

Logging International University Travel in iSOS ^[1]

International SOS (iSOS) is an organization that helps manage the health and security risks facing international travelers. This assists University Risk Management in locating CU employees during an emergency for travel assistance and insurance coverage.

Any international trips you book with Christopherson Business Travel (CBT) are automatically uploaded to iSOS. If you book your trip outside of CBT, you'll need to register your itinerary.

Read the procedures

1. In your web browser enter the web address: <http://www.internationalsos.com> ^[2].

2. Click **Member Log in** at the top of the screen. Enter the CU Membership # **11BCAS000006** and click **LOG IN**.

Create your profile with the Personal Travel Locator

You'll need to do this the first time you log an itinerary in iSOS.

3. Click the **My Trips Personal Travel Locator** button and click the **New User? Register Here** link.

4. Enter your information. The email address you enter will be your User Name for this website. Click **Submit**.

5. You'll receive a confirmation email. To activate your account, click on the link in the email within 24 hours.

6. When you log in for the first time, you'll need to complete a few more required details related to your contact information.

Enter your trip information in the Personal Travel Locator

7. If needed, log in to the Personal Travel Locator.

8. Click **Create a New Trip**.

9. Enter the **Trip Name**.
10. Click the appropriate trip segment tabs below to **Add Flight, Add Accommodations, Add Train**, and/or **Add Ground Transportation**. Click **Save** after each tab.
11. When you've entered all of your trip information, click **Save Trip Information** to add the trip to your My Current Trips list.
12. Click **My Profile/Trips** to see a list of your trips.

Need CU-specific iSOS information?

Enter CU's Membership # on the iSOS website to access the University of Colorado's iSOS website. You will find FAQs, program benefits, medical and security alerts, and a printable iSOS membership card that you can bring with you on your trip.

Have a question or feedback?

Questions & Feedback ^[3]

Feedback or Question *

Your Email Address

Submit

Source URL: <https://www.cu.edu/psc/training/booking-travel/logging-international-university-travel-isos>

Links

[1] <https://www.cu.edu/psc/training/booking-travel/logging-international-university-travel-isos>

[2] <http://www.internationalsos.com>

[3] <https://www.cu.edu/controller/forms/questions-feedback-0>