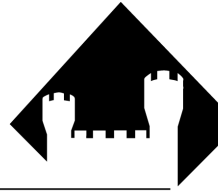


# Study Abroad



EASTERN ILLINOIS UNIVERSITY™

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## Faculty Emergency Contact Form

Collecting emergency contact information for all study abroad programs is a vital part of the University's crisis management plan. Providing this information to OSA prior to departure is the responsibility of faculty directors.

Please fill out this form completely and attach the following items (staple this form and all of these items together):

- Group flight/travel itineraries
- One copy of each faculty director's passport

Have you attended the *Responsible Study Abroad Seminar*:  Yes  No

If No, please explain:

### 1. Name and location of program:

### 2. Program leader(s) and US contact information:

a. Name:	Office Phone #:	Home Phone #:	Cell Phone #:
b. Name:	Office Phone #:	Home Phone #:	Cell Phone #:

### 3. Program departure/return dates:

### 4. Faculty phone numbers (including "011+country code")

- a. Cellular phone (required) international:
- b. Land line (if available; required if no cellular phone given above):
- c. Alternative on-site contact number (if available):
- d. Email address (if available):

### 5. US contact information (someone in your department to contact in case of an emergency)

a. Name:	Office Phone #:	Home Phone #:	Cell Phone #:
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### 6. Contact information abroad (please list separate entries if traveling to multiple locations)

- a. Country, City:
- b. Dates in this location:
- c. Residence name (if applicable):
- d. Name of on-site contact (if available; if this person answering is not likely to speak English, what language?):
- e. Address:
- f. Phone # for on-site contact including "011 + country code" (if available):
- g. Fax # for on-site contact including "011 + country code" (if available):
- h. Email address for on-site contact (if available):

- a. Country, City:
- b. Dates in this location:
- c. Residence name (if applicable):
- d. Name of on-site contact (if available; if this person answering is not likely to speak English, what language?):
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