

How to Register International SOS

MyTrips Travel Information Forward

Follow the below steps to forward your travel information to MyTrips. Completing these steps is critical for your registration for international insurance coverage.

1. Go to MyTrips

Follow this link

<https://mytrips.travelsecurity.com/Login.aspx?ci=Hrp7pMUi1a8%3d>

The screenshot shows the MyTrips login interface. At the top, there is a dark blue navigation bar with the 'MyTrips' logo on the left and the 'INTERNATIONAL SOS' logo and 'Control Risks' text on the right. The main content area is white and contains a central 'Login' form. The form has a dark blue header with the word 'Login'. Below this, there are two input fields: 'Username' with a person icon and 'Password' with a lock icon. To the right of the password field is a 'Login' button. Below the input fields is a 'Forgot Password' link. At the bottom of the form area, there is a link that says 'New User? Register here'. At the very bottom of the page, there is a small footer with the text '2016 Copyright. All rights reserved | Disclaimer | Privacy'.

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2. Create a MyTrips account

Click on “New User? Register here” and set up your (the traveler’s) account. Important: the email address that you enter must be the same one that you use to forward your flight itinerary in step 3. Save the Username and Password in a secure place.

MyTrips

User Registration for University of Texas System Travellers
If you are not travelling for University of Texas System then please click [here](#) to contact our helpdesk for assistance with the registration.

Title	First Name	MI	Last Name
Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organisation Email Address (User Name)	Password		
<input type="text"/>	<input type="text"/>		
	Re-Enter Password		
	<input type="text"/>		
Security Question1	Security Question2		
<input type="text"/>	<input type="text"/>		
Answer 1	Answer 2		
<input type="text"/>	<input type="text"/>		

I have read the [privacy policy](#).

Note: Submit button will remain greyed out until the traveller clicks the checkbox. Once the traveller ticks the checkbox then Submit button will be operational.

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3. Forward your itinerary

When you have your confirmed flight itinerary from your airline, forward it to UTSystemTravel@itinerary.internationalsos.com from the same e-mail address that you used to create your MyTrips account in step 2. You do not need to change or add anything to the email; simply forward the itinerary.

4. Review your MyTrips confirmation

After forwarding your itinerary, you will eventually receive a confirmation email from MyTrips@travelsecurity.com with the subject “Your trip details have now been loaded into MyTrips.” Review the email to make sure your travel information appears correctly. If not, see the contact information for assistance in the email.