

**Heard, Julia**

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**From:** Office of the MSU Provost  
**Sent:** Wednesday, May 19, 2021 9:01 AM  
**Subject:** MSU-related Travel Update



Dear Deans, Department Heads and Directors:

Given the recent sunset of the Healthy Montana University System (MUS) Planning Guidelines related to COVID-19 campus safety protocols, the Montana State University processes for university-related travel need to be updated. Specifically, the following updates are effective immediately:

- **MSU International Travel:** University-related travel to countries designated in the Level IV category by the Centers for Disease Control (CDC) is prohibited in accordance with the recent MUS directive. MSU will continue the requirement of Provost and/or VP-level review of international travel through the process outlined by the Office of International Programs for proposed travel to other countries (CDC designation Level I-III). See following link for additional details:
  - <https://www.montana.edu/international/studyabroad/healthandsafety.html>
- **MSU Domestic Travel:** University-related travel within the United States returns to the pre-pandemic process. MSU no longer requires travelers to submit the “*Faculty Pre-Travel Authorization for University-Affiliated Essential Domestic Travel Form.*” Effective immediately, the previously established MSU process for domestic travel requires only supervisor approval through the *Chrome River* process. See the following link for additional details on the *Chrome River* travel form and process:
  - <https://www.montana.edu/ubs/>

Thank you for your continued leadership through these unprecedented times and transitions. -Please reach out if you have any concerns or questions.

Best regards,

A handwritten signature in blue ink that reads 'R. Mokwa'.

Robert Mokwa, MSU Provost & Executive Vice President

A handwritten signature in blue ink that reads "Jason Carter". The signature is fluid and cursive, with the first name "Jason" and the last name "Carter" clearly distinguishable.

Jason Carter, MSU Vice President of Research, Economic Development & Graduate Education

Office of the Executive Vice President for Academic Affairs and Provost  
Montana Hall | P.O. Box 172560 | Bozeman, MT 59717-2560  
[www.montana.edu](http://www.montana.edu) | [provost@montana.edu](mailto:provost@montana.edu) | 406-994-4371