



The Center for Global Health Equity at Dartmouth

PRE-DEPARTURE REQUIREMENTS CHECKLIST

1. Use the following link to read and complete pre-departure e-forms in [Dartmouth Via-TRM](https://dartmouth.via-trm.com/program_brochure/22287) (dartmouth.via-trm.com/program_brochure/22287). The following are included:
 - CGHE Acknowledgements
 - Global Dartmouth - Acknowledgement, Release and Indemnification Agreement
 - Global Dartmouth - Emergency Contact Information
 - Global Dartmouth - Emergency Support, Personal Safety, Health and Wellness
 - Global Dartmouth - Travel Exception Acknowledgment
 - Training modules Certificate of Completion upload link
2. Apply for a [Travel Exception](#), if required, based on your destination. **Funds cannot be released until your travel exception is approved.**
3. Start the international travel registration process in the [Global Dartmouth Travel Registry](#). Be sure to update/finalize once flight, housing, etc., are known.
4. Register a new profile with [Dartmouth International SOS \(ISOS\)](#) Medical and Travel Security Assistance program, even if you created a prior profile. **Please read and familiarize yourself with the benefits provided.**
 - Dartmouth's ISOS Member Number is Member Number: 11BSGC000018
 - Download the [ISOS App](#)
 - Dartmouth International Travel Assistance and Medical Insurance
 - [Travel Assistance Program \(TAP\)](#) information
 - [TAP summary of benefits](#)
 - [TAP FAQs](#)
 - [TAP Emotional Support](#)
 - [TAP Overview Flyer](#)
5. Schedule a Travel Clinic appointment at least 2 – 3 months (or earlier) before you depart with [Dick's House](#) - the only site covered through [DSGHP](#)*. Travel Clinic services are also available at [DHMC](#).
 - Dick's House Travel Services provided:
 - Pre-travel consultations
 - Travel immunizations
 - Completion of study abroad and other travel-related forms, if required
 - Post-travel evaluation for symptoms or concerns
6. Complete all pre-departure training modules and upload Certificate of Completion in [Dartmouth Via-TRM](#). **Program Manager will send the login information separately.**
7. Complete Intercultural Development Inventory (IDI) and meet with Geisel DICE to do cultural competency training. **Program Manager will send information separately.**

*If you have graduated and are an alum, please secure health insurance, as you are no longer covered by [DSGHP](#) once your coverage ends if you were enrolled. To check your enrollment or coverage, call 603-646-9438 or 603-646-9449, or email Dartmouth.Student.Health.Plan@Dartmouth.edu.

If you have any questions, please email Center.for.Global.Health.Equity@dartmouth.edu.

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