

Study Abroad: A Pre-Departure Handbook

2011-12



A guide for Middlebury students participating in
study abroad programs not administered by
Middlebury College (non-Middlebury programs)

Dear Study Abroad Student,

Congratulations on your decision to study abroad!! You are about to embark on what promises to be one of the most significant experiences of your life!

We in International Programs and Off-Campus Study are here to help you plan for study abroad, keep in touch with you while you are away, and when you return we want to hear about your experience and help you re-integrate it back into your life at Middlebury. This handbook is one tool in this process. The hope is that this handbook, in conjunction with advising by International Programs and Off-Campus Study and your academic adviser, pre-departure orientation meetings, and information you receive from your host program or university, will be useful to you in planning to make your study abroad the best experience it can be. You should also, of course, plan to do research and exploration on your own to learn as much as you can about where you will be studying.

As you know, study abroad can enrich your undergraduate education, broaden your worldview, deepen your intellectual and personal maturity, foster self-confidence and independent thinking, and enhance your career prospects, among many other things. We wish you the best in this experience! Don't hesitate to contact us at any point in your study abroad experience if we can be of any assistance.

Sincerely,

International Programs and Off-Campus Study:

Jeffrey W. Cason, Dean of International Programs

Stacey Woody Thebodo, Assistant Director (adviser for non-Middlebury programs)



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A list of resources consulted in the writing of this handbook can be found at the back of the book.

Please note that the information in this handbook is subject to change.

Chapter 1. Logistical Preparations Before You Go Abroad

Passport

One of the first things you should do in preparing for your study abroad experience is to obtain a passport. You should apply for a passport as soon as possible, as this can take six to eight weeks or longer. New passports cost \$135 (including processing fee), and if you are renewing your passport, the cost is \$110 (if you qualify to renew by mail).



In Middlebury you can pick up a passport application at the Court House (next to Shaw's Supermarket, behind Middlebury College's Office of Communications) or at the U.S. Post Office (10 Main Street, Middlebury). To apply for a passport, you will need:

- Completed passport application;
- Passport application fee;
- Valid proof of citizenship [e.g., an expired U.S. passport, a certified (original) birth certificate, Certificate of Naturalization, Certificate of Citizenship, or Consular Report of Birth Abroad of a Citizen of the United States];
- Proof of identity (a valid driver's license or government identification card are acceptable provided they identify you by physical description or photograph);
- Two identical 2 x 2-inch passport photographs taken within six months of applying for your passport. In Middlebury, you can get your passport photograph taken by Tad Merrick Photography (64 Main Street, phone 388-9598), at Kinney Drugs (38 Court Street, phone 388-0973), at Lightning Photo (105 Court Street/Route 7 South, phone 388-4404), at The UPS Store (40 Court Street, phone 388-3020), or at the U.S. Post Office (10 Main Street, Middlebury, phone 388-2681).

Please Note: If you already have a passport, many countries require that your passport be valid for six months *beyond* the dates of your trip. Keep this in mind, in case you need to renew your passport. Also, some Middle Eastern and African countries will not allow entry if your passport indicates travel to Israel; check with the embassy or consulate of the country in which you will be studying for their requirements.

*For more information on applying for a passport, see:
www.travel.state.gov/passport*

Student Visa

A visa is an endorsement stamped into your passport by a foreign government, allowing you to stay in their country for a specific purpose and period of time. Most countries require you to have a student visa in order to enter the country and stay there legally as a student.

Each country has its own rules, so you will need to check on the regulations for the country in which you will be studying. If you are going on a program with a U.S. Sponsor (e.g., Arcadia University, SIT, CIEE, DIS, etc.), the program sponsor will most likely give you instructions on how to obtain your student visa. Otherwise, you will need to check with the embassy or nearest

consulate (many countries require that you apply through the consular office that has jurisdiction over your primary area of residence) regarding requirements. You can get the phone numbers for the embassies or consulates on the web at:

http://travel.state.gov/travel/cis_pa_tw/cis/cis_4965.html

In order to obtain a student visa, one or more of the following *may* be required:

- Visa application form
- Current, valid passport
- Visa application fee
- One or more passport-size photographs
- Letter of acceptance from the host institution
- Evidence of financial support during your period of study abroad
- Physical examination
- Proof of medical insurance
- Police record from Vermont and/or your home state
- A negative HIV test

If you plan to travel to other countries within your period of study abroad or after your program finishes, check the entrance requirements of each country before you leave home. **It is your responsibility to make sure you have proper documentation abroad.**

A word of advice: DO NOT wait until the last minute to apply for your student visa! As with passports, this can take many weeks to process, and if you do not have a valid student visa (and passport), you could miss your flight and/or program.

Registering at the Embassy

All U.S. citizens must register themselves with the U.S. Embassy in their country of destination *before* departure from the U.S. In the event of international, political, or family emergencies, or in the event that your passport is lost or stolen, the U.S. Embassy is much better able to assist registered citizens. You can complete this process online through the Smart Traveler Enrollment Program: www.travel.state.gov/travel/tips/registration/registration_4789.html

Print the confirmation page after you have registered; leave one copy at home and take one with you. Students of other nationalities should check with their own embassies to see if it is possible to register prior to departure.

International Student Identity Card

The International Student Identity Card (ISIC), available through STA Travel, is issued and recognized in over 90 countries and gives you access to student benefits around the world. This card is quite a bargain, as the cost is only \$22 (plus postage and handling), and you will be entitled to discounts on airfare, transportation, attractions, and accommodations, as well as basic sickness and accident insurance (which you should supplement with additional insurance; see Medical Insurance section in this handbook), and more.

You can purchase your ISIC on this web site:

www.statravel.com/cps/rde/xchg/us_division_web_live/hs.xsl/discount-cards.htm

Personal Property Insurance

You should consider purchasing insurance to cover loss of personal possessions while abroad. It is possible that you may be covered under a policy held by your parents, so investigate this prior to departure. Inexpensive but limited travel insurance coverage can be found at www.insuremytrip.com.

Absentee Voting

If there will be U.S. elections in which you wish to participate while abroad, you should make arrangements for an absentee ballot before leaving the country, since that will prove easier than doing so through the embassy in your host country. Contact the County Board of Elections or the Secretary of State's office where you are registered to vote.

Skype

Skype can be used to call both land lines and mobile phones where a reliable internet connection is available (see: www.skype.com for more information).



Cell Phones

Purchasing a cell phone abroad is one of the most convenient ways to keep in touch with friends and family. Most foreign providers offer phones at reasonable prices with varying plans and packages. Buying one that takes a rechargeable SIM card will help keep your expenses down.

Note to international students

Please remember that study abroad may affect your international student status. You must speak with International Students and Scholar Services (Carr Hall, extension 5858) to discuss your plans well in advance of studying abroad.

*[What exactly to take care of before you leave](#)
Please see Appendix I for a checklist of all the details to take care of before you leave Middlebury and before you leave the United States.*

Chapter 2. Traveling Abroad

Flight Arrangements

You should start looking into arrangements for your flight as early as possible (do NOT book your ticket before you are accepted to your program/university abroad). The sponsoring organization or your host university can tell you the exact date you are expected to be there (usually for orientation), and when your program or university session is scheduled to end. Be sure you find out when the exams are scheduled to end, not just the course work, as Middlebury requires you to sit for all exams where and when they are offered. *If the exam schedule is not set until after the semester begins, and/or if you are unsure of your post-semester travel plans, be sure to your ticket allows for one free or low cost change.*

When making your flight arrangements, check around with at least several different travel agencies and travel companies to compare prices and options. Also, be sure to check into student fares and/or student discounts.

The following are suggestions of travel agencies and travel companies:

www.studentuniverse.com

www.kayak.com

www.travelcuts.com

Student Travel (STA)
(800) 781-4040
www.statravel.com

Accent Travel/American Express
388-3125 (Middlebury)

Milne Travel (Middlebury)
388-6600
www.milnetravel.com

Advantage Travel
(800) 788-1980

AAA
(800) 878-8233 (Williston)

AESU Travel
(800) 638-7640
www.aesu.com



Chapter 3. Packing

There are two words of advice that returning study abroad students offer regarding packing: **PACK LIGHTLY!** It is nearly impossible to take everything you want, and remember, you are the one who has to carry your belongings. A common suggestion is to pack your bags, then carry them around the block and up and down some stairs (by yourself!); then, re-evaluate what is really necessary to take. Also, remember that every airline has restrictions on how many bags you can check and carry and how much they can weigh, and there are often hefty charges for going over the limit. *Check with the airline before you leave home, as airlines are becoming much more restrictive about what they allow.* Keep in mind, as well, that you will acquire things while abroad that you will want to bring back with you, so consider taking an empty suitcase with you.

Following is a check list of packing suggestions:

- passport and visa
- photocopy of passport (kept separately from passport)
- traveler's checks, credit cards, currency from your host country
- money belt and/or passport pouch
- proof of insurance
- personal medical records
- prescription medications in original containers and copies of prescriptions in generic form
- eyeglasses/contact lenses, including extras and prescriptions
- converter and/or electrical adapter
- travel first aid kit and sewing kit
- camera and equipment
- travel alarm clock
- pocket knife (pack in your checked baggage)
- International Student Identity Card
- insurance card and insurance claim forms
- Middlebury's Study Abroad Guidelines and your approval letter
- acceptance letter from your host university
- your academic adviser's phone number and e-mail address
- language dictionary
- extra passport-size photos for any ID cards you may need abroad
- photos of your family and friends, Middlebury, and your home
- gift items for your host family and/or other friends you meet abroad
- country travel guide
- toiletries, including feminine products
- contraceptives
- dress outfit and shoes
- swimming suit and exercise clothes
- robe and slippers
- umbrella
- travel information provided by your sponsoring program or university abroad



Chapter 4. Academic Matters

Middlebury approval

You must be approved by Middlebury in order to go abroad and receive credit for your study abroad experience. You are required to submit an application to International Programs and Off-Campus Study by February 1 of your sophomore year. For more information, please see the Study Abroad Guidelines (www.middlebury.edu/international/sa/guidelines) and speak to an adviser in International Programs and Off-Campus Study.

Transcripts

At the end of your semester or year abroad, your program or university should send an official transcript to:

Stacey Thebodo, Assistant Director
International Programs and Off-Campus Study
Sunderland Language Center
Middlebury College
Middlebury, VT 05753 USA

Do not assume your program or university knows where to send your transcript; please double check that they have the correct information. In addition, please be sure that the transcript is sent directly from your host university to our office (hand-carried transcripts are not accepted). It is your responsibility to request a transcript.

