



TO: Provost's Office  
WA 112 or provost@cmich.edu

FROM:

DATE:

SUBJECT: Request for Approval of International Travel

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Name of Traveler(s):

Destination(s):

Travel Dates / Duration:

Date(s) of Event:

Purpose of Travel:

Source(s) of Funding:

Recurring Trip:  No  Yes

If recurring trip, please describe frequency and purpose(s) of trip(s):

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Approvals:

Department Chair:

Date:

College Dean:

Date:

Provost's Office:

Date: