**DISCLAIMER**

**Students going abroad in 2023/2024**

This Disclaimer is important to raise the students awareness of the risks they take when planning on going abroad as part of their TU Delft study programme. This applies to students going on an exchange programme or to students doing an internship, thesis, research project, field work or Multi-disciplinary project abroad.

Read this carefully to help you prepare for your time abroad.

**Before your departure**

**Travel safety training**

* Going abroad, might bring risks that you didn't expect in advance. To effectively prepare you for these unexpected situations the university organises travel safety training. TU Delft Executive Board policy states students must follow this training programme once every two years otherwise you are not permitted to travel abroad as part of your study programme. You must register and attend the [TU Delft Travel Safety Training](https://www.tudelft.nl/en/student/study-and-career/study-internship-abroad/safety-insurance-medical-services) before you depart. The topics covered in the training are: safety and security & the TU Delft S&S travel policy, focus on special risks, preparation and measures, tips on handling incidents and focus on special incidents. This training will be offered online and registration instructions are provided [here](https://www.tudelft.nl/en/student/study-and-career/study-internship-abroad/safety-insurance-medical-services).

**Stay Abroad registration in Osiris**

* You must register your stay abroad in [MyTUDelft](http://my.tudelft.nl/) so that TU Delft knows where you are in the event of an emergency and as a result of this, the stay will be covered by the free TU Delft travel insurance You are asked to sign up for the information service of the **Dutch Ministry of Foreign Affairs** from the moment you decide to go abroad and to receive travel advice updates. In addition, once abroad, you should register with the Dutch embassy in the host country via the same information service, this way the embassy is aware of Dutch nationals currently in their country. If you have a different nationality, you should register with the embassy of your respective home country.

**Study Programme**

* Despite the changes in Covid-19 regulations worldwide, there is no absolute certainty, and we cannot exclude, that your study/internship period abroad could be cancelled by the host university/organisation. Should this happen, we recommend that you have a plan B.
* If you are going on an exchange programme, familiarize yourself with the range of [minors](https://www.tudelft.nl/en/education/programmes/minors) on offer and the application procedures. If you later decide to cancel your stay abroad due to Covid-19 or a force majeure, you can see if it is still possible to register for another thematic minor. Be aware that you cannot register for a thematic minor if you are still linked to an exchange minor in your examination programme in the same academic year. You must contact your Faculty exchange coordinator should you cancel your exchange, they need to administer this change in Osiris. In order to prevent study delay, all students can compose their own free minor themselves, should they not be placed for a thematic minor.
* If you are going abroad for an internship/training/project, discuss plan B possibilities with your faculty internship coordinator/supervisor should any changes occur.

**Practical matters**

* We recommend you wait as long as possible before making practical and financial arrangements, as there are usually no reimbursements/refunds made by the host university/organisation. Additionally. when booking any tickets, we encourage you to select rebookable/refundable tickets, as the situation may change.
* Student housing is at an all-time low, in and around Delft. Would you consider subletting your accommodation to an incoming student? If you are interested, please contact the housing department via email (Contactcentre-esa@tudelft.nl)
* Communicate your travel plans with family and/or friends. Prepare emergency contact details and copies of important documents.
* If you receive a scholarship, your physical presence in the host country is required for the whole period abroad. You must receive EC’s for your study programme abroad. Virtual mobility from the Netherlands or your home country is not an option. If your plans change contact the Mobility Team at ESA.

**Insurance:**

* The TU Delft travel insurance covers travel to countries with green and yellow travel advice. If claims are made in relation to Covid-19, the insurance will examine on a case-by-case basis whether there is cover, including the following points: has the student taken sufficient measures to prevent or minimize the medical risks, for example adherence to the rules of the (local) governments and agencies, for example wearing face coverings in public spaces.
* In the event that TU Delft travel insurance does not provide cover, all costs related to your stay abroad (for example any costs in the event of repatriation) are at your own expense An Application can be made by registering your stay abroad in Osiris. Please ensure you read the [TU Delft Travel Insurance](https://www.tudelft.nl/en/student/study-and-career/study-internship-abroad/safety-insurance-medical-services) thoroughly, you may wish to purchase an additional insurance.

**Travel:**

* Based on the travel advice of the [Dutch Government and the colour coded guidance](https://www.nederlandwereldwijd.nl/reisadvies), TU Delft permits students to travel to green and yellow coded countries for their study programme. Not Orange or Red.

**Orange and red coded countries** mean that there are additional risks such as;

* Rates of COVID-19 infections
* An entry ban on travel from the Netherlands
* A national disaster (i.e. volcano eruption/ earthquake risk)
* Risk of terrorism and/or kidnapping.
* A life-threatening situation due to very serious safety risks.