Grades Abroad

All of your courses must be graded. Courses taken pass/fail or audit are not eligible for transfer credit. All grades earned on approved study abroad programs will be recorded on the Middlebury transcript and will be calculated into the Middlebury grade point average. This includes failing grades. International Programs has grade conversion charts for universities that use different grading systems than Middlebury. These grade conversion charts are sent to students the summer prior to study abroad. Please contact Stacey Thebodo (sthebodo@middlebury.edu) if you need a grade conversion chart for your university.

Independent studies, field work, or internships

If an independent study project is part of your program (e.g., SIT Study Abroad programs) or you participate in an internship, you must bring your project and any work back to campus to be reviewed by a Middlebury faculty member. Credit will only be transferred after this faculty member has read and approved your independent study/internship. Failure of the work to meet Middlebury's standards may jeopardize the transfer of credit. It is strongly recommended that before you go abroad, you identify a Middlebury faculty member who is willing to read and evaluate your project. Please also note that if you plan to use any research you conduct abroad for your senior research, you must go through the Institutional Review Board procedure *before* you go abroad (students studying on SIT programs do *not* have to go through the Middlebury IRB, as SIT has their own IRB process); for more information, see www.middlebury.edu/academics/resources/irb. Also please remember: Independent Study



Projects on SIT programs in French- or Spanish-speaking countries must be written *in* the language (not in English).

Course selection and transfer credit

Please keep in mind the following information regarding selecting your courses abroad and transfer credit:

- Select the courses you take abroad with a careful eye to what might or might not receive college and/or major credit on your return. In other words, select *liberal arts courses* (do NOT take courses that are of a pre-professional nature as opposed to a liberal arts nature, such as business, journalism, pre-engineering, nursing, communications, etc.) at an appropriate level that do not duplicate course work you have already completed at Middlebury.
- You must take a **normal full load** (as defined by your host university) of liberal arts courses. Where course loads are measured according to the U.S. system of "credit hours," this would mean **15-16 credit hours** (NOT 12). Lighter loads will jeopardize credit transfer; heavier loads may be taken, but you should not plan to make up courses while abroad since the Programs Abroad Committee does not grant extra credit for an overload of courses.
- You are required to take exams in all courses in which they are offered, whether voluntary or not. This means that Middlebury students are required to sit for exams at the same time and place as students in the host country. You may not avail yourself of any exceptions offered to visiting students in order to avoid the sometimes long reading period between the end of classes and final exams. Please note this is a Middlebury requirement even if your host university gives you the option of not taking exams.
- To receive major, minor, or distribution credit for courses taken abroad, you will need such courses individually approved by the appropriate department chair or program director. Many courses have been approved in the past and can be found in the Course Information Database (<http://www.middlebury.edu/international/sa/cid>). For courses that have not yet been approved, students need to complete a Transfer Credit Application Form (<http://www.middlebury.edu/international/sa/returning/credit>). For approval of courses not already in the Course Information Database, students must bring back all syllabi, bibliographies, assignments, and written work for evaluation by the appropriate department chair or program director. Please note: Students planning to take **introductory courses in economics, computer science, or mathematics** should be aware that many entry-level courses abroad in these disciplines may not be considered equivalent to a Middlebury course and may therefore not receive credit. Students wishing to take an entry-level course in one of these disciplines are advised to seek pre-approval from the appropriate department chair by forwarding him/her the course description and syllabus along with your request.
- You must also complete an evaluation of your study abroad experience in order to receive transfer credit. An evaluation form will be made available to you after you return to Middlebury.
- In addition, there are other requirements specific to certain countries and programs; please read your approval letter carefully for this information. Please also see the Study Abroad Guidelines

(www.middlebury.edu/international/sa/guidelines) for more information.

Principles for incorporating grades from non-Middlebury programs abroad into GPA (Adopted by Educational Affairs Committee, April 2003):

When students' applications to study abroad are approved by the Programs Abroad Committee, the approval will indicate the number of units of credit that the student will receive upon successful completion of the program: 9 units (full academic year), 5 units (one semester and Winter Term), or 4 units (one semester).

Assuming enrollment in a normal full load of coursework as outlined in the student's approval letter, the number of courses will be divided into the number of credits the student will receive to determine the weight to be assigned each course in the calculation of GPA. For example, if a student is enrolled in 5 courses in a 4-unit program, each course would be assigned a weight of .80. If a student is enrolled in 4 courses in a 5-unit program, each course would be assigned a weight of 1.25. These calculations will be carried out to the second decimal place. If truncating a weight after the second decimal point does not produce a sum that is equal to 4.00, 5.00, or 9.00, weights will be rounded up as necessary. The higher weights will be assigned to the courses in which the student received higher grades.

Normally, as is the case with courses taught on the Middlebury campus, all courses in which a student is enrolled will be assigned an equal weight in the computation of the GPA, regardless of the number of contact hours. However, if the transcript issued by the program abroad clearly indicated that a course was a double course or a half-course, the calculation of course weights will be adjusted to reflect this.

Only grades that are reported on an A-F scale, or that can be converted to an A-F scale, will be used in the calculation of the GPA, including grades of D and F. Per general college policy, courses graded on a pass/fail or audit basis will not be transferred. Because the Middlebury faculty voted to eliminate the A+ grade, grades of A+ will be converted to A on the Middlebury transcript.

Since the weight to be assigned to each grade is a matter of calculation, not assessment, students may not appeal the determinations of IPOCS or the Registrar's Office regarding the weight to be assigned to a course. Students who wish to appeal their grade in a course may do so using the grade appeal procedures established by the program or by the International Office of the institution at which they were enrolled.

Academic environment abroad

In deciding to study abroad, students should be aware and be prepared to accept that educational philosophies overseas differ substantially from those dominant at U.S. colleges and universities. While the American higher educational system is based on contract-like relations between faculty and students and continuous assessment, foreign educational cultures place primary responsibility for learning on the individual student. This is generally also true of overseas programs that are administered by a U.S. college or university, since in most cases their teachers are drawn from local institutions.



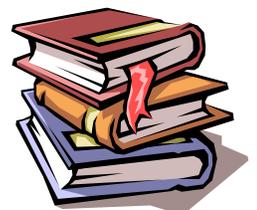
The experience of studying abroad will be very different from what you are accustomed to at home. This is one of the purposes of study abroad – to do something different! To put it simply, probably the biggest difference between most overseas institutions and U.S. higher education is the approach that the host institution will have to you as a student. They will work under the assumption that you are an adult and a serious learner who takes responsibility for your education. In most countries it is highly unusual for professors to go out of their way to ensure that you are doing your work. Chances are your progress will not be closely monitored by your professors, and you will not be told (without asking) how or when to do the work that is expected of you. That said, most professors are pleased to interact with students who seek them out. Needless to say, you will be expected to turn in papers and assignments on time and to perform successfully on exams.

In many countries you will find large lectures (similar to those at large universities in the United States), as well as smaller classes or seminars, and sometimes small-group or one-on-one tutorials. Participation is often not expected in lectures, but you are usually expected to fully participate in tutorials and seminars, as this is your opportunity to discuss the material. Science, language, and psychology courses will often have labs required as part of the course. You may be assessed by assignments, papers, and exams, just as you are at Middlebury; however, in many countries the majority of your grade for the course may be determined by how you perform on the final examination.

Admission to foreign universities is usually very different from the admissions process at U.S. institutions. In many countries students are not admitted to universities as a whole, but rather to a particular course of study within the university. Often students have a lot more preparation for their particular subject, and much less flexibility in taking courses outside of their course of study. The concept of a "liberal arts education" is unique to the United States. Keep this in mind when you select your courses abroad, as you will need to be very careful that you meet any prerequisites that are listed for each course. Keep in mind, as well, that what you may perceive as a more casual approach to coursework among your peers at overseas universities is a consequence of the fact that they often have several opportunities to take final exams in any given course, where you will have only one chance.

Another difference you may find abroad is that of available resources (or lack thereof), such as libraries and computers. In many countries libraries are not as willing to loan out books, and you may have to visit several libraries in order to complete a paper or assignment. Also, computers are not as plentiful, and hours of computer labs are not as long or as late as you are probably used to at Middlebury. You may even realize how lucky you are at Middlebury to have these things at your fingertips!

Of course no generalization will apply in every case, and some programs (such as more field-oriented programs) do not fall under these general guidelines, but wherever you go or whatever program you participate in, expect some significant academic differences. Embrace this challenge as a unique educational and cultural opportunity. You would not have been approved for study abroad if it was not felt that you were up for the academic challenge.



Chapter 5. Health Issues

Travel and study abroad will most certainly affect your health in one way or another, as many factors that influence your daily health have to do with lifestyle and environment, not to mention that good health (or lack thereof) will have a significant impact on the success and enjoyment of your time abroad. Be sure to plan ahead properly by considering the following:

Assess your health and identify your needs

Please remember that study abroad is not a magic cure for concerns and problems that you may be having at home. Emotional, psychological, and physical problems will indeed follow you wherever you go, so it is important to consider honestly your health issues and needs before you go abroad. Contrary to popular belief, travel does not minimize these problems; rather, it often can exacerbate them to the point of crisis if you are not careful.

Be clear and honest about your health needs when applying for a study abroad program and when making your housing arrangements. This includes issues such as medical needs, allergies, psychological treatments, dietary requirements (including vegetarianism), and disabilities. Services for people with disabilities vary widely around the world; if you have questions or concerns about these issues, please feel free to discuss them with staff in the Middlebury ADA Office and in International Programs and Off-Campus Study. If you have any kind of mental health problems or eating disorders (or if you have had in the past), think carefully about your decision to study abroad, and please discuss these issues with your physician and with your mental health practitioner.

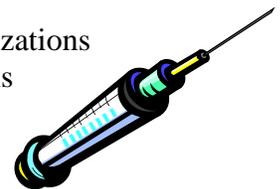
See your health care practitioners

Before you go abroad, it is a good idea to visit your family physician, dentist, gynecologist, and any other health care practitioners that you regularly see. Make sure your health records are up-to-date and that you discuss any medical issues you have that may affect your experience abroad. You should take copies of your medical records with you abroad, especially if you have specific medical conditions or if you expect to need medical care abroad. Also, be sure you have an adequate supply of any prescription medications (in their original containers) with you, if they are not available in your host country. You will need a physician's prescription (in generic form) for medication and medical supplies to pass through customs in your host country.

