



Emergencies:

- Exchange phone numbers with faculty on the trip
- Inform your support at home of emergency procedures.
- Use WHATSAP for free texting abroad.
- Enroll in the Smart Traveler Enrollment Program (STEP) to receive important safety and security messages and make it easier for us to locate and assist you in an emergency.
- Keep a list of your emergency contacts handy and create a communication plan for reaching family and friends in the event of a crisis. **Note:** The country code for the U.S. is 1. When calling from outside the U.S., dial 1+areacode+number, or contact an international operator for assistance.
- Keep a copy of your passport with you
- Phone lines are usually affected during a crisis. Think about other ways to communicate. For example, update your social media status often and send messages as regularly as possible to let friends and family know how you are doing.
- Contact the nearest U.S. embassy or consulate if you need emergency help. Please keep in mind that this will not alert emergency responders – if you need emergency medical attention or police assistance, contact the local authorities directly if you can.

Information Sources:

- US State Department (www.travel.state.gov)
- Citizen Emergency Center deals with serious illness, death, financial crisis due to theft, or arrest. Call (202) 647-5226, Monday - Friday 8:15 a.m. to 5:00 p.m. and Saturdays 9:00 a.m. to 3:00 p.m. Call (202) 647-1512 from 10:00 p.m. to 8:00 a.m. and ask for the Citizen Emergency Center Duty Officer.
- The State Department sometimes creates special task forces to monitor long term crises. For information, call the Operations Center: Office of Crisis Management at (202) 647-0900.
- For terrorist threats or actions, call the State Department's Counterterrorist Office at (202) 647-9892.
- Reuters News Service and CNN (www.cnn.com) Reuters often has information about events abroad before the State Department does. Call (212) 603-3300.
- Council on International Educational Exchange, CIEE may also have useful information given their extensive international networks. Call (212) 661-1414.
- Program Sponsors; The institution/agency sponsoring the overseas program should be in direct contact with their offices abroad and be able to provide information obtained from their overseas staff.
- **NAFSA – OSEAS** (www.nafsa.org) For long standing crises, contact NAFSA's Government Relations staff at (202) 462-4811. NAFSA staff can also put you in contact with the OSEAS advisor in the crisis zone/country who can provide local information.

CCS Emergency Contacts:

Note: The country code for the U.S. is 1. When calling from outside the U.S., dial 1+areacode+number, or contact an international operator for assistance.

CONFIDENTIAL Emergency Contact Numbers

Primary Emergency Contact-Numbers to be provided to faculty leaders, students & families

Katherine Campbell, Director International Student Services

Office: (313) 664-7448 Cell: (313)920-1296

***Dan Long, Dean of Students**

Office: (313) 664-7675 Cell: (248)-310-9571

LOST PASSPORT:

You will have to replace the passport before returning to the United States. Contact the nearest [U.S. embassy or consulate](#) for assistance. Contact information for U.S. embassies and consulates is also available in our [country information](#) pages. Ask to speak to the Consular Section to report your passport lost or stolen. If you have been the [victim of a serious crime](#), be sure to tell a consular officer about it as soon as possible so we can provide appropriate assistance. If you are scheduled to leave the foreign country shortly, please provide our consular staff with the details of your travel. We will make every effort to assist you quickly. You will also be directed to where you can obtain a photo for your replacement passport. In most cases, you will need to get a passport photo prior to your arrival at the consular section.

The following list identifies a number of documents/items you should take with you to the embassy/consulate. Even if you are unable to present all of the documents, the consular staff will do their best to assist you to replace your passport quickly. A [Passport Photo](#) (one photo is required; get it in advance to speed the process of replacing your passport if lost)

- Identification (driver's license, expired passport etc.)
- Evidence of U.S. citizenship (birth certificate, photocopy of your passport)
- A [Passport Photo](#) (one photo is required; get it in advance to speed the process of replacing your passport)
- Identification (driver's license, expired passport etc.)
- Evidence of U.S. citizenship (birth certificate, photocopy of your missing passport)
- Travel Itinerary (airline/train tickets)
- Police Report, if available

CRISIS PLAN: Your faculty leader has a pre-set crisis plan in place for you trip.