



UNIVERSITY OF ALBERTA  
INTERNATIONAL



# Education Abroad HANDBOOK

# Education Abroad Handbook

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# Welcome & Introduction

## Dear Education Abroad Participant,

Congratulations! You are about to undertake one of the most exciting and rewarding experiences of your life!

Education abroad is not a vacation, although too many students go overseas without thinking beyond the fun and exciting aspects of the experience. Study or working abroad *IS* fun and exciting, but it is also true that there will be difficult times; many challenges lie ahead of you. There can be no doubt that your experiences will help you to grow, and sometimes just knowing ahead of time that you may face some challenges makes the inevitable hurdles easier to cope with when they appear.

Preparing to go abroad involves not only participating in Education Abroad Program (EAP) initiated activities, but it also requires individual preparation. It is not possible to completely anticipate and prepare for every potential issue that may arise while you are abroad. However keeping an open mind and your sense of humour in any situation will aid in any circumstance that you face.

It is also to your benefit to collect as much information as you can about your program and the country you are going to. Doing your homework will help you in knowing what questions you need to ask and making your experience safer and more enjoyable for you. **You are responsible for the success of your program.**

This handbook has been prepared for you to use as a resource before, during, and after your education abroad experience. It is intended to be used as a supplement to the pre-departure information and services provided by the Education Abroad Program for students participating in an official University of Alberta Study or Work Abroad Program. It is our intention to provide you with information that you can access and utilize while you undertake your sojourn.

Keep an open mind, experiment with things that you cannot do or see at home, try to enjoy the differences that you encounter, and remember that you will only be overseas for a relatively short period of time, so make the most of it.

Good luck with your upcoming adventure! We look forward to hearing about it.



# Being Prepared

## Travel Naive

That never happens to me

I never get sick – in fact, I've never had an accident of any kind

I won't need to postpone or cancel my trip

My bags won't get lost

I've never been affected by an airline or train strike

My plans never get disrupted

I won't get sued

And I'll never get harassed by the police

or thrown into jail for something I didn't do!



# Before You Leave



There are many things you must have in place before embarking on any trip overseas, including travel documents and important papers, health concerns, academic issues, financial matters, travel safety and cultural preparation.

Before you decide to go abroad, it is a good idea to discuss your plans with family and friends. Having their agreement and support makes transitions easier both going away and coming home afterwards. You will also need their help. You will want to leave photocopies of important documents such as your passport, visa, credit card information, etc. with them in case you lose something. In addition, it's a good idea to leave them a copy of your travel itinerary and contact information in case they need to get in touch with you.

Attend the Pre-departure Orientation hosted by the Education Abroad Program (EAP) and any other sessions offered. You may be an experienced traveller and think you're prepared, but travelling in a foreign country and living there are two very different things! The Pre-departure Orientation sessions give you a chance to brush up on your knowledge and cultural awareness.

## Travel Preparations

### WHERE ARE YOU GOING?

Do you know everything you need to know about your destination? It is your duty to research and find out about the country to which you will be going. You can do this through books, websites, and talking to people from that country or Canadians who have been there before. The following are some general questions to consider:

- What is the political situation in the country? Is the political situation stable?
- What is the currency used? (see [www.xe.com/ucc](http://www.xe.com/ucc) for a currency converter)
- What languages are used?
- What things are taboo in the country?
- Do the people generally like foreigners? Canadians?
- How will your financial position and social status compare with the majority of people living in the country you will be in? As a foreigner, you may be perceived as having money, regardless of whether you do or don't.
- What things are taboo in the country?
- What are the main characteristics of traditional daily life? Are there any issues related to dress?
- What type of moral code is followed? (Christian, Islamic, etc.)
- What is/are the dominant religion(s)? Are there any issues related to religious intolerance?
- What are the rules/norms for friendships? (male/male, female/male, female/female)? Are there any issues of sexual intolerance?
- What is considered appropriate dress or behaviour? Does it vary by gender?



These websites may help you find answers to some of the questions you should be asking before you go:

**Foreign Affairs Canada:** [www.voyage.gc.ca](http://www.voyage.gc.ca)

Offers country-specific travel and advisory reports, as well as other information such as visa requirements.

**Country Insights:** [www.international.gc.ca/cfsi-icse/cil-cai/index-eng.asp](http://www.international.gc.ca/cfsi-icse/cil-cai/index-eng.asp)

Provides country-specific information

**CIA World Factbook:** [www.cia.gov/library/publications/the-world-factbook/index.html](http://www.cia.gov/library/publications/the-world-factbook/index.html)

Provides detailed information on geography, people, government, economy, communications, transportation, etc.

**Martindale's the Reference Desk:** [www.martindalecenter.com](http://www.martindalecenter.com)

Provides an extensive dictionary of links on a number of topics from culture to transport to governments.

**Find out what's making news where you're headed:** [www.worldpress.org/gateway.htm](http://www.worldpress.org/gateway.htm)

**Get weather information at:** [www.worldweather.org](http://www.worldweather.org) and [www.worldclimate.com](http://www.worldclimate.com)

# Before You Leave



## Suggestions for planning your travel:

- Check out the political situation, history, culture, climate and religion and get a traveller's guide to laws and customs. The more you know, the easier your transition will be.
- Notify the program coordinator from your host institution of your arrival dates/times. If they offer airport pickup and temporary accommodation, they will need details of your arrival.
- You are responsible for applying for residence accommodation if that is what you wish. Otherwise, you should plan on arriving in time to find housing. The contact at your host institution may assist you by directing you to appropriate local resources, but is not obliged to ensure you have housing. The costs of housing, which you will pay directly to the service provider, are your responsibility.
- In general, your Alberta driver's license should be sufficient for any driving you wish to do abroad. However, you may wish to obtain an International Drivers License, just in case: [www.caa.ca/travel/travel-permits-e.cfm](http://www.caa.ca/travel/travel-permits-e.cfm). Keep in mind that the cost of renting a vehicle will normally make it more efficient and safer to take public transit. In some countries, foreign drivers are apt to be accused of causing accidents or pressured in various ways into extra payments. Become informed before deciding to drive.
- Consider an International Student ID (ISIC) Card from Travel CUTS (HUB or SUB). This card is widely accepted and offers student entry discounts to many activities abroad.
- Pick up Youth Hostel Card at The Hostel Shop for discounted rates at hostels around the world

*Consider making out a Will and assigning someone Power of Attorney on your behalf. Although we have not yet lost a student on an exchange, it is a good idea to prepare a will before you leave. You may also want to assign "Power of Attorney" to a family member you trust. This will give them the authority to deal with any issues that may arise while you are away, such as signing legal documents, paying bills, accessing accounts, filing your income tax return, picking up cheques, dealing with student loans, etc. (also see p.19).*

Make a photocopy of your airline ticket and keep a copy of the issuing agent's information. In addition, be sure you have adequate insurance – travel, baggage, theft, airline ticket cancellation, etc. Provide someone with copies of important documents (passports, visas, credit cards, travelers cheques, emergency contacts, travel itinerary, etc.) If lost, this will make it easier to replace them. Keep a copy with you and leave a second copy in a sealed envelope with family or friends to be opened only in case of emergency.