Immunizations

Some countries require specific immunizations in order to enter the country, and there are also immunizations recommended for travel to specific areas of the world. Be sure to check this out well in advance of your departure, as some immunizations require a series of vaccinations starting many months before your scheduled travel.

Check with health care providers or your own records to ensure that your immunizations (e.g., tetanus and polio) are up-to-date. Under the International Health Regulations adopted by the World Health Organization, a country may require International Certificates of Vaccination against yellow fever, and a cholera immunization may be required if you are traveling from an infected area. Prophylactic



medication for malaria and certain other preventive measures are advisable for travel to some countries. No immunizations are required to return to the United States.

An increasing number of countries have established regulations regarding AIDS testing, particularly for long-term visitors. Check with the embassy or consulate of the country you plan to visit to verify if this is a requirement for entry.

Detailed health information can be obtained from your local Public Health Department, your physician, or by contacting the Centers for Disease Control and Prevention (www.cdc.gov/travel). *It is very important to discuss these health guidelines and recommendations with your own physician.*

Further information:

Parton Health Center

Middlebury College

Tel: 802-443-5135

tjenny@middlebury.edu

University of Vermont/Fletcher Allen Healthcare Infectious Disease & International Travel Medicine

Tel: 802-847-4594

http://www.fletcherallen.org/services/other_services/specialties/infectious_disease/services/

Other health questions to ask

- Are there illnesses that are endemic to the region?
- What medications should you take to prevent these illnesses?
- What is the quality of water in your host country, and what precautions, if any, do you need to take with your drinking water and food preparation?
- What precautions are recommended for safe sexual practices?
- What are the customs, beliefs, and laws in your host country regarding sexual behavior and the use of alcohol and drugs?
- What are the laws in your host country regarding bringing in medications, medical supplies, and contraceptives?
- What kind of medical insurance do you need (see Medical Insurance section for more information)?

Medical Precautions

Some students have found that bringing a small medical reference book along was not only reassuring, but therapeutic. Suggested publications include:

- *The Pocket Doctor*, by Stephen Bezruchka, M.D. Published by The Mountaineers, Seattle, Washington, To order: <http://www.amazon.com/Pocket-Doctor-Passport-Healthy-Travel/dp/0898866146>
- *Shoreland's Travel Health Companion*: www.shoreland.com/



When you arrive in your host country

Because of cultural differences, travel, and other adjustment concerns, you will need to continue to pay attention to your health (both physical and mental) when you arrive and throughout your program. Be sure you know how to get medical help should you need it, including routine healthcare, as well as emergencies. Make sure you make your medical needs known to anyone in

your host country who can be of assistance. Most importantly, give yourself time to adjust to the new culture, and be attentive to your personal well-being—make sure you eat healthy foods and get regular sleep and exercise.

Medical Insurance

You **must** be sure that you have adequate health insurance coverage abroad. Check your policy to see what coverage it provides for medical services abroad. Also, check to see if your policy pays the provider in your host country directly, or if you must pay yourself and later be reimbursed. Be sure to take your insurance card with you abroad, as well as any claim forms you will need.

Be sure you have coverage for medical evacuation, in the rare case that you would have to be flown back to the U.S. (or to a different country) for medical treatment, and for repatriation of remains. Also, check to be sure that your policy covers any continuing treatment you may need for newly acquired medical conditions after you return home. The International Student Identity Card (see page 2) provides some basic accident and sickness insurance, but you should supplement this with additional coverage.

If you would like to purchase coverage for your time abroad, we recommend enrolling in a program designed for Middlebury students through HTH Worldwide. To enroll on line, go to: www.hthstudents.com and enter the following code **EWH-9608** on the home page under “Have a Group Access Code?” This will allow you to enroll in the group policy with a credit card payment.

A list of other insurance providers may be found at:
www.studyabroad.com/marketplace/insurance.html

Regardless of the type of insurance you purchase, **doctors and hospitals require payment at the time of the visit.** You can seek reimbursement from your insurance company only after you have paid the bill and can produce the receipt. Some of these services will take credit cards as payment. You should also have access to emergency funds in case of hospitalization or other emergency medical care, as Middlebury College may not assume these expenses for students. In general, you will find medical care, particularly in the public sector, somewhat less expensive than in the U.S.

Foreign health insurance coverage should be considered complementary to, rather than a substitute for, a U.S. policy. Moreover, such insurance does not guarantee access to a public hospital, where there can be long waiting lists for all but major or emergency ailments, and private hospitals and clinics can be as expensive as their American counterparts. If you intend to travel outside of your host country, please remember that most local health insurance policies will be accepted only within the issuing country’s borders.



Chapter 6. Safety and Legal Issues

Safety Abroad

Safety is an understandable concern wherever you may be going, including in the United States. As a study abroad student, you should remain aware that you might stick out (depending on where you are), and *you should do what you can to minimize your risk*. The following are things you can do to help ensure that your study abroad experience is a safe one:

- Read and evaluate all materials provided by your program or university that relate to safety, health, legal, environmental, political, cultural, and religious conditions in your host country.
- Review the State Department Travel Advisories/Alerts/Warnings from the U.S. government: www.travel.state.gov.
- Pay attention to the local conditions. Stay informed about local and regional news, read newspapers with good international coverage and analysis of local issues.
- You should have valid identification (e.g., an international student ID card, a photocopy of your passport, or a driver's license) with you at all times. Also, leave photocopies at home of all your personal documents (*passport, credit cards, etc.*).
- Keep a low profile and try not to identify yourself as an American by dress, behavior, or speech.
- Avoid protests or potentially violent situations or places where Americans are known to congregate. In the event of disturbances, do not get involved.
- Be street smart. Remember that adjusting to city life is part of the cultural adjustment process, since most cities where students study abroad are much larger than Middlebury, Vermont.
- Do not carry anything of value in a backpack. Backpacks are a robber's prime target. Zippers can be opened or material cut with a knife and wallets lifted without anyone seeing or realizing it. Backpacks are also easy to set down, making it easy for anyone to pick them up and walk away. Thieves have a great many tricks that require you to let go of your bag: a person may ask you for directions, obliging you to set down your bag to look at a map, and an accomplice picks up the bag and walks off with it; someone "accidentally" spills something on your coat and bag then courteously insists on helping to clean it off and takes off with the bag or an accomplice comes along and carries it off.
- Instead of a backpack, buy a small flexible bag that you can hang around your neck and/or a money belt to hide inside clothing to store your passport and money. This is absolutely necessary when you change money at the bank or American Express. Thieves watch these places and trail their victims after seeing that they have received a lot of money. Should you carry a handbag, wear it across your body rather than under your arm, and with the clasp against your body. Do not carry money or valuable papers in your pocket.
- If you must exchange money, do it at a time when you can go directly home afterwards instead of between classes or before going out at night. In general, try never to have a large amount of cash on you.



- Do not carry house keys and your address, or credit/debit cards and personal identification number (PIN), in the same place.
- Keep your residence locked and report any suspicious persons hanging around your building or campus.
- Register upon arrival with the U.S. consulate or embassy having jurisdiction over the area in which you are living (if you have not registered before departure see page 2).
- Make sure your family at home and your resident director, host family, and/or foreign university official knows how to contact you in case of emergency. Leave your itinerary if you are traveling.
- Avoid walking alone at night. Go places with friends rather than alone, and do not go to someone else's home alone or invite anyone to yours. Cultural differences and language difficulties can lead to "misunderstandings." Women, particularly, should avoid behavior that might be perceived as overly friendly and should discourage any such advances by others.
- Traveling with host country friends, as opposed to American friends, will provide you with an extra degree of safety.
- Be wary of impairing your judgment through the excessive use of alcohol, and do not use illegal drugs.
- Do not display money, jewelry, cameras, or other valuable items.
- Be wary of motorcycles. While walking along the street, carry your purse and/or bag on the inside next to a building. Motorcyclists can grab your purse/bag or cut it away in a matter of seconds.
- Familiarize yourself with your neighborhood, locate your nearest police station and hospital, and be sure you have any emergency phone numbers.
- Don't allow yourself to be vulnerable. Take the same precautions you would at home regarding giving out your name and address to unknown people. North Americans are notorious for talking to strangers and lending a helping hand. When a stranger requests the time, a light, or directions, either ignore the request or oblige from a safe distance, paying close attention to your belongings.
- Regarding road travel, be aware that driving customs vary a great deal, and in most countries pedestrians are not given the right of way. Find out which roads are safest and whether it is safe to travel on overnight trains and buses. You are advised not to drive at all while abroad, especially in countries where driving on the left-hand side of the road is the norm.
- Unfortunately women travelers are more likely to encounter sexual harassment, but dangerous or uncomfortable situations can sometimes be avoided by dressing conservatively, not walking alone at night or in questionable neighborhoods, and not agreeing to meet anyone in a secluded place. In addition, be aware that there are many unfortunate stereotypes about American women.
- If, during your stay abroad, there is a serious event involving casualties (whether or not it has put you personally at risk) that is likely to gain international media exposure, we urge you to contact your family by phone, fax, or e-mail, to reassure them that you are okay. Remember that what may seem like a relatively minor local event to you could cause alarm back home.

Terrorism

Unfortunately, terrorism is a reality today. Although it is highly unlikely that you will be the object of a terrorist act, there *are* precautions that you can take to minimize your exposure to risk:

- Keep a low profile.
- Do not draw attention to yourself through culturally inappropriate dress or behavior.
- Avoid traveling in groups of Americans and speaking English in public.
- Avoid areas with U.S. interests, such as the U.S. Embassy, McDonalds, Hard Rock Café, American Express, etc.
- Avoid crowds and protest situations.
- Keep abreast of news and stay in contact with your family.

For more information on safety:

- State Department Travel Advisories/Alerts/Warnings: www.travel.state.gov
- Study Abroad Safety Handbook: www.studentsabroad.com/
- Association for Safe International Road Travel, promotes road travel safety through education and advocacy. This organization compiles yearly updated road travel reports on over 60 countries (there is a charge for obtaining the reports): www.asirt.org

Legal Issues

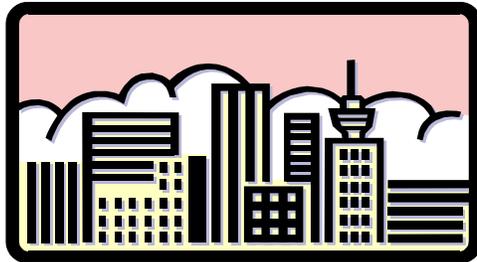
When you are abroad you are subject to the laws of the country in which you are living and studying. The laws are likely to be very different from those in the U.S. and in Middlebury, Vermont. You should know that the American principle of "innocent until proven guilty" does not apply in all legal systems abroad, so the best advice for you is to know the laws and obey them. Please remember that if you should get yourself into trouble with the law in your host country, there is nothing Middlebury can do for you, and there is little the U.S. Embassy or Consulate can do.

