



**EMERGENCY INFORMATION SHEET**  
**For Out of Country Travel**

*Submit completed sheet to Virginia Hosono, 101 Brodschi Hall, Belknap Campus*

Active Date

**Your Name as it appears on your passport:**

Emergency Contact - Department:

Name of Department Chair:

Direct Line: Work

Phone- Home/Cell:

Name Colleague/other:

Direct Line: Work

Phone- Home/Cell:

Emergency Contact - Personal/Other:

Name:  Relationship:  Phone:

Name:  Relationship:  Phone:

Emergency contact information will remain on file at the Office of Study Abroad and International Travel, it is the responsibility of the traveler to inform the Office of Study Abroad and International Travel of any changes.

All paperwork must be sent to Virginia Hosono, 101 Brodschi Hall.  
For expediency, you may scan and send to [fasit@louisville.edu](mailto:fasit@louisville.edu) and then send the original to the International Center.