## Documents & Important Papers

### PASSPORTS & VISAS

#### Passports:

- You can apply for a Passport at #126 Canada Place, 9700 Jasper Ave in Edmonton. It takes at least 10 working days to process. See [www.pptc.gc.ca/index.aspx](http://www.pptc.gc.ca/index.aspx) for more information.
- Ensure that your passport will not expire within 6 months of your RETURN to Canada. Some countries will not let you enter if your passport is within 6 months of expiring.
- Make photocopies of your passport's identification page and any applicable visa pages. Keep one copy with you (in a safe place) and leave the other at home with someone you trust.
- You will need a valid passport to obtain a Student Visa and you are usually required to submit your passport along with the application. Be sure to use registered mail or a courier. **It can take up to 3 months to process your application and you may not be able to leave Canada while this is being done.**

*It's been said that a person without a passport is a person without a country to return to. Your passport is your official identification as a citizen of Canada. Some countries even require foreigners to carry their passports with them at all times. While papers can always be replaced, it's better if losing your passport is one experience you don't have to go through.*



# Before You Leave



## Visas:

- Check whether you require an Entry Visa, Residence Permit, and/or a Student Visa for your host country. Depending on the country, you might be able to obtain your 'Student Visa' once you arrive at your destination but may have to have a separate 'Entry Visa' before leaving Canada, or you may need both beforehand.
- Visa formats vary from a stamp or sticker in your passport to an official document with your photo on it
- Contact the Embassy/Consulate for the country to which you are travelling to obtain your visa: [www.international.gc.ca/protocol-protocole/rep.aspx](http://www.international.gc.ca/protocol-protocole/rep.aspx)
- You must determine the regulations of the country to which you are travelling well in advance since some countries require that you apply for your visa 6-12 weeks or more before you go
- In some cases, students must apply for their visas in person (sometimes in another city), in others cases, you must send your actual passport along with your application documents, meaning you won't be able to leave Canada until your visa has been processed and your passport has been returned to you.
- If you think you might want to work part time while studying (which is not allowed in all countries) or remain and work after your study period, check out the requirements for an Employment/Work Visa. Be aware that regulations differ from one country to the next and you may not be allowed to work in your host country!



*Be aware that you may need to have proof of finances and health insurance before you are allowed to apply for a Student Visa. Proof of finances will normally include your letter of acceptance from the exchange institution mentioning a tuition waiver as well as photocopies of your bank statements, proof of student loans & scholarships, etc.*

If you plan to travel after your study program, you may need to apply to several countries for Entry Visas. This is usually done at the Embassy in the country where you are based. You should take a few passport-sized photos with you in case they're needed for Visa applications. Don't assume that you can enter any country just on the basis of your passport. Check out the requirements before you go. See: [www.embassyworld.com](http://www.embassyworld.com) and [www.voyage.gc.ca/countries\\_pays/menu-eng.asp](http://www.voyage.gc.ca/countries_pays/menu-eng.asp).

## Languages

### LANGUAGE PREPARATION

Most U of A exchanges are with universities that offer some programs in English, so it may not be necessary for you to be fluent in another language. However, in some cases, you will be expected to attend lectures, or, at the very least, find your way around town, shops, restaurants, etc. in the language of the country, so you should practice the language as often as possible before leaving Canada.

Here are some suggestions for learning another language:

- The Faculty of Extension offers non-credit language courses in conversation in the evenings and on weekends
- The International Centre operates a few International Language Clubs and outbound students wishing to learn or practice a language with native speakers can meet with those willing to teach it
- You may wish to take an intensive language program at your exchange institution before you begin your studies or throughout the semester. This may cost extra.

# Before You Leave



## Academic Issues

Just as when you prepare for a new year of study at the University of Alberta, you must ensure that you have registered for courses, applied for student loans, paid your tuition and fees, and found housing. In addition to these preparations, you must also consider whether or not the country to which you are travelling is English speaking. If it is not, you should be prepared to work on a new language as a part your preparations to study abroad (see p.7, Language Preparation).

The specifics for students going abroad and taking academic courses should be discussed with an academic advisor in your faculty. Whether you are participating in a study program, conducting research abroad, doing an internship or practicum abroad, or taking some time to volunteer or work overseas, you should discuss how this experience or taking time off may impact your academic program and whether there may be problems or issues to be aware of. EAP can advise you on what opportunities might be available for your overseas experience, but cannot guarantee its academic suitability.

### CLASSROOM CULTURE

When studying in another country it is important to be aware that the new culture you are experiencing will not just occur outside the classroom. There will also be a different academic culture to navigate within the classroom and within your study experience. In some countries the difference between your host institution's academic environment and the Canadian approach may be minimal. However, in other countries, certain facets may be significantly different.



The examples given here are meant as a small sample of the types of differences you may encounter. Make sure you research and understand the academic system of the country you will be studying in. For example:

#### **i) Course Organization:**

In Sweden, students take one class, every day, full-time for four or five weeks. The next month they begin another course, which is their entire focus for the next period. Although the course differences in most countries are not this extreme, there may be differences in how courses, labs, and what we call tutorials or seminars are integrated and taught.

#### **ii) Program Set Up:**

In France and many Latin American countries, students take a strictly prescribed group of courses each year to complete their program. Students may be required to complete the same courses in the same sequence to complete their degree. There may be little to no flexibility in course choice like there is at the U of A. As an exchange student, you may be given the right to take courses from a variety of disciplines, whereas the regular students will not be permitted to do this.

#### **iii) Evaluation Methods:**

In a variety of countries, students are evaluated solely on the basis of a single paper or final examination. The concept of assignments, papers, and labs every few weeks may not be the expectation of your host institution. Some students find this experience very freeing and others face a significant shift in having to take responsibility and control for their learning.

#### **iv) Grading Systems:**

In general, a 70 grade is unusual in the UK and indicates a high level of excellence, quite different from a 70% at the U of A. And a 40 grade in the UK is actually a "D" when converted to the U of A. In Sweden, student coursework is usually assessed as Very Good, Good, or Fail. France's academic system generally scores out of 20 and 9/20 is a "D" (U of A). A student rarely scores above 16/20. In Australia, a transcript will often have a "D," which stands for "Distinction," not a minimal pass.

#### **v) Attendance & Participation:**

In some countries, attendance and participation in class will be a requirement to pass a course, regardless of the level of a student's work. In others, you could miss the entire semester or year if you choose, so long as you are responsible and competent in terms of any evaluation/exams.

#### **vi) Teaching Style & Formality:**

In many parts of Asia, the relationship between the teacher and students tends to be more formal and the concept of questioning or challenging the professor may be considered highly inappropriate or disrespectful.



# Before You Leave



## vii) Role of the Tutorial vs. the Lecture:

In England, “seminars”, which are somewhat equivalent to our tutorials are smaller, more focused groups or may even be individual meetings with professors. Depending on the subject area, they may be more important for you to attend than the lectures. This also influences the type of relationship the student has with the professor.

## viii) Class Schedule:

At the U of A, classes are generally held at the same time each week, in the same room. While abroad, you may find that some classes are only once a week, or they may not follow any kind of pattern and be on different days, at different times, or in different locations. Check the class schedule carefully!

## ix) Length of Program:

In England and Australia, undergraduate degree programs are generally three years as opposed to our traditional four-year programs. However, their schooling prior to university may be more intensive than in Canada. This has implications with regards to course numbers and what we consider a junior and a senior course.

## x) Registration & Advisors:

As an exchange or visiting student, registration may take place prior to arrival and be coordinated by the host institution advisor. In other cases, registration may occur during orientation with an advisor or you may be responsible for approaching instructors, advisors, or departments yourself to request permission to register in courses after you arrive. You may be assigned an advisor for the length of your stay or you may need to confer with many different advisors according to subject area.

## xi) Classroom Norms:

There may also be differences in terms of punctuality, bringing food or drinks to class, leaving class early, asking questions, etc. Skipping class may be considered a personal right of the student or a deep insult to the professor. Eating in class may be perfectly acceptable or downright rude and offensive. Student attire in Mexico is generally more dressy or professional than at the U of A - pajama or sweat pants, mini skirts, and halter tops may not be appropriate. Rather than assuming things, the phrase “when in Rome, do as the Romans do” comes to mind. Find out as soon as possible what appropriate classroom etiquette is at your host institution by observing and asking local students and classmates.

The above examples are just some of the differences to be considered. For more information on your host institution’s academic culture, we recommend that you:

- Access the course listings and registration guides for the institution you will attend
- Read the Returned Student Reports in the EARL
- Contact past participants who have been there or students from that country currently at the U of A and ask them about their experiences. During Pre-departure, you will have an opportunity to talk to returned students from that institution or country to address any questions you may have.
- Check with your academic advisor as well as your EAP advisor for additional resources that may be available

## PERMISSION TO PARTICIPATE

All University of Alberta students participating in a U of A study abroad or exchange program are required to complete a **Permission to Participate form** and have it endorsed by their home faculty as part of the application process. This form provides faculty approval to participate in a study abroad or exchange program and indicates the students’ eligibility to transfer credit for academic courses completed abroad back to their U of A degree.

Completion of this form does not guarantee credit transfer. Rather, it is an indication to your faculty of your intended study plan abroad and initiates the credit assessment process. In many cases, credit approval cannot be finalized until after registration at the host institution is complete and credit transfer will not be granted until after your return and your faculty has received your host transcript.

Even if you don’t think you will want to transfer any credit, it’s better to discuss this with an academic advisor before you go to make sure there won’t be a problem when you get home. You will still need to submit a signed Permission to Participate form granting you faculty-permission to go abroad at all. Failure to submit this form could result in your withdrawal from a program.

Students going abroad on a U of A group study or ‘Faculty-led’ program (i.e. course/program taught abroad by a U of A faculty member) do not require a Permission to Participate form, as these courses are U of A courses, not host institution courses.

# Before You Leave



## TRANSFER CREDIT

### Can I receive credit towards my U of A degree if I participate in a Study Abroad Program?

Yes! Students participating on a U of A study abroad or exchange program are **eligible** to receive transfer credit for courses successfully completed at another post-secondary institution as long as the courses taken abroad fit into the program requirements of your degree. Although credit transfer is not guaranteed until you complete the study abroad program and your faculty reviews your transcripts from the host institution, there are a variety of ways to ensure you maximize your credit transfer eligibility (see 'Guidelines for Course Selection Tip Sheet' [www.uofaweb.ualberta.ca/uai\\_educationabroad/pdfs/TipSheet-GuidelinesCourseSelection.pdf](http://www.uofaweb.ualberta.ca/uai_educationabroad/pdfs/TipSheet-GuidelinesCourseSelection.pdf)).

### How many credits am I eligible to transfer back to my degree?

Generally speaking, most students are eligible to transfer up to 60 credits back into their U of A degree from another post-secondary institution. Programs such as the School of Business, which require students to complete one year of pre-requisites in another U of A faculty or another post-secondary institution, are only eligible for 30 transfer credits from their study abroad program. Law is only a three year program so the number of credits eligible to be transferred is also less.

Students are able to find out how many credits they are eligible to transfer during the Study Abroad Application process. A student is required to submit the *Preliminary Approval Form* for 'preliminary' permission to participate in a study abroad program. On this form, the student's faculty will state how many credits a student is eligible to transfer back to their U of A degree. This form is submitted before the Permission to Participate form and does not indicate any proposed courses.

### What if I've already transferred a maximum of 60 credits into my U of A degree, can I still go abroad?

If you've already transferred in the maximum amount of credits from another post-secondary institution to your U of A degree, you can still go abroad, but you should be aware that courses taken overseas may not be considered for credit transfer into your U of A degree. It is highly recommended that you consult and negotiate this with your faculty if you have transferred in the maximum amount of credit but still want to study abroad.

**But you CAN still go abroad!** You can still participate in a U of A study abroad or exchange program and just not receive credit. Or you can consider a U of A group study abroad program, or 'Faculty-led' program, where credit transfer is not necessary. For example, there are a variety of programs where you can enroll in U of A courses which are taught abroad (e.g. Cortona Italy Program). This means that you would receive U of A credit instead of having to negotiate for transfer credit. For information, ask your faculty about such programs or refer to the 'Travel Studies' section of the U of A 'Spring & Summer Studies' calendar at [www.registrar.ualberta.ca/ro.cfm?id=39](http://www.registrar.ualberta.ca/ro.cfm?id=39).

### So how does credit transfer work if I study abroad?

- Your faculty is responsible for credit transfer evaluation, not the Education Abroad Program. In order to be eligible for credit transfer, courses completed abroad must fit into the program requirements of your degree.
- Credit transfer is not guaranteed until a student returns from his/her exchange and the faculty receives the official transcript of that student from the host institution
- Your faculty will review your transcript and then make the credit transfer evaluation
- Credit transfer for courses completed will show up on your U of A transcript, but grades achieved at the host institution will NOT be converted to your U of A GPA, unless you are required to maintain a certain GPA for continuing awards, an Honours program, or to graduate with distinction

NOTE: Grades achieved abroad DO count as part of your academic history and record. Although they don't show up on your U of A transcript, should you wish to pursue further scholarships, undergraduate or graduate studies, you will have to supply your transcript from your host institution for any future applications you will make.

- If you receive credit transfer for courses, the courses will show up on your U of A transcript along with the credits granted for each course. Names and numbers of courses (e.g. SOC 263) taken at other universities may or may not appear the same way on your U of A transcript. Many transfer courses appear as a general credit (e.g. \*3 credits granted in SOC 2XX). It will be up to the discretion of the faculty whether they will use a transfer credit towards an elective or program requirement.
- A minimum grade equivalent to the U of A grade of "C-" must be obtained at your host institution in order for a course to be considered for credit transfer by your faculty

# Before You Leave



## How do I start the process of receiving credit transfer for courses that I will complete during my Study Abroad Program?

