



**WALTER SCOTT, JR.  
COLLEGE OF ENGINEERING  
COLORADO STATE UNIVERSITY**

**Traveler Information**

**Full Name:** \_\_\_\_\_  
*First* *M.I* *Last*

**Address:** \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

\_\_\_\_\_  
*City* *State* *ZIP Code*

**Phone:** \_\_\_\_\_ **Alternate Phone:** \_\_\_\_\_

**Emergency Contact Name:** \_\_\_\_\_ **Emergency Contact Phone:** \_\_\_\_\_

**Traveler type:** Non-Employee Student\* **\*If student, provide ID#** \_\_\_\_\_

**Citizen Status:** U.S. Citizen Non U.S. Citizen\*

**\*If traveler is not a U.S. Citizen, the purpose for travel and a valid traveler email address must be provided.**

Describe purpose of travel: \_\_\_\_\_  
 \_\_\_\_\_

Traveler Email Address \_\_\_\_\_

**Profile**

Are you a U.S. Citizen? Yes No\* \*If no, indicate country of citizenship \_\_\_\_\_

Are you a non-resident alien? Yes No

Gender: Male Female Non Binary

Emergency Contact relationship to you: \_\_\_\_\_

Emergency Contact's Email address: \_\_\_\_\_

**Department Information (for internal use only)**

**Initiator Name:** \_\_\_\_\_  
*First* *Last*

**Department number:** \_\_\_\_\_  
*Department number*

**Department Address:** \_\_\_\_\_  
*Department address*

**Initiator Email:** \_\_\_\_\_

**Initiator Phone:** \_\_\_\_\_ **Default Account:** \_\_\_\_\_

