

MEMORANDUM

To: University Research Community

From: Andrés G. Gil, Senior Vice President for Research & Economic Development, Dean of the University Graduate School

Jennifer LaPorta
Chief Compliance Officer, Office of University Compliance & Integrity

Date: April 26, 2022

Subject: **IMPORTANT COMPLIANCE NOTIFICATION: International Shipping and Export Control Training**

As [previously communicated](#), in compliance with federal Export Control Regulations, FIU has implemented an on-line international shipping request and review process. Because researchers could potentially ship export-controlled items internationally, we want to remind the university research community of this critical process.

The International Shipping Request Form and related procedures can be found on our [Export Control Webpage](#), and pertains to *any* item proposed for international shipment (instruments, materials, samples, and other commodities). This process addresses all international shipments—whether arranged through FIU's Central Receiving Department or by any courier (e.g., FedEx, UPS, etc.) from your department offices. If you are not familiar with our international shipping request process, we encourage you to take a moment to access this information by clicking on the "[Ship Something Abroad](#)" link located on our [export control website](#) cover page.

Additionally, please note that Export Control Training including, but not limited to, international shipping is now also available on [FIU Develop](#). The Office of University Compliance & Integrity will be conducting a required, targeted Export Control training campaign in the Fall of 2022. However, we **strongly recommend** that you take the Export Control Basics training now, as it provides highly useful information in support of your research, academic and business activities. By taking it now, you will be exempt from having to retake it in the Fall.

FIU remains committed to complying with U.S. Export Control regulations as well as supporting your export compliance requirements as efficiently as possible. We appreciate your efforts in this regard. For questions, please contact University Compliance at 305- 348-2216 or by email at export@fiu.edu.

Thank you in advance for your cooperation.