1. Once you've been selected and nominated to participate in a U of A study abroad or exchange program, you will receive a *Permission to Participate Form* from your Exchange Advisor. This form must be completed by you and submitted to your faculty for approval and signature. The faculties will not guarantee proposed courses for credit transfer however, until after your return, but this initiates the process of credit transfer assessment.

2. The *Permission to Participate form* requires you to write down a proposed list of courses that you would like to take at your host institution. Please note that not all faculties will assess or review the proposed courses at this time. Ask you faculty.

3. PLEASE INCLUDE THE FOLLOWING WHEN SUBMITTING THIS FORM TO YOUR FACULTY. The more information you provide your faculty advisor, the easier it will make credit transfer evaluation when you return:

- Course descriptions of all courses you want to take and explanation of course levels at host institution

NOTE: you may not have access to updated course descriptions until you arrive at the host institution. This is okay. As soon as you can access this information, send it to your faculty

NOTE: the courses you submit to your faculty at the time of application may change upon arrival (e.g. course is full, cancelled, closed to exchange students, etc.). This is normal and should be anticipated. **Flexibility is key!** Ask yourself in advance: "What will I do if I cannot get into the courses I originally wanted? What does this mean for my degree program or graduation?"

- An explanation of the credit/grading system at host institution
- Information pertaining to the number of hours of formal instruction received each week for each course as well as the number of weeks each course will run

4. PLEASE REMEMBER: **Credit transfer is NOT GUARANTEED** until you complete your study abroad program and your faculty receives an official transcript from your host institution. A transcript can take several weeks to months to arrive from the host institution. Ask you host institution what their policy is for issuing transcripts. Upon your return, students should submit their course syllabi and coursework to their faculty to assist in the credit transfer assessment. Consult your faculty on what you can do/submit for credit assessment.

## Transfer Credit and Convocation Deadlines

You may be finishing your degree coursework while abroad or you may be one semester away from finishing once you get back. Please be aware that studying abroad and the subsequent processing of transfer credit may delay your intended convocation. If, for example, you return from an exchange in May and you hope to convocate in June, your transcripts will almost certainly not be assessed in time and you will need to wait for the November Convocation.

Undergraduate students must apply for convocation online through Bear Tracks by February 1<sup>st</sup> (or April 15<sup>th</sup> for graduate students) for June Convocation and by September 1<sup>st</sup> (or October 1<sup>st</sup> for graduate students) for November Convocation. If you have submitted your Application for Degree and your transcripts do not arrive in time, you will be eligible for the next Convocation. Please see: [www.registrar.ualberta.ca/ro.cfm?id=1058](http://www.registrar.ualberta.ca/ro.cfm?id=1058) for more information.

**All questions relating to transfer credit need to be directed to your home faculty. EAP does not have academic authority to discuss issues regarding credit transfer and cannot advise you in this matter.**

## FAILING A COURSE

You may never have failed a course before, but there is a first time for everything. You could have difficulties working in a new academic system or in a language you might not be too familiar with. Talk to an advisor at your host institution and consider your options. Don't assume that failing one course means the end of the exchange.

# Before You Leave



## **ACADEMIC & NON-ACADEMIC MISCONDUCT**

### **Academic Misconduct**

While studying abroad, you are subject to the academic regulations of your host institution. Failure to comply with these regulations could result in academic disqualification. If you are placed on academic probation or suspension, you may no longer be eligible for the exchange or study abroad program. Be sure to check the regulations of your host institution. At the U of A, academic disqualification could result from, but is not limited to:

- Failure to maintain the minimum grade point average
- Intellectual dishonesty, including:
  - Copying the work of another person and claiming it as your own
  - Falsifying or fabricating results of investigations or laboratory experiments
  - Altering marks on an assignment, test, examination, or list
- Helping or attempting to help another person commit an act of academic dishonesty

### **Non-Academic Misconduct**

While studying abroad, you are subject to the regulations of the host institution and the laws of the country in which you are studying. If you are dismissed from that institution, you will be disqualified from the exchange/overseas program and will not be eligible for a refund. Non-academic disqualification could include, but is not limited to:

- Behaviour that causes damage to institutional property
- Violent behaviour or threat of violence towards others
- Disruptive behaviour in classes or at other events
- Unlawful behaviour for the country where you are located

Information on the University of Alberta's policies on both Academic (Section 30) and Non-Academic (Section 91) Policies can be found online: [www.uofaweb.ualberta.ca/gfcpolicymanual/index.cfm](http://www.uofaweb.ualberta.ca/gfcpolicymanual/index.cfm).

## **PROGRAM CANCELLATION / TERMINATION DUE TO SAFETY AND SECURITY ISSUES**

The current world reality is that travelling, living, and studying or working abroad places students at increased risk related to their safety and security beyond what they might experience if they do not travel abroad. By choosing to participate in a study or work abroad program, students must recognize that there are associated increased levels of risk for health, safety and security. Students must agree to follow recommended precautions and advice provided by the University of Alberta, and accept that when deemed appropriate, the U of A may need to cancel or terminate programs abroad due to health and safety concerns.

The University of Alberta will cancel all programs in a country and require students to leave the country where the Department of Foreign Affairs and International Trade (DFAIT) Travel Report for that country indicates that Canadians should not travel to and/or should leave the country. The U of A may cancel a program prior to its commencement or at any time during its operation if: (1) such a Travel Report is issued by DFAIT; or (2) if the University of Alberta deems the situation in a country has changed so as to possess certain risks to the safety and security of students.

Students choosing to participate in a study abroad program must accept as a condition of participation that should a decision be made to cancel or end a program due to concerns over the safety and security of students, program participants may encounter additional and unexpected financial and academic situations.

The University of Alberta will work closely with such students to mitigate any possible negative implications of such a decision to the best of its ability. Students should, as a general rule, ensure among other things they consider carefully the purchase of travel and program interruption insurance and purchase airline tickets that can have the return date modified with limited or no penalty. The U of A can accept no responsibility for refunds on any moneys paid to third parties as part of the study or work abroad program.

# Before You Leave



## Finances

Going abroad to study or work for any length of time is an investment - an investment into yourself and your future, just as deciding to go to university was. However, going abroad can be more expensive than staying in Edmonton, especially if you currently live at home and don't have many expenses. Even if there are no foreign tuition fees involved, there is still the cost of travel, as well as housing, and other general living expenses.

In some countries the cost of living is considerably higher than in Canada, whereas in other countries, it's lower. In any case, most students will find they spend more money because they are taking advantage of being abroad to try new things and do more travelling than they normally would at home.

