#1: Proposed Destination

Waiver Request Submitted By
Name: John Doe
Affiliated Department or Student Group: MSU Department of History
Email Address: johndoe@msu.edu
Telephone: (517)-XXX-XXXX

Proposed Destination
City: Enugu and Lagos
Country: Nigeria

Travel Dates
Date of Departure: 11/19/2018
Date of Return: 12/07/2018

Will you be traveling to more than one destination? If so, please list these destinations and relevant travel dates.
City/Country: Enugu, Nigeria
Dates of Stay: 11/19/2018 – 12/03/2018

City/Country: Lagos, Nigeria
Dates of stay: 12/03/2018 – 12/07/2018

Type of Travel / Type of Student Group
Research, Conference Attendance

Traveler/Group Leader Status
Graduate Student - PhD-level

Number of Travelers
One

Please list all MSU persons that will be traveling with you
None

On-Site Emergency Contact Information (Name, Email, Telephone)
In the event of an emergency, this person will act as the primary contact person for MSU. The telephone number and email address submitted must function while abroad.

Typically, individual student travelers will enter their own contact information. Student groups traveling with an MSU advisor should enter that advisor’s contact information. Groups traveling independently should identify a student leader and enter that person’s contact information.

My U.S. cell phone will be functional while in Nigeria. I may be contacted by phone call, text message, or WhatsApp (WhatsApp preferred). I will also check my MSU email address daily.
517-XXX-XXXX (cell phone)
joindoe@msu.edu

Emergency contact in Enugu:
Professor Achebe, National Archives Chief Reference Librarian
011-234-XX-XXXX-XXXX (cell phone)
achebe@sampleemail.com

Emergency Contact in Lagos:
ABC Organization: 011-234-XXX-XXXX (main office)
conference@samplemail.com

#2: Reason for Travel

Describe the reason you are traveling
The first part of my trip will be spent in Enugu, Nigeria, where I will be conducting pre-dissertation research in the National Archives of Enugu. The last five days of my trip will be spent in Lagos, Nigeria, where I will be attending and presenting at the “Annual ABC Organization Conference.”

Is your travel funded, in whole or in part, by MSU?
MSU Grants and Research

#3: Local Support

If you will be working with any local partners, please describe them and their in-country experience.

While in Enugu:

Professor Achebe
Department of National Archives of Nigeria
Enugu, Enugu State, Nigeria

Professor Achebe is native to Enugu, Nigeria and will be working closely with me during my stay. He has offered to show me around the city when I arrive so that I may become familiar with my surroundings, where to purchase groceries and other necessities etc. I became acquainted with Professor Achebe through my MSU advisor who has worked extensively in Nigeria for 20+ years.

While in Lagos:

I am in close communication with the conference organizers at the ABC Organization. They have offered detailed information on safety tips for conference attendees, suggested restaurants etc. More information about the conference may be found online: [insert URL].

#4: Traveler(s) Experience

Describe your or your group’s experience traveling to the proposed destination or to a similar destination.
I have extensive international travel experience both academically and personally, particularly in Africa. As an undergraduate student, I participated in a semester-long study abroad program in Morocco. Since beginning my PhD, I have conducted 3 months of research in Tanzania.

My other international travel experience includes a backpacking trip through Europe and personal trips to Singapore, Malaysia, and Thailand.

#5: Accommodations

List all accommodations you will be staying in while abroad.
City/Country: Enugu, Nigeria
Name: Neocourts Hotel
Address: 3,5 Byron Onyeama Close, off Chime Avenue, New Haven, Enugu
Type: Hotel
Dates of Stay: 11/19/2018 – 12/03/2018

City/Country: Lagos, Nigeria
Name: Sheraton Lagos Hotel
Address: 30 Mobolaji Bank Anthony Way, Lagos, Nigeria
Type: Hotel
Dates of stay: 12/03/2018 – 12/07/2018

#6: Activities

Describe the activities – both academic and recreational – that you/your group will be undertaking while abroad.

The majority of my trip will be spent in Enugu, Nigeria, where I will be conducting research in the National Archives of Enugu. I will also allocate time on the weekends for site-seeing. In my free time, I plan to visit the National Museum of Unity and the Ugwueme and Udi Hills upon Professor Achebe’s recommendation. I do not plan to travel outside of Enugu while working there.

The last five days of my trip will be spent in Lagos, Nigeria, where I have been invited to give a conference presentation related to my dissertation. I plan to attend social events planned by the conference organizers such as a dinner at a local restaurant and reception at the University of Lagos. However, I do not plan additional recreational activities during this time.

#7: Plans to Address Travel Warning

Describe how you will mitigate any health, safety, and security concerns identified in the relevant U.S. Department of State Travel Warning and any relevant Centers for Disease Control and Prevention (CDC) Travel Health Notices.

I thoroughly reviewed the Department of State’s information regarding travel to Nigeria. The Department of State advises that terrorist incidents have occurred in the northern states of Adamawa, Bauchi, Gombe, Jigawa, Kano, and Yobe – and especially Borno. Enugu and Lagos are situated in the southeastern region of the country and I will not be traveling outside of this area into the northern states.
I am aware of the higher crime rates in Lagos. I will therefore remain vigilant of my surroundings, stay closely connected with my local hosts, and will employ personal security strategies that have worked for me during my previous travels such as avoiding overt displays of wealth, not traveling alone at night, not keeping all cash and valuables in the same place etc. I am aware that I should not use ATMs especially in Lagos and plan to exchange currency only at my hotel. I will avoid any protests or demonstrations should they arise during my time in Enugu or Lagos.

I will carry emergency contact information with me including the MSU 24/7 International Emergency Assistance Line, contact numbers for my hosts, and the emergency phone number for the U.S. Consulate. I have also already enrolled in the U.S. Department of State Smart Traveler Enrollment Program (STEP) so that I can monitor security messages issued by the U.S. Embassy in Abuja and the U.S. Consulate in Lagos. English is widely spoken in Nigeria and therefore I do not anticipate difficulty communicating.

Per the U.S. Department of State advice, I will not use public transportation during my time in Nigeria. I will be flying in to Lagos’ Murtala Muhammed International Airport and immediately connecting to a domestic flight to Enugu. I will be greeted at the airport by a private driver and guide who has worked with Professor Achebe and my MSU advisor for many years. The private driver is employed by XYZ Transportation Company which has provided us with proof that they are a licensed, insured, and bonded company. The driver has 10+ years of experience in transportation and his cars are well-maintained and equipped with seat belts. I will be transported directly to my hotel upon arrival. Most days I will travel to and from my hotel and the National Archives with Professor Achebe. On days when Professor Achebe is unavailable, the private driver will be available for transportation. We will not travel after darkness.

To attend the conference in Lagos, I will fly back to the Murtala Muhammed International Airport where I will be greeted by conference organizers who have arranged transportation for the entirety of my stay in Lagos. On my final day in Lagos, I will have transported to the airport provided by the conference.

Per CDC recommendations, I have ensured I am up-to-date on my vaccines. I received my Yellow Fever vaccine, typhoid vaccine and plan to bring documented proof of my polio vaccination. I have an appointment with the MSU Travel Clinic to further discuss my health needs including malaria medication. While in Nigeria, I will only drink bottled water or water that has been boiled.

Given my experience traveling internationally, significant local contacts, and the steps I am taking to protect my personal safety, I believe that I am well-equipped to undertake this international trip. Please do not hesitate to contact me if you have any questions or concerns.