health care facility the ability to give you the best care while also protecting the community.

More information about COVID-19, including virus symptoms, prevention measures, and what to do if you suspect you have been exposed to the virus, is available on the webpage of the [University Wellness Center](#).

Register Your Travel Plans

We strongly encourage all faculty and staff who are planning to travel this semester to share your travel plans by completing the [Travel Registry form](#). This information will help us assess safety risks and target communications. You may receive another request to register your summer travel.

Thank you for taking care of your health and the health of our community.

Sincerely,

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