In spite of this, studying abroad is still a worthwhile investment and affordable for most students. There is funding available from the university and students can use their Canada and Provincial Student Loans to study abroad as well. Some students also find they are able to fundraise or find sponsors in the community who are willing to help support them. Plus, there's always summer employment to earn the extra money needed to fund your journey.

To help you organize your finances and plan a budget, use the budget planning sheet on p.34.

### MONEY



#### A Few Hints:

- Decide how you will conduct your banking while abroad: through currency exchanges, traveller's cheques, credit cards, bank machines, etc. Can you open a bank account abroad? Check with your bank as to the best means to transfer funds. However, don't rely on one single method. The more ways you have of obtaining and carrying money, the better.
- Research the host country's banking system - will your Canadian Debit Card PIN # work abroad?
- Record the serial numbers of your traveller's cheques and credit card numbers and keep them in a safe place
- Know how to cancel/replace debit/credit cards if lost or stolen (Remember: 1-800 numbers do not work outside of Canada & the US)
- Tell your bank and credit card company the dates and countries you will be visiting abroad to prevent them from freezing your accounts (they might do this if they suspect fraudulent activity)
- Bring some foreign currency with you from home, at least enough to get you through the first week
- Expect to spend more in your first week there than during any other week. Budget for this.
- Understand the value of your host country's currency. Visit: [www.xe.com/ucc](http://www.xe.com/ucc)
- To find out more about the cost of living in your host country, consult:
  - o Your host institution's website
  - o Travel guides (be sure to get the current year) and travel web sites
  - o Returned Student Reports and returned student volunteers
- Get an International Student Identification Card (ISIC) available from Travel CUTS in HUB or SUB. It's widely recognized abroad and should offer you discounts when travelling.
- Consider a Youth Hostel Card if you're planning to travel a lot while abroad
- Avoid making major purchases until you are familiar with the range of goods and prices and know where to shop
- You may have to file an income tax return while out of the country [www.cra-arc.gc.ca/menu-e.html](http://www.cra-arc.gc.ca/menu-e.html)
- Keep receipts for major purchases in order to show Canada Customs upon return. Make sure these are marked "Used Personal Purchases".



# Before You Leave



## U OF A AWARDS & SCHOLARSHIPS

### Continuing Undergraduate Awards

If you are going on a U of A study abroad or exchange program, you are still eligible to apply for/receive any awards or scholarships you would normally get if you were staying at the U of A. Check with the Office of Student Awards for information on U of A Continuing Undergraduate Awards ([www.registrar.ualberta.ca/ro.cfm?id=56](http://www.registrar.ualberta.ca/ro.cfm?id=56)).



If you already have a continuing award, you may be required to take a specific number of courses abroad or maintain a certain GPA at your host institution in order to maintain your award status and eligibility. Be sure to ask about this before departure.

### Study Abroad Awards & Scholarships

The University of Alberta also offers a variety of awards, bursaries, and scholarships to specifically support international learning initiatives and student mobility.

- Education Abroad Program - [www.international.ualberta.ca/goabroad/funding.cfm](http://www.international.ualberta.ca/goabroad/funding.cfm)
- Office of Student Awards (Travel Awards) - [www.registrar.ualberta.ca/ro.cfm?id=239](http://www.registrar.ualberta.ca/ro.cfm?id=239)
- Faculty of Graduate Studies and Research (FGSR) - [www.gradstudies.ualberta.ca/awardsfunding/scholarships/index.htm](http://www.gradstudies.ualberta.ca/awardsfunding/scholarships/index.htm)

## EXTERNAL AWARDS & SCHOLARSHIPS

Other organizations and agencies also offer funding for students wanting to study abroad:

- Canadian Bureau of International Education (CBIE) - [www.cbie.ca/english/scholarship/](http://www.cbie.ca/english/scholarship/)
- Association of Universities and Colleges of Canada (AUCC) - <https://juno.aucc.ca/wes/hes.aspx?pg=834>
- Government of Canada International Scholarships Program - [www.scholarships.gc.ca](http://www.scholarships.gc.ca)
- Fulbright Canada (e.g. Killam Fellowships) - [www.fulbrightcanada.com/](http://www.fulbrightcanada.com/)
- The Canadian-Scandinavian Foundation - [www.canada-scandinavia.ca/](http://www.canada-scandinavia.ca/)
- German Academic Exchange Service (DAAD) - [www.daad.de/en/index.html](http://www.daad.de/en/index.html)
- Japanese Student Services Organization (JASSO) - [www.jasso.go.jp/index\\_e.html](http://www.jasso.go.jp/index_e.html)
- Japanese Government Scholarships (e.g. MEXT) - [www.ca.emb-japan.go.jp/canada\\_e/MEXT/index.html](http://www.ca.emb-japan.go.jp/canada_e/MEXT/index.html)

## STUDENT LOANS

When on exchange, students are still enrolled at the University of Alberta. As such, students can take their federal and provincial student loans with them when they study abroad.

You must be eligible for a student loan on your own merit. Participating in a study abroad program does not automatically qualify you if you are otherwise not eligible.

Contact the Student Financial Aid Information Centre (SFAIC) in SUB for more information ([www.su.ualberta.ca/services/sfaic/](http://www.su.ualberta.ca/services/sfaic/)).

Submit your student loan application as soon as you have been nominated for a study abroad program. You do not need to wait for an official letter of acceptance from your host institution before applying, however, you will need to research the exact dates of your exchange by visiting the host institution's website (search for: academic calendar or semester dates).

If you have already received a loan for the year you will be abroad, you will need to send in an appeal form to have your application reassessed.

If you're going on a university study abroad or exchange program, you will need to complete a **paper application** (not a web application) for your exchange semester(s) for Alberta Student Loans, and attach the following documents:

- a.) A copy of the official letter of acceptance specifying the program dates from the host institution (if available); or
- b.) A letter from your study abroad advisor at the U of A confirming your acceptance in the abroad program and specifying the dates of your study abroad or exchange program (you may need to provide the program dates to the advisor)

# Before You Leave



## When filling out your Student Loan Application:

- The name of your school for the program year is the **University of Alberta**, not your host institution
- The dates of attendance for your program year can be the U of A's semester dates (your Nomination Letter or Host Admission Letter will have the exact exchange dates and will override whatever dates are on the application form)
- Your monthly expenses should not exceed the amount you are normally eligible for
- Your education costs will be the same tuition and fees you are normally assessed at the U of A
- If you are on an official University of Alberta exchange/study abroad program, only fill out the section entitled "For Exchange/Field Study Students Only." Indicate which university is your home institution (the U of A) as well as what your travel costs will be to get to your final destination. Include a total amount for the entire return trip.
- If you are studying abroad for a year and there is a break greater than 30 days between academic semesters, you may need to fill out two student loan application forms (check with SFAIC about this)

## TUITION & FEE PAYMENTS

Study abroad programs, whether for a term, year, or summer, are categorized into two groups:

- 1.) Exchanges (EXCH)
- 2.) Study Abroad programs (ABROD)

Both terms refer to 'studying abroad', the main difference is where students pay tuition and course fees based on the type of partner agreement.