Additional words of advice:

- The only assistance the U.S. Embassy or Consulate can provide for you is to give you a list of local attorneys and physicians, contact your next of kin in case of emergency, contact friends or relatives on your behalf to request funds or guidance, provide assistance during civil unrest or natural disaster, and replace a lost or stolen passport. They cannot get you out of jail.

· The experience of a foreign jail is not something with which you want to become familiar in your host country. In many cases the conditions are deplorable, and bail provisions as we know them in the U.S. are rare in many countries.

· You should avoid all involvement with illegal drugs. In most cases, drug laws are extremely severe (much stricter than in the U.S.), regardless of whether the drug is in possession for personal use or for sale, and in many cases regardless of the amount. (There have been cases of Americans arrested and jailed for long periods abroad for possessing as little as 1/10 ounce of marijuana.)



Chapter 7. Cross-cultural issues

Robert Kohls, a renowned author of intercultural literature, defines culture as "an integrated system of learned behavior patterns that are characteristic of the members of any given society ... the total way of life of particular groups of people. It includes everything that a group of people thinks, says, does, and makes, its customs, language, material artifacts and shared systems of attitudes and feelings. Culture is learned and transmitted from generation to generation." It is important to recognize your own "cultural baggage" when you go abroad.



Personal Inventory

Study, travel or work abroad is a whole-person experience. The parts of your identity that make you unique inevitably become part of your experience abroad. Time abroad often facilitates personal reflection and teaches people as much about themselves as it does about other people. Before you go, you will want to consider how your identity might affect, or be affected by, your experience abroad. See the list below and resources it directs you to.

Gender

Gender is a characteristic that can affect your experience abroad. Both women and men are often particularly aware of gender-based treatment in a foreign culture that differs from their home culture. It's good to talk with someone who has spent time in your host country about these differences before you go. For women who have concerns about sexual harassment, safety, or social expectations, there are a number of books devoted to these issues such as *A Journey of One's Own: Uncommon Advice for the Independent Woman Traveler* (by Thalia Zepatos, 1996); *Travelers' Tales: Gutsy Women, Travel Tips, and Wisdom for the Road* (by Marybeth Bond, 1996); *Gutsy Women: More Travel Tips and Wisdom from the Road* (by Marybeth Bond, 2001); and *Safety and Security for Women Who Travel* (Travelers' Tales Guides; by Sheila Swan and Peter Laufer, 1998).

Race, Ethnicity, Minority or Majority Status

Because of your race or ethnicity, you may be accorded different privileges or experience different barriers abroad than those you experience at home. Different cultures define "race" and "ethnicity" differently, create different categories, and expect different things of people within these categories.

Class

Overseas you may experience class issues differently than you do at home. In certain contexts, working class Americans may be considered rich. In other contexts, upper-middle class Americans may be considered poor. Certain cultures have more rigidly defined or more openly articulated ideas about class than those in the United States. Think about who you will be meeting as a student engaged in higher learning in your host country. Think about who you would like to meet during your semester or year abroad.

Sexual Orientation

Depending on your sexual orientation you may be granted different privileges or encounter different challenges abroad than at home. At the same time, while overseas, people often examine, or reexamine, questions of sexual identity because of increased personal freedom or increased time for personal reflection. Since many ideas we have about sexual orientation and sexuality are culturally-based, students need to be aware of how this will affect their relationships with host nationals, cultural adjustment and reentry, and the overall study abroad experience. Please feel free to talk with the staff of International Programs and Off-Campus Study about this issue and/or consult www.indiana.edu/~overseas/lesbigay/student.htm.

Religion

People around the world have different ideas and expectations regarding religion. To be respectful of others, it is important to learn as much as possible about the religious beliefs, practices and norms of the area to which you are traveling. You may also want to research whether or not people of your faith meet and practice in the place you are going.

Disability

Travel is always a challenge to a person's problem-solving abilities; this is no different for a person with a disability. People with disabilities not only meet these challenges, but some people have written about their experiences, making it easier for the travelers who follow them. While overseas, people with disabilities will likely find some things inaccessible, but preparation and persistence can help. Mobility International USA (phone/TTY: 541-343-1284; www.miusa.org) is an excellent resource on travel for people with physical disabilities. Please also feel free to contact Middlebury's Americans with Disabilities Act Office at extension 5936 if you have concerns about these issues.

Learning Style

You will probably find that the teaching styles and the learning expectations at higher education institutions in your host country are different from those at U.S. institutions. Classes in many other countries are often more formal, consisting almost entirely of lecture with little interaction between students and professors. Research the system of education in your host country before your departure. Be prepared to be an active participant in your learning. Talk with students who have studied abroad in your host country about these issues. (Please also see the Academic Matters section of this handbook, specifically "Academic Environment Abroad.")

Dietary Concerns

In the United States, we live in a society which offers a wide range of food choice. When traveling abroad, it is sometimes difficult to maintain a particular diet (for example, a vegetarian or medically-restricted diet). Vegetarianism can mean a variety of things to different people. Think carefully about how your food choices might affect your friends who invite you to dinner, your homestay family, or students with whom you cook in the residence halls. Prepare yourself for societies in which ingredients are rarely listed on packaging. Also, if you have any food allergies, make sure to discuss this with your physician(s) and program provider.

Health

Because an experience abroad can be physically, mentally and emotionally demanding, think carefully about your health. A certain amount of stress due to culture shock and a change in living conditions is a normal part of an experience abroad. In some cases, such stress may aggravate an illness you have under control at home. You may also have concerns about health care facilities and insurance. (Please see the Healthcare Issues section in this handbook for more detailed information.)

Smoking

While there is currently a strong movement in the United States against smoking in public places, the situation in many other countries is quite different. While abroad, you may encounter more second-hand smoke than you are used to, with smokers showing little concern about whether or not it bothers you (for example, in restaurants or on trains). For smokers, traveling abroad might be a long-sought haven of smoking freedom.

Being a Foreigner abroad

Your foreign language skills, your clothes and your body language, and the volume of your speech will make you recognizable as a foreigner. Once you are settled, your time might be well spent observing the locals and identifying various ways in which their appearance and demeanor are different from what you are used to.

Being an American abroad

As with any of the previously mentioned identity issues, there are many stereotypes that exist, and Americans are not excluded from this. Frequently, the stereotype of the American is not at all flattering, and can include characteristics such as:

- arrogant patriotism (the "ugly American" who expects everyone to speak English and thinks that every country should pattern itself after the United States)
- loud and overly friendly behavior
- drunkenness
- immature behavior
- obsessed with being hard working
- wealthy
- ignorant of other countries
- promiscuous
- always in a hurry



It is up to you to behave in a way that will show the people in your host country that these are in many ways unjustified stereotypes that cannot be applied arbitrarily, at least to you.

It is important, however, to recognize your "Americanness" and to think about what cultural baggage you will be carrying abroad. To help you think about this, Kohls has developed a list of 13 commonly held American values. See if you recognize yourself in any of these values, and think about the fact that some cultures have values that are completely opposite to these American values:

Personal control over the environment - Americans do not generally believe in the power of fate; they see this as superstitious and reflective of an unwillingness to take initiative. Life's problems tend to be viewed as coming from one's laziness or unwillingness to take responsibility, rather than from bad luck.

Change - Americans tend to see change as good, leading to development, improvement, and progress. More traditional cultures see change as destructive; they value stability and tradition.

Time - Time is of utmost importance to Americans. Time is something to be on, kept, filled, saved, lost, wasted, and even killed. Americans tend to be more concerned with getting things done on time than they are with interpersonal relationships. Americans stop discussions abruptly in order to make appointments on time and to be productive.



Equality and fairness - Equality is so valued in American culture that it is seen as having a religious basis. At least in theory, Americans believe that all people are created equal and that everyone should have equal opportunities.

Individualism and interdependence - Americans tend to view themselves as highly individualistic and resist being thought of as part of any homogenous group. Individualism leads to privacy, which most Americans highly value. It is interesting to note that the word for "privacy" does not even exist in many non-Western languages.

Self-help and initiative - Americans tend to take credit for accomplishments as individuals, and they tend to value the "self-made" man or woman.

Competition - Americans tend to believe that competition brings out the best in people, and "free enterprise" is valued in many areas of life.

Future orientation - Americans tend to value the future, devalue the past, and to an extent, are unaware of the present. Many Americans work so hard and think so much about their future that a perfectly happy present often goes unnoticed.

Action/work orientation - Americans tend to see any action as superior to inaction. Americans tend to schedule an active life and schedule in time for relaxation. Often the first question people ask each other when meeting is, "What do you do?" meaning what is their profession.

Informality - Americans are more informal than many other cultures. For example, many Americans call their bosses by their first names, dress is more casual attire, even at formal events, and even greetings are casual (e.g., "Hi" rather than, "Hello, how are you?").

Directness, openness, and honesty - Americans tend to prefer the direct approach to delivering information, no matter how unpleasant. Americans tend to see honesty as most important, and anyone who uses an intermediary to deliver unpleasant information is seen as manipulative and untrustworthy.

Practicality and efficiency - The reputation of Americans is practical and efficient. They tend to value rational and objective decisions over emotional and subjective ones, and the pragmatic approach is the overwhelming philosophy.

Materialism and acquisitiveness - Foreigners tend to consider Americans to be very materialistic. Americans tend to give high priority to obtaining, maintaining, and protecting material objects, and they value newness and innovation.

Dealing with anti-American sentiment

There may be times when you feel as though you are being attacked personally for being an American. Sometimes you will be expected to answer questions about American foreign policy and to justify the actions of your government with which you may or may not agree. There is no right or wrong way to deal with anti-American slurs or suggestions, and you will certainly develop your own strategy for addressing these issues. However, some suggestions are not to reinforce the negative American stereotypes with your own behavior, and to try to understand the motives of the person criticizing you and your country. Ask more questions to try to understand why the person believes what s/he does. Most importantly, remain tolerant and avoid becoming defensive; keep an open mind and use the experience to learn about yourself and about cultural differences.

