WorldAware Solutions
Instructions
Saint Leo University
Saint Leo Trip Instructions

1. Navigate to the FICURMA Travel Portal Page to review the Safe Travel Policy and access important links prior to travel.

2. Select the WorldAware Country Risk Information site (WA Country Risk) to view pertinent travel information. Company Name = FICURMA

3. Ensure that you have a WorldAware Traveler Profile. If you are unsure, please contact worldaware@aon.com or call +1 312-470-3068 (Saint Leo University’s unique phone number) before creating a new profile. If you do not have a profile, please select the Create a Profile link under Saint Leo University.
   - Once your profile has been created, you will receive an email with your username and temporary password to the WorldAware Travel Management System (TMS) in RiskConsole. You do not need to use The TMS (RiskConsole) unless you must go back and edit your trip once it has been submitted. *Please do not create a profile if you are unsure if you are already in the system*

4. Once you have confirmed and/or created a traveler profile, enter your trip details by selecting Submit a Trip under Saint Leo University.

5. The Risk Assessment Questionnaire will open in a new tab or browser. Complete the form with as much information as possible and press Submit.
   - Once you submit your trip, you can go back and edit your details by logging into the TMS in RiskConsole and selecting your trip. *Please do not submit your trip more than once using the smart form. If you are unsure if your trip was submitted, please contact WorldAware*

If you have any questions or issues regarding adding a traveler profile or creating a trip, please contact the WorldAware Operation Center.

Email: WorldAware@aon.com
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About Aon

Aon plc (NYSE:AON) is the leading global provider of risk management, insurance and reinsurance brokerage, and human resources solutions and outsourcing services. Through its more than 66,000 colleagues worldwide, Aon unites to empower results for clients in over 120 countries via innovative and effective risk and people solutions and through industry-leading global resources and technical expertise. Aon has been named repeatedly as the world’s best broker, best insurance intermediary, best reinsurance intermediary, best captives manager, and best employee benefits consulting firm by multiple industry sources. Visit aon.com for more information on Aon and aon.com/manchesterunited to learn about Aon’s global partnership with Manchester United.