### Undergraduate Students:

Students will be notified when their Host Admission Letter arrives and they will then be required to drop any U of A courses they are registered in for the semester they will be abroad, as well as pay any fines on their Bear Tracks account (e.g. library fines, campus parking tickets). Students should not drop any courses until they have received their Host Admission Letter. Once all courses are dropped and fines paid, EAP will register students in the EXCH/ABROD course (students cannot register themselves in EXCH/ABROD using Bear Tracks).

All undergraduate students enrolled in EXCH are assessed U of A tuition and fees based on a full course load of \*15 credits per term in their current faculty (as well as department differentials), regardless of the number of courses they plan to take abroad. Undergraduate students enrolled in ABROD are assessed a U of A transcript and registration fee, but are also required to pay a program fee to the host institution for their courses taken at that host institution.

### Graduate Students:

Students will be notified when their Host Admission Letter arrives and will then be required to drop any U of A courses they are registered in for the semester they will be abroad, as well as pay any fines on their Bear Tracks account (e.g. library fines, campus parking tickets). Graduate students will be registered in EXCH/ABROD by the Faculty of Graduate Studies and Research (FGSR), not EAP.

Graduate students should consult FGSR early on to discuss their EXCH/ABROD course registration and subsequent tuition and fees assessment, as they both depend on the type of graduate program being taken and the nature of their study abroad program (study vs. research).

### All Students:

Once registered in EXCH/ABROD, students can pay their U of A fees using the same methods they usually use: i.e. by cheque, online banking, student loans, etc. Payment is due by the regular U of A fee payment deadlines, which are normally at: end of September (for fall term), end of January (for winter term), early May (for spring term), and early July (for summer term).



# Before You Leave



## PACKING

The most common problem students have when packing is trying to take too much. If you can't carry your luggage around the block at home, you won't be able to handle it when trying to get on the plane or on and off trains and buses. If you plan to travel during or after your study period, you may want to take a backpack instead of a suitcase. Think about what you're taking. If you can't bear to lose something, leave it at home! You can find a sample packing list on p.35. Remember, there is very little you can get here that you can't get abroad.



Some things to keep in mind:

- Before you leave, find out what your airline's baggage limits are. In many cases, you're limited to 2 bags at 50lbs (23kg) each. Often, it's less than 20kg total! What charges are there for oversized or additional baggage? How many carry-on bags are you allowed?
- It might make sense to mail some articles to yourself to arrive after you do, or purchase these items after you arrive. If you are thinking of mailing yourself some items, be sure to find out the customs regulations of the country to which you are travelling.
- Your host country may have some very different attitudes regarding appropriate dress. Take time to research the culture and determine what would be suitable to wear and pack accordingly. Learn about the climate as well.
- Ask someone who has been there if there is anything special you should take

Losing your luggage is definitely a hassle, but it's not the end of the world. It's a good idea to pack enough in your carry-on to last a day or two, just in case. If your luggage doesn't make it to your destination, report it to the airline. If you have baggage insurance, you should get some compensation. In some cases, you may get cash to buy a few necessities or be reimbursed for certain purchases while waiting for your luggage to be found. When you buy your plane ticket, ask what the airline's policy is on missing luggage and what kind of compensation you could expect.

## Health & Medical

### INSURANCE

When travelling abroad, you should be aware that there are four general types of insurance coverage that you can obtain: medical insurance, travel insurance, trip cancellation insurance, and personal effects insurance.



It is mandatory that you have adequate out-of-country health and medical insurance coverage while you are abroad, to ensure you get the best possible health care and to protect yourself from major financial problems.

Provincial health plans cover only a set fee rate for emergency health services outside Canada. Many health services in other countries cost much more than Canadian provincial health plans pay and you will be liable for any difference in cost. Provincial health plans also require you to purchase supplementary health coverage when travelling. Remember though that Canadian supplementary insurance plans will not cover you unless you are also covered by a provincial government health plan.

Before you start shopping for insurance, check to see if you are already covered by a parent's plan (something other than a provincial health plan) and if that plan will cover you while overseas for the **entire** time you are away. You may be able to pay a small supplemental fee and get coverage if your parents have existing private health insurance.

If you will be away for more than 6 months, **you must notify your provincial health plan**. Failing to do so may mean you will not be covered while you are away and for up to 3 months after you return.



# Before You Leave



## General Tips:

- Ensure you have adequate insurance (travel, baggage, theft, airline cancellation, etc.) and what the limitations are. See the EAP Health and Travel Insurance form for a checklist of required items. You need to be covered from the day you leave Edmonton to the day you return to Edmonton.
- Whatever plan you choose **MUST** include: medical and dental coverage, repatriation of remains, and emergency airlift/evacuation in case you are seriously ill or injured
- Ideally, you also want to find a plan that pays the provider (the hospital, etc.) directly instead of having you pay up front and then get reimbursed later, however many plans do not work this way. Know how your insurance works!
- EAP has identified three insurance providers that include comprehensive health and medical coverage, however, the coverage amounts vary for each plan. You need to choose a plan that satisfies your coverage needs.
  - U of A - Studentcare Health and Dental Plan ([www.ihaveaplan.ca/](http://www.ihaveaplan.ca/))
  - GlobalGuard - Complete International Travel Insurance ([www.guard.me/globalguard/](http://www.guard.me/globalguard/))
  - Travel CUTS - Bon Voyage Travel Insurance Plan A ([www.travelcuts.com/Insurance/](http://www.travelcuts.com/Insurance/))
- If you decide to go with the U of A Studentcare Health and Dental Plan, **you need to let them know in advance** that you are going on a study abroad program, otherwise, you may not get reimbursed for any claims abroad
- In some cases, you may also be required to purchase a plan from your host country/institution, regardless of your own personal coverage. Be sure to find out what is and is not covered as you may still need to purchase a supplementary plan to ensure you're fully covered (e.g. travel outside of host country).

## IMPORTANT QUESTIONS TO ASK WHEN SELECTING A PLAN:

### What kind of coverage is provided?

- What is the maximum amount of coverage that is provided?
- Are there deductibles? If so, what are they? These may be quoted in dollars (i.e. \$100 per claim or \$200 per term of policy) or as a percentage of the total bill (plans with 100% coverage are more expensive but may save you a lot in case of accident or illness).
- What about congenital or pre-existing conditions such as asthma or diabetes?
- Does the plan cover visits to the doctor or medication prescribed while abroad?
- Is dental coverage provided? What about emergency dental care?
- Does the plan include hospitalization coverage for accidents and illnesses while abroad?
- Will the plan include emergency room expenses?
- Is ambulance or emergency transport to a hospital covered?
- What is the coverage for medical evacuation? (costs may exceed \$50,000)
- In the event of death, what is the coverage for repatriation? (In some cases, costs may exceed \$12,000)
- What are the exclusions of the policy? (Make sure all regions and countries of travel you may go are covered) Are certain activities excluded from coverage (i.e. scuba diving or a sports injury)?
- Does the policy cover lost luggage, stolen property, or travel cancellations?

