13 February 2018

High Risk Travel Approval Authority

Murdoch University

90 South Street, Murdoch University

WA 6150

Dear ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have applied as a candidate for the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Degree here at Murdoch University. An essential requirement for the completion of this Degree is the undertaking of overseas travel to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*country and city / town destination*) to conduct field research involving \_\_\_\_\_\_\_\_\_\_\_ *(provide a brief statement of fieldwork activities to be conducted).*

I understand that my intended research involves destination travel that the Australian Government’s Department of Foreign Affairs & Trade (DFAT) currently classifies as ‘Reconsider Your Need To Travel’ or ‘Do Not Travel’. Therefore, as a precondition for achieving Confirmation of Candidature from the Graduate Research Office, I hereby request your approval-in-principle to conduct the aforementioned travel. In seeking this approval-in-principle, I acknowledge:

* That I must adhere to the University’s Travel Policy & Procedures as applicable.
* That all fieldwork research activities are subject to School Supervisor approval and / or applicable University procedures.
* That I will undertake travel risk mitigations, as recommended by the University, during the planning and conduct of my travel.
* In the event of a change to the assessed risk, the University’s High Risk Travel Approval Authority reserves the right to not approve my field research travel at a later time.
* If granted, this approval-in-principle must be referenced in the applicable Risk Assessment for Murdoch Processes (RAMP) form, Fieldwork Safety Form and travel approval request.

Your sincerely,

(Applicant Name)

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*For Admin Use Only*

**APPROVAL-IN-PRINCIPLE GRANTED / NOT GRANTED**

(High Risk Travel Approver Name)

(Date)