**VCU International Agreements Pre-Screening Form**

Instructions: Please answer the following questions to the best of your ability. Submit this form to the Export Compliance Office at exportctrl@vcu.edu

|  |  |
| --- | --- |
| VCU Empoyee Name: | Department: |
| Phone: | E-Mail: |

|  |
| --- |
| **Travel Questions** |
| Foreign Institution Name and Address: |
| Foreign Institution Country of Origin/Organization: |
| Please describe the nature of the agreement (*ex: MOU, Research Collaboration, Student Exchange*): |
| If applicable, please describe the type of research or services that will be provided under the agreement (*ex: plan to develop academic courses for foreign institution, plan to collaborate on software development*): |

I attest that, to the best of my ability, I have truthfully answered all of the above questions.

Traveler Signature Date