### When am I covered and for how long?

- What is the process for enrolling in the plan?
- When does the plan begin and end?
- Does the plan enable you to have continuous coverage before, during, and after you go abroad (i.e. from Edmonton to Edmonton round-trip)?
- Can you renew the plan? If so, how is this done and what is the maximum length of coverage? Can you extend your coverage from abroad if you decide to stay longer?
- Does the plan assume it's the primary or secondary carrier? If it's the secondary carrier, when does coverage begin?
- Is there a booklet explaining coverage in detail?
- What are the exclusions (i.e. 'high risk activities' e.g. sky-diving, being under the influence of alcohol or drugs, etc.)

# Before You Leave



## What happens if/when I need to use my insurance?

- Is there a 24-hour emergency contact number in English (with translation services for health care providers in the host country who do not speak English)?
- If you obtain medical assistance while you're abroad, when and how should you inform the agency?
- What do you do under the plan if you have to pay cash up front and have no money? (It's better to get a plan that provides direct payment for bills abroad by the company so that you don't need to pay first and wait for reimbursement)
- What are the procedures for filing a claim, and how long does it take to get reimbursed after filing a claim?
- If you find it necessary to use your insurance, what do you show as proof of worldwide coverage?
- What documentation of expenses is required? Does the bill need to be in English and the amount of the charges in Canadian dollars?

## You may also want to ask these questions:

- What kinds of health services are available? Are English speaking doctors readily available?
- Is national health insurance required? If so, what items are covered? Which are not?
- What diseases are prevalent? How are they transmitted? Which immunizations are required to enter the country? Which are suggested?

Understand your policy, know how the system works, and know how bills are paid. Carry details of your insurance with you. Tell a friend or relative at home, in addition to a travelling companion, about how to contact your insurer.

Know what the exclusions are ('high risk' activities, accidents while "under the influence", etc.)

If you do receive medical attention overseas, get a detailed invoice from the doctor or hospital. Carry a few blank insurance claim forms with you in case you should need them.

Always submit original receipts for any medical services or prescriptions you received while travelling. Most insurance companies will not accept copies or faxes.

## IMMUNIZATIONS & VACCINATIONS

Check with Capital Health ([www.capitalhealth.ca/EspeciallyFor/TravellersHealth/default.htm](http://www.capitalhealth.ca/EspeciallyFor/TravellersHealth/default.htm)) for information on "Travellers Health" including health risks and illness prevention, recommended vaccines, and travel-related medical prescriptions.

Contact Alberta Travel Health Services - Seventh Street Plaza (phone: 780-735-0100 or [www.albertahealthservices.ca/services.asp?pid=saf&rid=1064914](http://www.albertahealthservices.ca/services.asp?pid=saf&rid=1064914)) to determine the immunizations you require for the countries in which you will travel. Record all immunizations you receive in a booklet you keep with your passport. Some countries will not permit you to enter without it, or will make you take the inoculations again.

Give yourself a couple of months notice to get any recommended vaccines as some vaccines require being administered in stages over several months to be effective.

Make sure you are up-to-date with all routine vaccinations (i.e. measles, mumps, rubella, tetanus, diphtheria, pertussis, hepatitis A and B, meningitis, influenza and polio). Diseases such as measles and mumps remain common in many parts of the world, including some developed countries.

If you plan to travel after completing the study program, you may require immunizations before entering certain countries. Additional travel health information is available online at: [www.TravelHealth.gc.ca](http://www.TravelHealth.gc.ca).



# Before You Leave



## Some important travel health points to remember:

- Do some research before you leave or as soon as you arrive to find out how the medical system works in your host country. Do not wait until you are ill to find out how to obtain medical assistance. Ask the host institution exchange coordinator about nearby doctors, clinics, hospitals, and emergency services. Be aware that medical services abroad may not be as extensive or as accessible as in Canada.
- Get your prescriptions filled before you go. It's a good idea to use generic names for medications - this will make it easier for pharmacists in foreign countries to supply you with them. You should also have a letter from your doctor indicating that this medicine is for personal use and not for resale. Be aware that some medications may be illegal in other countries. For example, Tylenol Cold & Flu is illegal in Japan because it contains ephedrine.
- Do not try to save luggage space by combining medications into a single container. Keep all medications in the original labelled container to avoid problems.
- Take a copy of eye prescriptions with you in case you need to replace your glasses or contacts
- If you need syringes for the administration of prescription medication, take a supply with you. You should also have a doctor's letter confirming that you require them for medical reasons.
- Travel causes stress. Be aware that if you have a pre-existing condition such as diabetes, depression, or an eating disorder, going abroad may cause increased stress and ultimately aggravate your condition. You should discuss your concerns with your physician and get some advice on how to cope with stress while abroad.
- If you have a disability (physical or learning) you may have to make arrangements for assistance/accommodation
- Who is your emergency contact at home and abroad? If you don't return home, who would know where to start looking for you? Who knows your situation in case of an emergency?
- IAMAT is a non-profit foundation of doctors around the world who are trained in the specific health needs of travellers. For a list of their English-language medical services worldwide go to: [www.iamat.org](http://www.iamat.org).

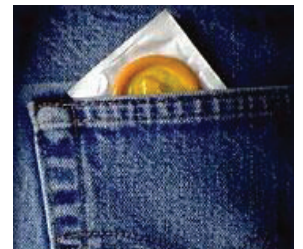
## MEDICAL & DENTAL CHECK-UP

It is a good idea to have a medical and dental check-up before you go abroad. If you have a medical condition, ask your doctor to write a letter outlining the situation and what treatments or prescriptions you require. Carrying a duplicate of your original prescription is recommended in case you need to refill that prescription while abroad.

Remember that when you return to Edmonton you should have a check-up as well. You may have picked up an unpleasant bug that can be uncomfortable or even dangerous.

## SEXUALLY-TRANSMITTED INFECTIONS (STIs)

HIV/AIDS and other sexually transmitted infections are a concern for all students. If you decide to be sexually active, ensure you have considered appropriate methods of birth control and protection. More information about protecting yourself from STIs can be obtained from your doctor.



## PERSONAL DIRECTIVES & POWER OF ATTORNEY

A **Personal Directive**, also known as a living will, is a written document (signed, dated and witnessed) that takes effect when an individual becomes mentally incapable of deciding on personal matters, such as health care. It is possible to specify conditions, to restrict the appointed agent's authority to certain areas. Search [www.gov.ab.ca](http://www.gov.ab.ca) for details.

A **Power of Attorney** is a document that allows you to appoint a person or organization to handle your affairs (i.e. student loans, filing taxes) when you're unavailable or unable to do so. It can be general or specific to certain tasks.

Getting a Personal Directive or a Power of Attorney is completely optional.

