**Request exemption from negative travel advice (code orange)**

**for internship or study abroad**

This form must be completed if you wish to request permission to travel to an area with a code orange travel advice for study or an internship. Utrecht University's policy is that travel to an area with code orange is only permitted in exceptional cases. Only the Faculty Board can give permission for this. The request for exemption should be submitted to the Director of Education.

Criteria on the basis of which an exception can be granted are:

* A student is already abroad and has found an internship nearby. This does not involve any international travel. Mainly this concerns international students.
* There remains very limited space for other exceptions. This is only possible if it concerns an obligatory part of the study, for which there is no alternative and, in opinion of Utrecht University, there are sufficient guarantees that safety and health are assured. If, for example, an internship/study activity can also be done in the Netherlands, no exception can be granted. There must be no other internship/study activity possible than the internship/study activity abroad.

Mail this (completed) form to the Director of Education of your study programme:

* Department of Language, Literature and Communication: onderwijsdirecteurenTLC.gw@uu.nl
* Department of History and Art History: gw.gkg.owdirecteurgk@uu.nl
* Department of Media and Culture Studies:gw.owdirecteurmcw@uu.nl
* Department of Philosophy and Religious Studies: OnderwijsdirecteurFenR.gw@uu.nl
* Liberal Arts and Sciences: gw.owdirecteurla@uu.nl
1. Name student
2. Student number
3. Study programme
4. Country of destination
5. If you are at your destination already:
	1. For how long have you already been at your destination?
	2. What is the reason that you are there already?
6. What is the purpose of your stay abroad? (e.g. internship/research/exchange/summer school)
7. In case of an internship abroad, who is your internship tutor at our Faculty of Humanities?
8. Is this activity a required part of the study programme? Yes / No
9. Is there a possible alternative for this activity in the Netherlands? Yes / No
10. Is it necessary that the activity takes place now (rather than next semester/year)? Yes / No
11. What are the measures at the organisation/institute to guarantee your safety?
12. What kind of travel is involved in the country of destination (including commuting to and from work) and what are the risks involved?
13. Please provide a summary of the activities you intend to carry out abroad: