

Program Proposal Deadlines

This proposal may be completed by the U of R Responsible On-Campus Officer or On-Site Leader. The U of R Responsible On-Campus Officer/On-Site Leader maintains responsibility for ensuring that group international travel adheres to:

1. U of R International Travel Policy
2. Roles and Responsibilities

Proposal Deadlines*:

U of R Term of Travel	Proposal Deadline
During Fall Semester	October 15 (year prior)
During Winter Break (travel before Jan. 1 st)	October 15 (year prior)
Spring Semester	March 15 (year prior)
Spring Break	March 15 (year prior)
May Term	March 15 (year prior)
Summer Term	March 15 (year prior)

*The International Travel and Activities Advisory Committee may choose to review late submissions, but this is at the Committee's discretion. Proposals should be submitted by this deadline even if certain aspects of the travel, such as funding or the final list of participants, have not been confirmed.

Questions? Please contact: oge@redlands.edu