

Disclaimer internship/thesis/research project/field work abroad (course units that are part of the Bachelor's or Master's programme yielding credits).

Valid from 1 April 2022

The TU Delft Executive Board has decided to allow internship/thesis/research project/field work abroad. Students can travel to [green and yellow coded countries](#). TU Delft does not allow travel to orange and red coded countries because these colours refer to very serious safety risks. TU Delft's policy is based on the travel advice from the Ministry of Foreign Affairs. Each travel advice has a rating that indicates how safe a country or area is. This is done with a colour code. There are four colour codes: green (no particular safety and security risks), yellow (pay attention: safety and security risks), orange (only necessary trips, do not travel) and red (life-threatening situation due to very serious safety risks, do not travel). The colours give an idea of whether there is a security threat in the country or area. This document provides you with important information highlighting the potential risks, should you decide to go abroad as a part of your TU Delft study programme. Please read carefully.

Before your departure

- TU Delft permits students to travel to green and yellow [coded countries](#) for their study programme and does not allow travel to orange and red [coded countries](#).
- **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 colours. 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 this situation occurs, students have to contact the TU Delft Safety Department (TU-IV@tudelft.nl).
- You must register your stay abroad in [MyTUDelft](#) 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 travel insurance of TU Delft
- Going abroad, even for research/internship/project work purposes, might bring risks that you didn't expect in advance. To effectively prepare you for these unexpected situations the university organises travel safety training. You must register and attend the **TU Delft Travel Safety training** before the start of the stay abroad. Topics covered in the training are: safety and security & 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](#).
- You are asked to sign up for the information service of the Dutch Ministry of Foreign Affairs to receive travel advice updates. In addition, upon your arrival, you should register with the Dutch embassy in your host country via the [24/7 BZ information service](#), the embassy is then made aware of nationals currently in the country. If you have a different nationality, you should register with the embassy of your respective home country. More information can be found [here](#).
- We recommend outgoing students to wait as long as possible before starting all practical and financial arrangements, as there are usually no reimbursements/refunds made. Due to uncertainty both globally and locally, we recommend that you wait as long as possible with booking your trip to the host country/institute/company. When booking any tickets, we encourage you to select rebookable/refundable tickets, as the situation may change rapidly.

- Student housing is at an all-time low, in and around Delft. Would you consider subletting your accommodation to an incoming student while you are away? If you are interested please contact the housing department via email (Contactcentre-esa@tudelft.nl)

Insurance:

- The TU Delft travel insurance covers travel to countries with a green, yellow and orange 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 the stay abroad (for example any costs in the event of repatriation) are for the student's own expenses. Please ensure you read the [TU Delft Travel Insurance](#) thoroughly, you may wish to purchase additional insurance.

Travel:

- Travel is at your own risk. In the event of a lock down, the Dutch government will not repatriate Dutch nationals. If, prior to departure, the travel status of the destination changes to orange or red, the approval to depart for an internship/thesis/research project/field work is automatically withdrawn and TU Delft will reclaim your Erasmus+ internship scholarship if applicable. 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
- Travel to the host country/ institute/company will be, as usual, dependent on any restrictions and regulations in place there.
- You are advised to get fully vaccinated against COVID-19 before your departure, this is not mandatory for TU Delft. Some countries such as Singapore and the USA require you to be fully vaccinated to be able to enter.
- Please note that you may have conditions of entry in the host country such as:
 - a mandatory negative PCR test before arrival at the foreseen destination
 - and / or proof of COVID-19 vaccination
 - and / or obligation to go into quarantine upon arrival
 - and / or other applicable Covid-19 registration obligations of the host country.
- Any additional costs associated with conditions of entry cannot be reclaimed from TU Delft.

Arrival at internship provider/organisation:

- If you become infected with COVID-19 during your stay abroad, you should take into account that you cannot travel back to the Netherlands by plane, international train or bus. The extra costs incurred because you have to stay on location longer are your own responsibility.
 - Your physical presence in the host country is required for the whole period of your internship. You must receive ECTS for your programme abroad. A purely virtual mobility from the Netherlands or your home country is not an option.
 - All other possible consequences are for the student's own risk, for example the consequences for their study progress due to failure to return in time for (other) educational obligations. In the event of an unexpected change of colour code from green/yellow to orange or 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.

- 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 your Faculty internship coordinator / supervisor and/or master 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 are of not leaving 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/company must be at least 2 months (60 days).
 - Should you **decide to return** to the Netherlands, inform your Host institute/company and your Faculty internship coordinator/supervisor/master coordinator. If you have an Erasmus + scholarship, send an email to erasmusgrant@tudelft.nl informing them of your decision.
- Today, no one can say with certainty which Covid-19 restrictions will continue to be necessary in and how the situation in the host country of your internship/thesis/research project/field work provider will develop and look like (hybrid, online, hand-on experience). It cannot be ruled out that the circumstances of the pandemic may require to do your internship/thesis/research project/field work in the host country when necessary (partially) by remote means. This will limit personal interaction with your supervisor(s) and may partially eliminate the intercultural and hands-on experience.
 - In the event of an emergency or incident during your stay abroad:
 - 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, faculty internship coordinator and/or master coordinator

By accepting your internship/thesis/research project/field work at your host institute/Company 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 programme abroad.
- You will keep your faculty internship coordinator/supervisor and/or master coordinator informed of any changes to your stay

Name	
Date	
Signature	

Sign and send it to your [Faculty Internship Coordinator/ Supervisor / Master coordinator](#)