Particularly in the post-9/11 environment, students are encouraged to prepare themselves for conversations about U.S. foreign policies and the reasons behind them by brushing up on American political and cultural history. It is also critical to understand the current U.S. foreign policy towards the country you will be studying in, as well as that country's current political climate. A well-informed student will be better able to engage himself/herself thoughtfully in conversations with host country nationals rather than taking criticism of U.S. policy as a personal attack or insult.

Being an International Student in the U.S. and then Going Abroad

Studying abroad affords you advantages over your U.S. counterparts. Having left your home country to study abroad in the U.S., you've already learned how to adjust to a new culture, educational system, and language. Your skills and experience may help you to enjoy a relatively smooth transition into your new host culture and university setting. However, please keep in mind that you may still experience culture shock, feelings of isolation, or adjustment difficulties.

Cross-cultural adjustment

Because of the cultural differences you will encounter, as well as the cultural baggage that you will inevitably take with you abroad, you will certainly encounter some adjustment issues. This is nothing to fear, and indeed it is a normal and common part of the process. It should help you to know a little bit about what you may experience.

Upon arrival in the host country, many students go through an initial phase of euphoria and excitement, sometimes known as the "honeymoon phase." You will probably be very excited by the newness of your surroundings and things that appear unusual will be interesting. Sometimes students in this first stage have a false sense of security, so it is especially important to keep safety precautions in mind. After this initial period wears off, it is common to feel that your usual

ways of dealing with things and your habits and routines do not work in your host country. There are endless subtle cultural differences, and the most minor tasks may seem major. For example, you may encounter difficulties with language, housing, money, transportation, food, recreation, and even health. You may begin to feel like an outsider, things may seem confusing and frustrating, and you may even start to feel a little depressed. This psychological disorientation is what is often referred to as "culture shock."

There is no right or wrong way to deal with culture shock, but the most important thing is to be aware that this is a very normal phenomenon, so recognizing and accepting its existence is an important first step. It is suggested that you avoid seeking out other disgruntled or unhappy people, and do not isolate yourself. Do not sit around criticizing the culture and being negative; this will just prolong your gloom. Keep busy, set goals for yourself, and try not to be judgmental. Be aware that the problems probably are not so much with your surroundings, but with your own adjustment to it. In time, the negative symptoms of culture shock will disappear, and you will certainly adjust. Kohls states that, "Culture shock is in some degree inevitable . . . and is the occupational hazard of overseas living through which one has to be willing to go in order to enjoy the pleasures of experiencing other countries and cultures in depth."



Please see Appendix 2: Recommended Reading Before You Go Abroad for useful resources on cross-cultural issues and adjustment.

How to Cope With Culture Shock

- Be aware that it does exist.
- Remember that the problem isn't with "them," but with you.
- Don't think that you are "strange" or "abnormal."
- While sometimes difficult, remember that culture shock can leave you with broader perspectives, deeper insights, and wider tolerance.
- Don't sit around being negative and critical—go out and do something.
- Look for the best, not the worst.
- Before you go abroad, learn as much as you can about your host country.
- Keep an open mind.
- Practice laughing at yourself.

Chapter 8. Sustainable Study Abroad

Attention Study Abroad Students!

Did you know:

- Traveling 2,000 miles in an airplane emits ONE TON of CO₂ *per passenger*
- During the academic year each Middlebury student is responsible for nearly THREE TONS of CO₂ emission for energy use



As you may know, Middlebury College has made a commitment to becoming carbon neutral to help address global warming. **This chapter outlines several important steps you can take to Green your study abroad experience:**

- **Reduce your energy consumption and live a sustainable life**, both at home and abroad. Review our Resources for Sustainable Travel (see box below) to learn about steps you can take to make a difference.
- **Purchase carbon offsets** – First and foremost, it is important to reduce your energy consumption and live a sustainable life, both at home and abroad. However, when you study abroad your air travel produces a tremendous quantity of greenhouse gases, contributing to climate warming. To offset these emissions, you can purchase renewable energy to neutralize your footprint. *You can make a difference!*

Offsetting your study abroad carbon footprint from travel costs only \$36 through Native Energy of Vermont (www.nativeenergy.com). Your offset will fund Native American owned wind power or family farm methane digesters projects that create electricity from cow manure. By purchasing renewable energy, you are increasing its production, reducing greenhouse gas emissions from fossil fuel burning, and helping the College meet its CO₂ reduction goals. When you return from abroad, you will also receive a certificate and a coupon for a pint of Ben & Jerry's ice cream!

For more information on the carbon offset program see our web page: www.middlebury.edu/international/sa/sustainable/carbon_offsets, and email Stacey Thebodo (sthebodo@middlebury.edu) if you would like to participate.

- **Participate in the Green Passport Program** - Keep track of actions you take abroad that are within our suggested guidelines of a responsible traveler and/or which seek to make connections regarding sustainability concepts, and you will be able to upload your information to the Green Passport web site (www.greenpassport.us). Acknowledging the interconnectedness of the world's people and the environment, Green Passport holders:
 - Minimize their impact on the environment
 - Act in culturally respectful ways
 - Engage with locals and immerse themselves in the local community
 - Give back to their host communities

Email Stacey Thebodo (sthebodo@middlebury.edu) for information on how to participate in the Green Passport Program.

- **Apply for a Sustainable Study Abroad Grant** – Sustainable Study Abroad Grants of up to \$500 are available to students studying abroad through Middlebury College. Undergraduates studying at the C.V. Starr Middlebury Schools Abroad, as well as Middlebury students studying abroad on approved non-Middlebury programs, are eligible for these grants.

Students should submit proposals (note the deadlines: July 15 for fall and November 15 for spring) that outline research or projects related to sustainability in which they will be participating during their semester abroad. Grants may be used for research projects or participation in events or projects related to sustainability issues; this may include projects or research that look at ways of reducing the human impact on the environment, enhancing social well-being, or economic development that addresses the environment and/or social well-being. Grant recipients who are Middlebury undergraduates will be expected to present their projects back on campus at a special event arranged for this purpose.

Sustainable Study Abroad Student Grants are co-sponsored by International Programs and Off-Campus Study and Environmental Affairs. For more information and an application see our web page: www.middlebury.edu/international/sa/sustainable/grants.

- **Project 350** - 350.org is a new global initiative launched by Middlebury graduates to spread a particular idea: 350 -- the safe parts per million level of CO₂ in the atmosphere. We believe 350, a benchmark for where we need to move as a planet, may just be the most important number in the world. Our goal is to bring people all across the globe together and with our collective voice move this number 350 to the very heart of public consciousness. Through art, music, education, rallies, and actions of all kind, we're inviting people to help spread this number and make 350 the benchmark for international action to address the climate crisis.

You can help build this movement while you study abroad. Climate change is already harming communities all over the world, especially the poorest and most vulnerable. Meanwhile, the media and politicians often overlook the voices of ordinary citizens. 350.org will provide a megaphone for individuals everywhere. We need your help to weave their voices, their innovative ideas, their commitment and our collective drive to save our planet into something more powerful than the sum of its parts.

There are many ways you can help in the country you study in: networking with organizations, organizing actions, talking with people you meet during your travels, documenting stories, and more. There is also potential for more formal involvement and internship opportunities for students that are interested in working closely with this initiative. No matter what degree you feel you can help we encourage you to email us, organizers@350.org, to discuss this project more. For a more information on working with 350 and climate change issues while you are abroad, see www.350.org.

Resources for Information on Sustainable Travel:

Sustainable Travel and Study Abroad, by Astrid Jirka:

www.transitionsabroad.com/publications/studyabroadmagazine/2006Fall/sustainable_travel_and_study_abroad.shtml

Abroad View's Better Travel for a Better World:

www.abroadview.org/green/

An interview with Bill McKibben on sustainability and study abroad:

www.abroadview.org/green/mckibben.htm

Transitions Abroad's Responsible Travel Handbook:

www.transitionsabroad.com/listings/travel/responsible/responsible_travel_handbook.pdf

Sustainable Travel International's Sustainable Travel Checklist:

www.sustainabletravelinternational.org/documents/gi_travelchecklist.html

Global Footprint Network:

www.footprintnetwork.org/index.php



Chapter 9. Money Matters

Managing your money abroad can be challenging, and advance planning is important. Before you go, pay attention to the exchange rate between the U.S. dollar and the currency of your host country, and learn to think in the foreign currency.

How much to take

Your program or university's international office should be able to provide you with estimates of how much spending money you will need. Also, consult students who have returned from studying in the country to which you are going (International Programs and Off-Campus Study can provide you with a list of returned study abroad students).

Keep in mind that the amount of money you spend ultimately depends on the lifestyle you choose. One returned study abroad student noted, "I would even make a direct relationship here: the less money you spend, the better the experience. The more money you spend, the more you alienate yourself from the experience and miss a main point of the program."

You should budget extra if you are planning to travel before or after your program. Plane tickets are often more expensive than in the U.S., but train and bus travel has remained relatively inexpensive in many countries. If you are a big spender in the U.S., bringing more money would be a good idea. Students who plan to regularly sample the nightlife of their host city should budget extra money for taxis.

Remember, if you are receiving any form of financial aid that will be contributing to the cost of your program, it may take several weeks (or more) after the start of your program in order for the financial aid to be processed and the funds sent to you; be sure to take enough money to last you for the first month or two until the financial aid arrives.

Be sure to budget for the following potential expenses:

- tuition
- room/housing
- meals (board)
- university fees
- study abroad fee
- airfare
- transportation in country
- passport/visa
- immunizations/preventive medicines
- books and supplies
- communication costs (phone, e-mail, postage)
- health insurance
- taxes
- clothes
- gifts
- recreation and travel
- expenses for any breaks
- personal expenses



Fees for study abroad

Look closely at program fees. Programs advertise fixed costs; often there are significant living and transportation expenses that must be calculated by students. In general, most study abroad experiences can be achieved well within the total cost of a semester or year at Middlebury. Students returning from study abroad are the best sources of information about the real expenses of such study.

Middlebury study abroad fee

All Middlebury students studying abroad are charged a non-refundable administrative fee of \$1,300 per semester abroad. **Be sure to notify your parents/guardians of this fee**, which covers some of the costs associated with the administration of the study abroad process.

Financial Aid

U.S. citizens eligible to receive federal grants and loans can usually apply these to any kind of approved study abroad. Check with the Office of Student Financial Services for more detailed information (http://www.middlebury.edu/offices/support/sfs/aid_apply/study_abroad).

Middlebury grant and loan financial aid is available for students who study at Middlebury Schools Abroad or who are pre-approved International Studies majors with a focus on African or South Asian Studies (studying abroad in the region of focus), students on official exchange programs, or Classics and Classical Studies majors on approved programs in Greece or Italy.

Middlebury grant and loan financial aid is not available for study in countries where English is the official language or lingua franca or for SIT Study Abroad programs, unless part of the African or South Asian Studies tracks in IS (competitive scholarships are available directly from SIT), even when the program is conducted in a language taught at Middlebury (e.g., francophone Africa, Latin America). Middlebury financial aid is also not available for students who seek to study on non-Middlebury programs in their home country.

Working out financial aid arrangements for studying off-campus requires more time and paper work than staying at Middlebury. This should not discourage you, but you need to be especially diligent in seeing that things are done in a timely manner. For non-Middlebury programs (including exchanges), after you are approved to study abroad, you must have a consortium agreement completed by your host program or university. Consortium agreements are available from Student Financial Services (and can be found online: <http://www.middlebury.edu/offices/support/sfs/forms>); they should be completed as soon as possible and returned to Middlebury's Financial Aid Office. Please see Student Financial Services for more information (http://www.middlebury.edu/offices/support/sfs/aid_apply/study_abroad).

For more information on outside financial aid sources and scholarships, see http://www.middlebury.edu/international/sa/what_to_know/scholarships

How to carry your money

No traveler should carry large amounts of cash, but it is a good idea to change a small amount of money into the foreign currency before you arrive in your host country. You can change money at any international airport; however, the exchange rates and fees are not the most favorable. You can carry the rest of your money in the form of traveler's checks, credit cards, and/or an international bank draft or bank check, drawn in the currency of your host country. Check with your program or with the international office at your host university to find out the best way to transport your money to your particular host country.

Banking

You may want to open a bank account at a local bank when you arrive in your host country. Your resident director or the international office staff can advise you how to do this. You may wish to compare the account options and services at several different banks before choosing one. Be sure to ask if there are any restrictions for international students.

ATM cards

In many countries around the world (especially the more developed countries or those with high levels of Western tourism), you can find ATMs where you can use your ATM card from home to withdraw money (in the local currency) from your bank account in the United States. Be sure to check with your bank at home for availability and transaction fees, as well as making sure your PIN is valid abroad. You should also notify your bank that you will be abroad, so they will not assume charges from abroad are fraudulent and freeze your account. It is a good idea to make sure your card is not just an ATM, but also has a Visa or MasterCard symbol on it. If it has either of these symbols, you can use it in machines that bear these symbols, and you can also use it to make purchases similar to a credit card. Note that fraud is widespread; only use ATM machines attached to banks.

Traveler's checks

Traveler's checks are a safe and convenient way to carry money and are accepted most places in the world. You should note, also, that in some countries it is becoming more difficult to cash traveler's checks, so be sure to get advice from your program or university. If the checks are lost or stolen, they can be replaced for full value, as long as you have kept a record of the serial numbers (keep the receipt of the check numbers in a separate place from your traveler's checks). You can purchase traveler's checks at some banks in the US, and they can be exchanged at banks and money changing houses (e.g., Bureau de Change) overseas. Note, however, that in some countries traveler's checks can only be cashed at banks. You will have to show identification for changing checks, so bring along your passport. Be aware that there is usually a transaction fee for changing money.

Credit cards

In most places around the world, it is a good idea to have a credit card for emergencies. Check with your program or the international office staff for suggestions on which credit card(s) to bring, as there are always exceptions on what is accepted in particular countries. Credit cards can be useful for large purchases or for hotels, shops, and airline or train ticket purchases, and they can be used for obtaining cash advances from a bank.

Wire transfer

Wire transfers are quick, but relatively expensive and in some parts of the world, unreliable. In some cases you may have to establish an account abroad in order to receive the money. Therefore, it is not recommended that you rely on wire transfers for your money, but they can be useful in an emergency.

Checks and bank drafts

In most countries checking accounts are not as widely used as they are in the U.S. Do not rely on being able to cash personal checks from home from your own account or from your parents. It would take so long for the check to clear it would not be worth it. However, if you carry an American Express card, and if there is an American Express office in your host city, you may be able to cash personal checks there. Check with American Express for more information.

It is possible to obtain a foreign currency draft against a recognized bank in your host country from an American bank (e.g., a check in Japanese yen drawn against a Japanese bank). The exchange rate is not likely to be very favorable, but you can cash the check abroad (although it will take some time to clear). If you must get a check sent to you in American currency, it is advisable to get a check drawn against a major American bank (again, it will take time to clear).



Chapter 10. Logistical details while you are away

Keeping in touch with Middlebury

It is important that you give your address abroad to International Programs and Off-Campus Study (including your e-mail address different from your Middlebury address). Remember, you know where we are, but we don't necessarily know where you are! If you do not know your address abroad before you leave, please let us know as soon as you get settled.

The contact information for International Programs and Off-Campus Study is:

International Programs and Off-Campus Study
Middlebury College
Sunderland Language Center
Middlebury, VT 05753 USA
tel: (802) 443-5745
fax: (802) 443-3157
email: studyabroad@middlebury.edu

Other contact information for offices at Middlebury that you may need while you are away:

Registrar's Office
tel: (802) 443-5382
fax: (802) 443-2063
email: registrar@middlebury.edu

Financial Aid
tel: (802) 443-5158
fax: (802) 443-2065
email: studentfinancialservices@middlebury.edu

Housing
www.middlebury.edu/studentlife/commons
email: khall@middlebury.edu

Student Financial Services
tel: (802) 443-5374
fax: (802) 443-2058
email: studentfinancialservices@middlebury.edu

Career Services
tel: (802) 443-5100
fax: (802) 443-2061
email: cso@middlebury.edu



Counseling and Human Relations
tel: (802) 443-5141
e-mail: cchr@middlebury.edu

Student Employment
tel: (802) 443-5377
fax: (802) 443-2990
email: dgilbert@middlebury.edu

Course registration for the semester you return to Middlebury

You will be notified by email about registration processes and timing (so be sure to check your Middlebury email). If you have (reliable) Internet access and access to a browser that supports forms, you can register on the Web. If you do not have Web access, the Registrar's Office can help you register; or, we will send the written materials (though that will take significantly more time), and you may register by e-mail, fax, or regular mail. In order to receive hard copy registration materials abroad, you must provide International Programs and Off-Campus Study with your address. You may send, fax, or e-mail your contact information to International Programs and Off-Campus Study (see above). Registration materials will be sent out in mid-October for students returning to Middlebury in the spring, and the beginning of April for students returning to Middlebury in the fall, so you can expect to receive them a couple of weeks later. Please remember that we cannot be responsible for the postal system in this country or in any other. Please note that if you do not provide us with your address, your registration materials will be sent to your parents'/permanent address, so be sure to check in with them.

Housing for the semester you return to Middlebury

Room draw for housing for the next academic year takes place in March/April. Students will be contacted by e-mail in February with instructions.



Please make sure that your finances are settled prior to room draw as unpaid fees prevent you from participating in room draw. Information about room draw will be posted on Middlebury's Web site at www.middlebury.edu/studentlife/commons. If you have questions, contact Karin Hall-Kolts at khall@middlebury.edu.

Academic Interest Houses: If you are interested in living in one of the academic interest houses, please contact the appropriate academic department by mid-February for an application form. These houses include Arabic, Chinese, French, Portuguese, Spanish, Italian, German, Russian, Japanese, Weybridge Environmental House or PALANA Center. Students interested in Resident Assistant positions for academic interest houses should contact the related academic department chair.

Off Campus: Students with two or fewer semesters left until graduation who are interested in applying to live off campus senior year, should write to Karin Hall-Kolts

(khall@middlebury.edu) by January 30. Off-campus lottery will be held sometime in February.

Social Houses: If you are a social house member and would like to live in your house, please contact the President of your social house by March 1st. If you are selected to live in a social house for the upcoming fall semester, it is YOUR responsibility to contact [the](#) social house president to confirm this. Failure to communicate this to her may result in your inability to move into the Social House. *You must confirm your social house placement PRIOR to room draw.*

Career Services

While abroad many students are looking ahead to summer job or internship opportunities. Middlebury's Career Services Office has a web page where you can learn about these opportunities: <http://www.middlebury.edu/academics/resources/cso>.



The Campus

Should you wish to keep in touch with what is happening at Middlebury, you can view the campus newspaper at: <http://www.middleburycampus.com/>



Chapter 11. Returning home after study abroad

Please see Appendix 1 for a checklist of things to do when you return from abroad.

Transferring your credit to Middlebury

1. *Transcript*: at the end of your semester or year abroad, your program or university should send an official transcript to:

Stacey Thebodo, Assistant Director
International Programs and Off-Campus Study
Sunderland Language Center
Middlebury College
Middlebury, VT 05753 USA

Transcripts must be sent directly from your program or host university to International Programs (hand-carried transcripts are not accepted). Do not assume your program or university knows where to send your transcript; please double check that they have the correct information. It is your responsibility to request a transcript.

2. *Independent study or internship*: If an independent study or internship is part of your program (such as School for International Training programs), you must bring your project/written work back to campus to be reviewed by a Middlebury faculty member. Credit will only be transferred after this faculty member has read and approved your independent study or internship. Failure of the project to meet Middlebury's standards may jeopardize the transfer of credit.

3. *Evaluation*: You must also complete an evaluation of your study abroad experience in order to receive transfer credit. An evaluation form will be made available to you after you return to Middlebury. Completed evaluations will be posted anonymously on our web page and can be viewed (only) by the Middlebury College community. Evaluating your period of study abroad is one of the most valuable services you can render Middlebury College and future students wishing to study abroad and one of the most important ways you can help us maintain the highest possible standards.

4. *Major, minor or distribution credit*: If you are seeking major, minor or distribution credit for any courses you took abroad, you should first check the [Course Information Database](http://www.middlebury.edu/international/sa/cid) (<http://www.middlebury.edu/international/sa/cid>) to see if the course has already been approved for major/minor/distribution credit. To apply a pre-approved academic distribution or cultures and civilizations attribute to your student record, you must contact the [Registrar's Office](mailto:registrar@middlebury.edu) (registrar@middlebury.edu). If the course is NOT listed in the Course Information Database, you can complete a [Transfer Credit Application Form](http://www.middlebury.edu/international/sa/returning/credit) (found here: www.middlebury.edu/international/sa/returning/credit). Signatures are required from the appropriate Department Chairs. Transfer Credit Application Forms are NOT necessary to receive general credit.



