



**FACULTY-LED TRAVEL  
REQUEST FOR PERMISSION TO PLAN**  
<http://www.liu.edu/Study-Abroad/Faculty>

**FACULTY INFORMATION**

Name of faculty member: \_\_\_\_\_

Department: \_\_\_\_\_ School: \_\_\_\_\_

Campus: \_\_\_\_\_

Brief Description of Foreign Study Program:

Faculty Expertise Relevant to Proposed:

**COURSE INFORMATION**

Name of course: \_\_\_\_\_

Course number: \_\_\_\_\_

Catalogue description:

Course type (check all that apply):

- |                                        |                                                                  |
|----------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Undergraduate | <input type="checkbox"/> Brooklyn Core Requirement               |
| <input type="checkbox"/> Graduate      | <input type="checkbox"/> Post Core Requirement                   |
| <input type="checkbox"/> Core          | <input type="checkbox"/> Major <input type="checkbox"/> Elective |

Brief description of student academic activities, excursions and experiences:

Student learning outcomes relative to travel:

Optimal student enrollment: \_\_\_\_\_

Maximum student enrollment: \_\_\_\_\_

**TRAVEL INFORMATION**

Destination City and Country: \_\_\_\_\_

Excursions: \_\_\_\_\_

Do you have firsthand knowledge of location(s) and/or in-country contacts?      Yes      No

If yes, please describe briefly.

Approximate travel dates: \_\_\_\_\_

Nature of student lodging:

Hotels      Home stay      Dormitory      Other \_\_\_\_\_

Indicate function of anticipated 3<sup>rd</sup> party providers (facilitators, agents, companies, etc.):

**STUDENT REQUIREMENTS**

Prerequisites: \_\_\_\_\_

Restrictions by major/school/campus: \_\_\_\_\_

**ADDITIONAL CONSIDERATIONS**

Faculty should present the proposal to the chair and dean of the department for approval and then forward the approved proposal to Duleep Deosthale, Dean of LIU Global and Global Academic Programs ([duleep.deosthale@liu.edu](mailto:duleep.deosthale@liu.edu)).

Chair's Approval:

Yes                      No

Dean's Approval:

Yes                      No