

Columbia College, Engineering, and General Studies Students

All students of Columbia College, Columbia Engineering and the School of General Studies traveling outside of the 50 U.S. states on Columbia Travel must abide by all requirements of the [Undergraduate International Travel Policy](#)

1. Log into the [Undergraduate Travel Web App](#)
2. Select "Request School Sponsorship"
3. Click "Begin School Sponsorship Request"
4. Select "SEE-U Jordan" from the drop down list
5. Fill out all remaining fields. If you are not taking a side trip, please leave that section blank
6. Click "Submit Travel Sponsorship Application"

Once you have submitted your application, it will be reviewed. After that review, you will receive an email stating the decision on your School Sponsorship application and directions to complete any remaining required steps. They are:

- Log back into the [Undergraduate Travel Web App](#)
 1. Sign the Travel Risk Waiver
 2. Complete the Pre-Departure Orientation
 3. Certify you will have health insurance coverage while abroad
 4. Click on the link for [ISOS](#) within the web app. If you don't have one already, create a profile in ISOS and add your travel details, including departure flight, return flight and accommodation.

Undergraduates of CC, SEAS, and GS who do not complete all steps of the Undergraduate Travel Policy prior to departure will be referred to the office of [Student Conduct and Community Standards](#) for additional Deans Disciplinary action.

Barnard Students

Undergraduates from Barnard College traveling outside of the 50 U.S. states on Columbia Travel must abide by the [University policy](#) requirements as well as any additional requirements as determined by their home school.

1. [Register the details of your travel \(including departure flights, return flights, accommodations and side trips\)](#) through the University's international travel assistance service, International SOS (ISOS).
2. Ensure that, while abroad, you will be covered by a health insurance policy that also provides coverage outside the United States for routine, urgent and emergency care.