Countries can have multiple colors. You are not allowed to travel to yellow areas through orange and red areas. You must always arrange a direct flight or connection from a green/yellow area to a green/yellow area.

* If, prior to departure, the travel status of the destination changes to orange or red, the approval to participate in the (Erasmus+) exchange/internship programme will be automatically withdrawn. TU Delft will reclaim your scholarship (if you have applied for it).
* If you decide to go to an orange or red coded country, you will no longer be eligible for study credits (ECTS), your stay abroad will not be mentioned on your transcript of records and you will not be eligible for funding. If going abroad for an exchange programme, the partner university will be contacted to notify them of the cancellation of your study exchange programme.
* Travel to the host country will be, as usual, dependent on any restrictions and regulations in place at the host.
* Get the right vaccinations: before you leave, check what [vaccinations](https://www.netherlandsworldwide.nl/travel-abroad/vaccinations) you need. Some countries won't let you enter without the proper vaccinations. If you are on medication, check if a certificate is required to take that medication with you. You can download the [app](https://www.ggdreisvaccinaties.nl/app-ggd-reist-mee-en-reisapp-van-buzadouane) from the GGD to help you. Then you'll know what to do in case of illness or medical problems.

**Arrival at Host Country:**

* Your physical presence in the host country is required for the whole duration of your stay abroad because TU Delft believes that this contributes most to the acquisition of intercultural competences. It is allowed to attend virtually in the host country.
* In order to remain eligible for the Erasmus+ scholarship (if applicable) your physical stay at the Host University/Organisation must be at least 2 months (60 days). You must receive EC’s for your study programme abroad.
* In the event of an unexpected change of colour code from green/yellow to orange/red, during your stay abroad, TU Delft strongly advises you to check whether your stay abroad is really necessary and whether there are options to go home.
* If you become infected with Covid-19 during your stay abroad, you should take into account that you may not be able to travel back to the Netherlands by plane, international train, or bus. The extra costs incurred for an extended stay are your own responsibility.
	+ Should you be **unable to return** to the Netherlands, you need to ensure you have safe accommodation, stay informed of local and national developments, and inform the faculty exchange coordinator of any changes to your plans. You may have taken out extra travel insurance yourself. Check your travel insurance policy to clearly understand what the consequences of not leaving are for your insurance coverage.
* Should you **decide to remain** where you are, you therefore confirm you are aware of the risks involved regarding travel, finance, insurance, and the possible study consequences of your decision. In order to remain eligible for the Erasmus+ scholarship your physical stay at the host institution must be at least 2 months (60 days).
* Should you **decide to return** to the Netherlands, inform your host exchange coordinator/host supervisor/organisation and your faculty exchange/internship coordinator. If you have an Erasmus + scholarship, send an email to erasmusgrant@tudelft.nl informing them of your decision. If you receive a different TU Delft scholarship contact outgoingglobal-esa@tudelft.nl
* Travel is at your own risk. In the event of a lock down, the Dutch government will not repatriate Dutch nationals. The TU travel insurance has an exclusion clause for these situations.
* All other possible consequences are at your own risk, for example the consequences for your study progress, if you fail to return on time for (other) educational obligations.

**In the event of an Emergency**

In the event of an emergency or incident during your stay abroad:

* In life threatening situations always contact the local emergency services first.
* Call the emergency number of the insurance company Chartis (AIG) + 31 10 4535656 and have the TU Delft travel insurance policy number ready: 60.10.4117
* Call the 24/7 BZ Information Service emergency number +31 247 247 247
* Inform the TU Delft control room: +31 15 278 8888
* Inform your parents and local supervisor
* Inform your TU Delft supervisor and/or your faculty international office

**By accepting your offer of admission/placement at the host institution you confirm the following:**

* You have read and understood the information provided above.
* You agree to bear any financial, health and academic risks associated with your stay abroad.
* You will send this signed form to your faculty exchange coordinator/internship coordinator before your departure
* You will register your stay in [Osiris Stay abroad / Buitenland](https://osistud.tudelft.nl/osiris_student/StartPagina.do)
* You will keep your faculty exchange/internship coordinator informed of any changes to your stay

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| --- | --- |
| **Name** |  |
| **Date** |  |
| **Signature** |  |

Sign and send it to your [Faculty exchange/internship coordinator](https://www.tudelft.nl/en/student/study-and-career/study-internship-abroad/contact-faculty-exchange-and-internship-coordinators) before your departure