

Taking Your Lap Top Abroad  
The Temporary/Tools of Trade License Exception\*

Academic and scientific staff may take their laptops with them overseas without needing a license as long as all of the following conditions are met:

- Laptop is used for activities related to your university work of teaching and research
- Laptop must remain in your physical possession and may not be lent to or used by foreign persons
- Encryption commodities and software must be pre-loaded on the laptop
- The laptop may accompany you or be shipped no more than one month in advance of your departure and must be returned as soon as possible but no later than one year after export
- This exception to a license requirement may not be used for travel to Cuba or Sudan

\* This exception can also cover other types of equipment used to support university sponsored research or educational activities conducted abroad and is not limited to laptops. If you are traveling abroad to conduct research and need equipment shipped from the U.S. to the foreign country, consult with the Office of Research Administration because the exception may extend to all the equipment and supplies that will be used in the research.