Foreign Travel Export Control Form

To ensure that the University is in compliance with federal and state guidelines regarding export control, all faculty, staff, and students traveling outside of the U.S. must contact the Export Control Officer (ECO) for an evaluation at the initial processing of the Travel Authorization Request. If an export license is required, it must be in place prior to travel. Please refer to the University of Arkansas Fayetteville Export Control Compliance Policies and Procedures 206.7 for additional guidance.

1. Will you be taking University-owned equipment or technical data? *

    Yes

    No

    If yes, please describe in detail the equipment and/or technical data you will be taking abroad:

2. Will you be accessing any regulated data during the course of your travel? *

    Yes

    No

    If yes, please describe the applicable regulations (e.g., EAR, ITAR, HIPAA, CCPA, FERPA, etc.):

3. Is this travel part of your contractual obligations for sponsored research where the Sponsor or Prime is a government agency?

    Yes

    No

    If Yes, please include the name of the agency and award ID:

Please note the following best practices when traveling to a foreign country:

- No export-controlled data or technology is to be accessed while traveling without an export license or other government authorization obtained through the University's Export Control Officer in advance of travel.
- No information that is not published should be shared with any individuals who are not part of the project team.
- Always use the University's Virtual Private Network when conducting any University business from any device.
- As a best practice, it is recommended a backup of any device you take with you be made before you travel. For example, if you are obligated to obtain a SIM card for the country you are visiting in order to utilize your device, it is recommended that you do a device reset to factory default settings when you return to ensure the device has not been contaminated with spyware, malware, or other malicious code.
- No University equipment may be taken to any country that appears on the U.S. Department of Defense list of proscribed countries. Nor may any export-controlled data be accessed from within those countries. A license or other government authorization must be obtained through the University's Export Control Officer in advance of travel.