Cross-cultural re-entry

*We shall not cease from exploration
And the end of all our exploring
Will be to arrive where we started
And know the place for the first time.*



--T.S. Eliot

When you return from studying abroad, it is very common to experience what is known as "re-entry." You may have heard it referred to as re-entry culture shock, or return culture shock. Regardless of the name, coming home from study abroad can be a challenging and difficult time, and it can also be the time when you learn the most from your cross-cultural experience. As you re-adjust to the culture of the United States and to the culture of Middlebury, it may be helpful to know a little more about what you are going through and some positive ways of dealing with it (please see Appendix 3 for additional information on re-entry resources).

What is re-entry?

Re-entry can be defined as the often unexpected and sometimes difficult experience of re-adjusting to life in one's home culture after living abroad. Some study abroad returnees do not find re-entry to be difficult; however, most returnees experience some degree of stress upon returning home. In fact, for many students the process of re-adapting to home after study abroad is even more difficult than adjusting to your host culture! Re-entry is different for everyone, just as your experience abroad was unique and special. However, there are some common re-adjustment issues that study abroad students report:

Personal Growth and Change--You may have experienced a challenge to your beliefs, convictions, values and world view while you were immersed in a different culture. You may have also experienced more academic freedom and personal independence while abroad. You may feel that you have matured and become more self-confident. You have undoubtedly changed in many ways. One of the greatest challenges of re-entry is having to adjust your "new" self to your "old" home. It is very common for returnees to experience loss of identity during this time.

New Knowledge and Skills--Just as your attitudes changed while you were abroad, you probably developed new knowledge, skills, and behavior patterns. For example, you probably developed competencies that helped you survive in your everyday life overseas, such as learning to find your way around a new city, to act in a culturally appropriate manner, and to converse about new subjects, and of course, foreign language skills. Other new competencies may include new knowledge about your major, new research skills, and new problem-solving skills. Some returnees feel frustrated if they feel these skills are of little use once they return home.

Relationships with Family and Friends--Some study abroad returnees say the most difficult issue to deal with when they return home is relationships with family and friends. It is important to realize that other people did not stay the same while you were gone (or in some cases they did not change). Also, all of your changes will undoubtedly affect your family and friends. Many returnees describe

feelings of alienation, and some say they feel pressure from family and friends to revert back to the person they were before study abroad. Perhaps the most difficult, and most common, aspect of this issue is telling others about the overseas experience. Many returnees find that beyond general questions such as, "So how was Australia?" their friends and family do not seem to be very interested in hearing about their experiences.

How does one cope with re-entry?

There are many positive ways of coping with re-entry. The process of re-adjustment can take weeks or months, and it is very important to give yourself time to cope with the experience. Perhaps the most vital coping strategy is to recognize that what you are going through is normal and very, very common. Expect a period of stress, and know that re-entry is a natural part of the re-adjustment process. The following are coping strategies suggested by study abroad returnees:

Talk with people who understand your situation. All of us in International Programs and Off-Campus Study have spent time abroad and love to hear about your experiences, and we can also help put you in touch with other returnees. Keep in touch with people from your host country and from your program.

Tell others about your study abroad experience. Let International Programs and Off-Campus Study know if you would be interested in speaking with prospective study abroad students or helping with pre-departure meetings or other international events. Talking to others who really want to hear about your experience can be a wonderful way to keep your study abroad experience alive.

Write about your cross-cultural learning. Writing will help you interpret your experiences and will advance your thinking forward. Self-empowerment comes from writing in that the more you write, the more opportunity you will have to better understand your host culture, your own culture, and yourself. Write an article for *The Campus* or other Middlebury publication, or simply keep your own journal of reflections and learning. If you wish you can submit your writing to *Abroad View* or the *Transitions Abroad* writing contest (see International Programs and Off-Campus Study for more information). [For more information on writing and the study abroad experience, see Writing Across Culture: An Introduction to Study Abroad and the Writing Process (see Appendix 2 for full details).]

Continue being a multi-cultural person. Seek out situations in which international experiences and perspectives are appreciated. International Programs and Off-Campus Study can tell you about opportunities to get involved in working on international events on campus, for example. Use your international perspective and skills to work on issues in the United States; there are volunteer opportunities right here in Middlebury. (Also, please see Appendix 4 for resources on other international opportunities.)

In conclusion, re-entry can be a time of stress, confusion, and tremendous personal growth. As you go through this experience, remember that re-entry is just another phase of cultural adjustment, and just as you adapted to your host culture, you will be able to re-adapt to the United States and to Middlebury. Remember to look positively on your re-entry experience, and allow it to help you look at your own culture as if you were discovering it for the first time.

Resources Used in the Writing of this Handbook

- Austin, Clyde. Cross-Cultural Re-Entry: A Book of Readings, Abilene, Texas: Abilene Christian University Press, 1986.
- Australian Education Office, Australia Beyond the Outback: A Pre-Departure Guide for North American Students, 1998.
- Beaver College Center for Education Abroad, Great Britain: Beaver College Pre-Departure Handbook 1998-99.
- Butler University Institute for Study Abroad, Student Handbook: Australian Programs 1998.
- Central Washington University, Overseas Study Handbook, 1997.
- CIEE: Council on International Educational Exchange, Travel Safe: AIDS and International Travel, brochure.
- Gordon, Arthur, How to Cope With Culture Shock, handout, unknown source.
- Hoffa, William W. Studyabroad.com Handbook: A Guide to Going Abroad, studyabroad.com web site.
- Hoffa, William W., Study Abroad: A Parent's Guide, NAFSA: Association of International Educators, 1998.
- Hoffa, William W. & Pearson, John, NAFSA's Guide to Education Abroad for Advisers and Administrators (Second Edition), NAFSA: Association of International Educators, 1997.
- Kohls, L. Robert. Survival Kit for Overseas Living, Yarmouth, Maine: Intercultural Press, 1996.
- Middlebury College Study Abroad Guidelines, International Programs and Off-Campus Study.
- NAFSA: Association of International Educators, Responsible Study Abroad: Health and Safety Guidelines and List of Post-9/11 Resources (www.secussa.nafsa.org/safetyabroad).
- NAFSA: Association of International Educators and CIEE: Council on International Educational Exchange, Health Check for Study, Work, and Travel Abroad, brochure.
- Rubin, Kyna, "Safety in Study Abroad," NAFSA Newsletter: Association of International Educators, Vol. 49 No. 3, February/March 1998.
- Storti, Craig. The Art of Crossing Cultures, Yarmouth, Maine: Intercultural Press, 1990.
- University of Minnesota, International Study and Travel Center, Personal Inventory, handout.

University of Vermont, General Pre-Departure Information for Students Directly Enrolling in an Overseas Institution, handout.

Wagner, Kenneth & Magistrale, Tony, Writing Across Culture: An Introduction to Study Abroad and the Writing Process, New York: Peter Lang Publishing, 1995.

Web sites:

www.travel.state.gov/passport_services.html

www.eurorail.com

www.statravel.com

www.miusa.org/

http://www.nafsa.org/knowledge_community_network.sec/education_abroad_1

www.state.gov/www/travel/consular_offices/FCO_index.html

www.studyabroad.com/handbook

www.transitionsabroad.com/

www.travel.state.gov



Appendix 1: Checklists: Details Before & After You Study Abroad

Checklist: To Do Before Leaving Middlebury

- Be sure International Programs and Off-Campus Study has an address, phone, fax, and e-mail where you can be reached abroad (or if you don't know it, be sure to send it as soon as possible after you arrive in your host country).
- You need to be approved by Middlebury in order to study abroad and to receive credit for your study abroad experience. If you have changed your plans since being approved, you must discuss this with International Programs and Off-Campus Study.
- Sign and return the Conditions of Participation form to International Programs and Off-Campus Study.
- Complete the on-line pre-departure questions and attend pre-departure orientation meetings (see <http://www.middlebury.edu/international/sa/events> for a meeting schedule, and check with International Programs and Off-Campus Study for more information).
- If you are on financial aid, call or stop by the Office of Student Financial Services. Tell them that you are a student going abroad, and ask them specifically if your financial aid is in order, both for the semester you are abroad and for the semester you return to Middlebury. Be sure to have your program or university complete a consortium agreement.
- Take care of any outstanding financial matters at Middlebury (if you do not take care of these matters you will not be able to register for courses for the semester you return to Middlebury).
- If you have plans to change your major and have not yet declared the change, be sure to take care of this with the Registrar's Office. Failing to declare your major will cause problems with your course registration for the semester you return.
- If you are not a U.S. citizen, check with the Office of International Students and Scholars to ensure your visa and other immigration papers are in order.



Checklist: To Do Before Going Abroad

- Obtain your passport. If you already have a passport, make sure it is valid for at least six months beyond the date of your return.
- Procure a student visa if necessary.
- Register with the Embassy (see page 2).
- Apply for an International Student Identity Card.
- Make flight arrangements, on your own, or if you are going on a sponsored program, check with the program sponsor for information on group flights.
- Pay any required fees to your program or university.
- Plan a budget and arrange to have some local currency with you when you leave. Make sure you have any credit cards, traveler's checks, bank cards, etc. which you are planning to use.
- You may wish to arrange for "power of attorney" for the person handling your financial affairs while you are away.
- See your doctor and any other healthcare practitioners that you regularly use.
- Get any required (and recommended if you wish) immunizations.
- Collect any documents you need to take with you, such as medical records, prescriptions, entry documents, etc.
- Work with your insurance agent or broker to make sure that you have appropriate medical/evacuation/repatriation insurance and any other travel insurance you wish to purchase, and purchase any needed policies (and make sure you understand your policies).
- Discuss any safety issues with your family, and be sure they know how to contact you in case of emergency.
- Research the risks and features of your host country.
- Arrange to vote absentee ballot for any elections you will miss while you are abroad.

- Check out the resources listed in Appendix 3 of this booklet: Recommended Reading: Before You Go Abroad.
- Make sure your program sponsor or university abroad has all of your required paperwork and has answered all of your questions.

