SAFETY RECOMMENDATIONS
FOR YOUR PROGRAM IN EUROPE

The health and safety of all program participants traveling in Europe with CEPA is our utmost and top priority. As part of our crisis management plan, we strongly recommend that participants familiarize themselves with the following precautions and our recommendations prior to departure, especially in light of continued travel alerts, warnings, and terrorist activities.

Please support our effort to keep everyone safe by informing your participants and implementing these measures together with your university or college study abroad staff and administrators.

On-site CEPA coordinator will assist your group during the entire program and accompany your group during all visits and planned excursions (unless something else has been previously arranged). The on-site coordinator will keep participants informed and will provide recommendations while traveling when needed.

- **CEPA list of participants / university emergency contact form >>** In case of an emergency, it is important for us to have all participants’ information easily and quickly accessible, including all necessary university contact details and of course the cell phone numbers of each participant. Therefore it is essential that you return a completed and correct list of participants and university emergency contact form to us.

- **Smart Traveler Enrollment Program (STEP) >>** According to the US State Department recommendations, US citizens should enroll in this program when traveling abroad in order to receive the latest updates and security announcements. We recommend that your participants sign up for this program prior to departure. More information about STEP can be found on the following website: https://step.state.gov/step/

- **Passports and luggage >>** Your participants should be prepared that there will be more control points and safety checks while traveling, which differ from country to country, city to city and can be modified by local officials at any time according to current events. We recommend that participants label their luggage with their names and addresses and carry their passport or at least a printed or electronic copy of it with them at all times.

- **Cell phones** are recommended to be carried and charged by participants at all times, so that participants can be reached whenever necessary. Participants should check prior to departure if their mobile phone service work abroad. If necessary, their on-site coordinator will be happy to assist them when buying a mobile phone and/or SIM card upon arrival.

- **Staying in small groups** during free time is our recommendation for all participants. We also ask that participants inform their on-site coordinator and/or faculty leader about their free time plans.

- **Monitoring surroundings and remaining vigilant** is very important for all participants while traveling abroad. Your CEPA on-site coordinator will also address the importance of this precaution during the orientation session.

- **Leaving a copy of the itinerary with closest relatives (e.g. parents/guardians) >>** Prior to departure, participants will receive a detailed itinerary from us, which contains all travel details and CEPA emergency contact information. Thus, we recommend that participants leave a copy of this itinerary with their family members, so they know how to get a hold of them in Europe if needed.

- **Emergency information card >>** Upon arrival, participants will receive a wallet sized card with the most essential information on it. The emergency information card lists 112 which is the general emergency number used throughout Europe, the names and phone numbers of their hotel(s) and on-site coordinator, their local embassy phone number, and the CEPA emergency number.

- **Independent travel information form >>** In case your participants plan to travel independently e.g. during a free weekend, we ask them to fill out this form and return it to their on-site coordinator, so that we know where they are and how to contact them in case of an emergency.

It is our hope that addressing these safety measures in advance will help ensure seamless communication between CEPA, your participants, the CEPA on-site coordinator, and yourself during the program in Europe. If you have any questions, please do not hesitate to contact us at any time.

Most importantly, we feel it is more important now than ever to unite and support study abroad as an important means to better understand different cultures, as a means to encourage global understanding, and ultimately to prevail over those trying so very hard to prevent peace.

Thank you for your support!