**Destination Country Change Amendment Form**

This form should be used when a faculty or staff member is **intending to change the destination country/ies for an existing, active program that has been previously approved/reauthorized by OSAC**. This is assuming that all other major elements of the program (e.g. model/structure, associated course, faculty leader, learning outcomes, etc.) remain the same; only the destination country would change. This document should be submitted via the iAbroad portal. Any questions should be submitted to overseas@iu.edu.

**A. Basic Description**

Include name of IU faculty leader, program name, associated course, and intended change to destination country. Include when this program was last reauthorized by OSAC.

**B. Activity Abroad**

Briefly describe the activities of the program and provide an itinerary if traveling to more than one location within the new destination country.

**C. Support Services Abroad**

Who will address students’ logistical, academic, personal, medical, and emergency concerns?

**D. Health, Safety and Security Plan**

Review the Country Specific Information Sheet(s) for your destination(s) at the [Web site of the U.S. Department of State](https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages.html) and the Health Information for Travelers of the [Centers for Disease Control](https://wwwnc.cdc.gov/travel). All programs must explicitly address health, safety, and security for their program, including how related situations would be handled if/when they arise. This can be done by **submitting the** [**IU Education Abroad Health, Safety & Security Plan**](https://overseas.iu.edu/docs/forms/HSS_Plan.doc). Plans are also filed with the head of the department administering the program so that these officials are aware of the details. Programs sponsored by a regional campus will also submit this form to the assigned [campus coordinator](https://overseas.iu.edu/about/campus-coordinators/index.html).

**Note**: Except in special circumstances, Indiana University will not offer or support study abroad in countries that are under a State Department Level 3 Travel Advisory. (No exemptions will be considered for Level 4 countries or “do not travel” regions of countries under other levels.) Request for exemptions based on "special circumstances" are evaluated on a program-by-program basis through a [process established by the Safety and Responsibility Committee of the system-wide Overseas Study Advisory Council (OSAC)](https://overseas.iu.edu/policies/safety-responsibility/travel-warnings.html). The Committee has the authority to make the final decision on such requests from program organizers.

**E. Supplementary Activities**

Describe any supplementary activities and how they complement the program objectives.

**F. Room and Board**

Describe student housing accommodations and meal arrangements. Note: Indiana University requires that sleeping arrangements provide for a separate bed for each program participant.

**Institutional Policies:**  All educational activities abroad must follow Indiana University policies, including, but not limited to, [Research with Human Subjects](https://policies.iu.edu/policies/rp-11-004-research-human-subjects/index.html), [Programs Involving Children](https://overseas.iu.edu/policies/safety-responsibility/pic.html), and [Snorkeling and SCUBA Diving](https://policies.iu.edu/policies/ps-ehs-08-snorkeling-scuba-diving/index.html).