Checklist: To Do Upon Your Return from Study Abroad

- Attend the gathering for returning study abroad students (contact International Programs and Off-Campus Study for date/time).
- Complete an Evaluation Form (which will be made available to you after you return to campus).
- Be sure your program or university sends a transcript to International Programs and Off-Campus Study.
- If you are seeking major, minor or distribution credit for any courses you took abroad, you should first check the [Course Information Database](http://www.middlebury.edu/international/sa/cid) (<http://www.middlebury.edu/international/sa/cid>) to see if the course has already been approved for major/minor/distribution credit. To apply a pre-approved academic distribution or cultures and civilizations attribute to your student record, you must contact the [Registrar's Office](mailto:registrar@middlebury.edu) (registrar@middlebury.edu). If the course is NOT listed in the Course Information Database, you can complete a [Transfer Credit Application Form](http://www.middlebury.edu/international/sa/returning/credit) (found here: www.middlebury.edu/international/sa/returning/credit). Signatures are required from the appropriate Department Chairs. Transfer Credit Application Forms are NOT necessary to receive general credit.
- If you did an internship or independent study abroad, be sure the appropriate Middlebury faculty member evaluates your project/internship and notifies Stacey Thebodo (sthebodo@middlebury.edu) that the project is acceptable for Middlebury credit.
- Enter your photos from abroad in the Study Abroad Photo Contest (see International Programs and Off-Campus Study for details).
- Promote study abroad! See International Programs and Off-Campus Study to learn about opportunities to talk to future study abroad students about your experiences!



Appendix 2: Recommended Reading: Before You Go Abroad

A word of advice on recommended reading: Read world newspapers (see below for links) to get up to speed on the politics of the country in which you will be studying, as well as U.S. policy affecting that country. This is important preparation in that most students find that the rest of the world is much more politically informed than students in the United States tend to be.

World Newspapers:

Many world newspapers are accessible through the LIS web site:
www.middlebury.edu/academics/lib

Interactive Web Sites:

What's Up With Culture: On-line Cultural Training Resource for Study Abroad:
<http://www2.pacific.edu/sis/culture/index.htm>

Culture Matters: On-line workbook developed for the Peace Corps for helping participants to acquire the skills and knowledge to work and live abroad successfully:
<http://www.peacecorps.gov/www/educators/enrichment/culturematters/index.html>

General Cross-Cultural Information:

Althen, Gary. American Ways: A Guide for Foreigners in the United States (Second Edition). Yarmouth, Maine: Intercultural Press, 2002.

Althen, Gary (Ed.). Learning Across Cultures. NAFSA: The Association of International Educators, 1994.

Bennett, Milton J. A Developmental Approach to Training for Intercultural Sensitivity. International Journal of Intercultural Relations. Vol. 10, No. 2., pp. 179-196.

Brislin, Richard. Applied Cross-Cultural Psychology. Thousand Oaks, California: Sage Publications, 1990.

Dowell, Michele-Marie & Mirsky, Kelly P. Study Abroad: How to Get the Most Out of Your Experience. Upper Saddle River, New Jersey: Prentice Hall/Pearson Education, Inc., 2003.

Dwyer, Mary M. and Courtney Peters. The Benefits of Study Abroad. Transitions Abroad, Mar/Apr 2004, Vol XXVIII No. 5, pages 56- 57.

Hall, Edward T. Beyond Culture. Yarmouth, Maine: Intercultural Press, 1992.

Hall, Edward T. The Dance of Life. Yarmouth, Maine: Intercultural Press, 1996.

- Hall, Edward T. The Hidden Dimension. Yarmouth, Maine: Intercultural Press, 1992.
- Hall, Edward T. The Silent Language. Yarmouth, Maine: Intercultural Press, 1980.
- Hansel, Bettina. The Exchange Student Survival Kit. Yarmouth, Maine: Intercultural Press, 1993.
- Hess, J. Daniel. The Whole World Guide to Culture Learning. Yarmouth, Maine: Intercultural Press, 1994.
- Hess, J. Daniel. Studying Abroad/Learning Abroad: An Abridged Edition of the Whole World Guide to Culture Learning. Yarmouth, Maine: Intercultural Press, 1997.
- Kauffman, Norman L., Judith N. Martin and Henry D. Weaver. Students Abroad: Strangers at Home. Yarmouth, Maine: Intercultural Press, 1992.
- Kohls, L. Robert. Survival Kit for Overseas Living. Yarmouth, Maine: Intercultural Press, 1996.
- Lewis, Tom & Jungman, Robert. On Being Foreign: Culture Shock in Short Fiction. Yarmouth, Maine: Intercultural Press, 1986.
- Marshall, Terry. 1990. The Whole World Guide to Language Learning. Yarmouth, Maine: Intercultural Press, 1990.
- Paige, R. Michael, Andrew D. Cohen, Barbara Kappler, Julie C. Chi and James P. Lassegard. Maximizing Study Abroad: A Student's Guide to Strategies for Language and Culture Learning and Use. Minneapolis, Minnesota: University of Minnesota, 2002.
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- Storti, Craig. The Art of Coming Home (Second Edition). Yarmouth, Maine: Intercultural Press, 2001.
- Stringer, Donna, and Patricia Cassiday. 52 Activities for Exploring Values Differences. Yarmouth, Maine: Intercultural Press, 2003.
- Summerfield, Ellen. Survival Kit for Multicultural Living. Yarmouth, Maine: Intercultural Press, 1997.
- Wagner, Kenneth & Magistrale, Tony. Writing Across Culture: An Introduction to Study Abroad and the Writing Process. New York: Peter Lang Publishing, 1995.

Information for gay, lesbian, bisexual, transgender students:

<http://www.indiana.edu/~overseas/lesbigay/biblio.html>

Information for students with disabilities:

Mobility International USA (MIUSA), Box 10767, Eugene, OR 97440; tel: (541) 343-1284 (voice and TDD); fax: (541) 343-6812; e-mail: miusa@igc.apc.org/; <http://www.miusa.org/>

Other Resources:

Abroad View Foundation, P.O. Box 745, Bennington, Vermont 05201; e-mail: info@abroadviewmagazine.com; <http://www.abroadview.org/webzine/index.htm>

Intercultural Press, 374 US Route One, Yarmouth, ME 04096; tel: (866) 372-2665; fax: (207) 846-5181; e-mail: books@interculturalpress.com; <http://www.interculturalpress.com/>

It's Your World: Studyabroad.com's Pre-Departure Handbook for Students:

http://www.studyabroad.com/pages/sitecontent/student_guide_one.aspx

NAFSA: Association of International Educators web site for study abroad resources:

<http://www.nafsa.org/publications/default.aspx>

Sage Publications, Inc., 2455 Teller Rd., Thousand Oaks, CA 91320; tel: (800) 818-7243; fax: (805) 499-0871; www.sagepub.com.

Transitions Abroad, P.O. Box 745, Bennington, Vermont 05201; e-mail:

info@transitionsabroad.com; <http://www.transitionsabroad.com/>

Compiled by Stacey Thebodo

Appendix 3: Recommended Reading: Re-Entry Resources

- Austin, Clyde. Cross-Cultural Re-Entry: A Book of Readings. Abilene, Texas: Abilene Christian University Press, 1986.
- Bruce, A. Culture Shock at Home: Understanding Your Own Change - The Experience of Return. Transitions Abroad. January/February, 1997, p. 79-80 (<http://www.transitionsabroad.com/>).
- Citron, James. Short-Term Study Abroad: Integration, Third Culture Formation, and Reentry. NAFSA: Association of International Educators (www.nafsa.org).
- Hogan, John T. Culture-Shock and Reverse-Culture Shock: Implications for Juniors Abroad and Seniors at Home. Paper presented at the Annual Convention of the American College Personnel Association (Houston, TX, March 13-16, 1983).
- Howell, Leah. Coming Home: Sustaining the Experiences of Studying Abroad. The Vermont Connection. 1999.
- Kauffman, Norman L., Martin, Judith N., and Weaver, Henry D. Students Abroad: Strangers at Home. Yarmouth, Maine: Intercultural Press, 1992.
- Kepets, Dawn. Back in the USA: Reflecting on Your Study Abroad Experience and Putting it to Work. NAFSA: Association of International Educators, 1995 (www.nafsa.org).
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- Raschio, R.A. College Students' Perceptions of Reverse Culture Shock and Reentry Adjustments. Journal of College Student Development. 1987, p. 156-162.
- Storti, Craig. The Art of Coming Home. Yarmouth, Maine: Intercultural Press, 1997.
- Storti, Craig. The Art of Crossing Cultures. Yarmouth, Maine: Intercultural Press, 1990.
- Uchara, A. The Nature of American Student Reentry Adjustment and Perception of the Sojourn Experience. International Journal of Intercultural Relations. 10, 1986, p. 415-438.
- Woody, Stacey. Programming for Reentry: Issues and Solutions for Study Abroad Returnees. Transitions Abroad. Mar/Apr 1998, p. 107-108 (<http://www.transitionsabroad.com>).

Appendix 4: Resources for Other International Opportunities

Web Sites:

www.ciee.org

www.goabroad.com

www.middlebury.edu/international/sa/what_to_know/work_volunteer

www.peacecorps.gov

www.transitionsabroad.com

www.umich.edu/~icenter/swt/work/resources/workabroadmain.html

Resource Books:

Alternatives to the Peace Corps: A Directory of Third World and U.S. Volunteer Opportunities. San Francisco: Food First Books, 1996, e-mail: foodfirst@igc.apc.org.

Griffin, S. Work Your Way Around the World. Peterson's Guides: www.bookstore.petersons.com.

Hubbs, C., Griffith, S. & Nolting, W. Work Abroad: The Complete Guide to Finding a Job Overseas, Transitions Abroad, 2000.

Krannich, R.L. & Krannich, C.R. The Almanac of International Jobs and Careers. Woodbridge, Virginia: Impact Publications, 1997.

The Peace Corps and More: 120 Ways to Work, Study, and Travel in the Third World, Seven Locks Press, 1997.

Transitions Abroad: The Guide to Learning, Living, and Working Overseas.
www.transitionsabroad.com

Work, Study, and Travel Abroad: The Whole World Handbook, Council on International Educational Exchange, 1994 (www.ciee.org).

Other Resources on Campus:

International Programs and Off-Campus Study, Sunderland Language Center, extension 5745,
<http://www.middlebury.edu/international/sa>

Student Fellowships and Scholarships, Adirondack House, extension 2455,
<http://www.middlebury.edu/offices/support/fellowships>

Career Services Office, Adirondack House, extension 5100,
<http://www.middlebury.edu/academics/resources/cso>

Rohatyn Center for International Affairs, extension 5324,
<http://www.middlebury.edu/international/rcfia>