# Before You Leave



## Safety

In planning to go overseas, there are a number of issues you need to consider. Living in a relatively safe city like Edmonton, many of these issues are taken for granted. As well, in wanting to experience new things, you are more likely to take risks. You should also be prepared to take extra precautions while you are abroad to ensure your safety.

When we consider danger in foreign countries, we often think of high profile acts of violence such as terrorist attacks. While this may be a possibility in some countries, you are more likely to be the victim of common crimes like robbery, mugging, and sexual assault. In addition, in wanting to experience new things, you may be inclined to take more risks than you would at home.



You have expectations of us at the university and we in turn have some of you. There may be an issue of liability: in the past, students from other institutions have been killed in India (vehicle accident) and in Costa Rica (robbery). You may be expecting the U of A to offer you some protection or assurance that we will look after you, and this is not something we are able to do. If you haven't travelled before, this may all be new for you, and you may have some concerns about this.

What are some of the problems you think might come up while you're away? For many people they would list such things as: robbery, illness, losing your passport, getting arrested, corrupt police, natural disasters like floods, earthquakes, or fire, having an operation or a traffic accident, or having someone at home get sick, die, or get in an accident. There are probably many other things you can think of to add to this list, including the hazards listed in the appendix on p.36.

### Some questions to ask:

- Are there any special security concerns - crime, violence, civil unrest?
- Have there been any recent, or are there any recurring, natural disasters in your host country? What specific locations do they occur in? Will they affect you where you will be?
- Who are the contacts in your host country in case of emergency, natural disasters, or civil unrest?
- What are the environmental issues in your host country?
- What are the transportation standards in your host country? Are international drivers' licenses recognized? How about Canadian ones? Are there any issues regarding local/national transportation?
- Are there any issues around individuals travelling alone?
- Are there any areas/sites in your host country/city which you would be best to avoid?

### **TRAVELLER REGISTRATION**

U of A students going abroad should register at the Canadian Embassy in their host country. You can do this online either before your departure or as soon as possible upon arrival at [www.voyage.gc.ca/index-eng.asp](http://www.voyage.gc.ca/index-eng.asp).

# While Abroad



## During Your Travels

### RECOMMENDED SAFETY PRECAUTIONS



#### Here are a few precautions you should take:

- Register with the Canadian Embassy in your host country. You can do this online at: [www.voyage.gc.ca/index-eng.asp](http://www.voyage.gc.ca/index-eng.asp) (under Registration of Canadians Abroad)
- Know the local laws and the system of justice. Keep abreast of local, regional, and world news and any developing situations that may affect you directly or indirectly. Be aware of local health situations, disease warnings, etc.
- You can access online newspapers to help you stay informed: Edmonton Journal: [www.edmontonjournal.com](http://www.edmontonjournal.com); Edmonton Sun: [www.edmontonsun.com](http://www.edmontonsun.com); Globe and Mail: [www.globeandmail.com](http://www.globeandmail.com))
- Find a 'cultural guide' (other students, the advising staff, etc.) to assist you in your new country. Find out where it's safe to go, and where not to go; learn what behaviour is OK.
- Keep a low profile. Do not make yourself conspicuous by dress, speech, or behaviour. Try not to draw attention to yourself (by flashing expensive jewelry or cameras, etc.).
- Take care at banks, money exchanges, and cash machines. Petty criminals hang out there, hoping to take advantage of your inattention. Don't change money on the black market.
- Don't take part in demonstrations. Be wary if you see a crowd gathering; events may turn violent without warning.
- Do not impair your judgement with alcohol, drugs, etc.
- Tell someone about your plans – where you are going and when you'll be back. This will make it easier to find you if there is an emergency or if you go missing.
- Develop a plan for regular contact with your family at home. If you establish a pattern of contacting someone at home at fixed times, be sure to keep this pattern or advise your contacts in advance when you won't be keeping it, otherwise they start worrying when your expected message does not arrive.

#### Useful Government Websites (to check health & safety conditions in particular countries):

- Country Insights: [www.intercultures.ca/cil-cai/countryinsights-apercuspays-eng.asp](http://www.intercultures.ca/cil-cai/countryinsights-apercuspays-eng.asp)
- Travel Reports and Warnings: [www.voyage.gc.ca/countries\\_pays/menu-eng.asp](http://www.voyage.gc.ca/countries_pays/menu-eng.asp)
- Travel Warnings and Alerts (an American site): [www.travel.state.gov](http://www.travel.state.gov)

#### Additional Recommended Websites:

- Association for Safe International Road Travel: [www.asirt.org](http://www.asirt.org)
- Travel Safety site: [www.kevincoffee.com/safety\\_tips\\_index.htm](http://www.kevincoffee.com/safety_tips_index.htm)

### DRUGS & ALCOHOL



Some countries have more lenient laws regarding alcohol than Canada does. In some cases this means a more relaxed attitude towards drugs as well. For example, the Netherlands take a liberal view regarding the use of marijuana; however, in other countries, there are severe penalties even for simple possession of hard drugs, including heavy fines, prison, or even death.

Excessive use of drugs or alcohol will cloud your judgment. Students who overdo consumption could find themselves in trouble with university officials or even worse, the law. You're own safety and well-being may also be at risk. As an adult, you are responsible for conducting your private life in a safe and prudent manner.

Neither the U of A nor the Government of Canada can help you if you are convicted of a drug offence in another country. So when it comes to drugs - **just don't!**

# While Abroad



## TRAVEL PRECAUTIONS FOR WOMEN

In some countries, it is recommended that women do not travel alone. Even in developed western countries, treatment and views of women will vary greatly. Unfortunately, many cultures have pre-conceived ideas of Western women, which are based on Hollywood movies and tourists' behaviour while passing through.



You should try to be familiar with the customs and manner of dress in the country you are visiting. Observe the women in that culture and, to avoid being approached or harassed, dress conservatively regardless of where you are (see [www.journeywoman.com/cc/default.html](http://www.journeywoman.com/cc/default.html) for clothing advice).

### Some suggestions:

- Know your surroundings if possible, and have a map. It is a good idea to plan your route ahead of time. When possible, ask directions from another woman.
- Project a confident attitude. Act like you know where you are going even when you don't.
- Don't walk with your head down. Be aware and alert. Be careful wearing earphones or looking distracted.
- Be cautious about making eye contact - it may be considered an invitation
- Be aware that what we consider harassment might not be thought of as such in another culture. There is a difference between being in physical danger and being annoyed, frustrated, and angry.
- Foreign Affairs Canada has a booklet for women travellers titled "Her Own Way" available online at [www.voyage.gc.ca/publications/woman-guide\\_voyager-feminin-eng.asp](http://www.voyage.gc.ca/publications/woman-guide_voyager-feminin-eng.asp)

Consider the old adage, "better safe than sorry". Never underestimate the possibility that something may happen. Expect the unexpected.

## GAY, LESBIAN, BISEXUAL, & TRANSGENDERED STUDENTS



Situations in our partner countries vary greatly from Canada – some may have more open communities, however, in some countries, gays and lesbians are much more restricted. Gay bashing is a real risk, particularly if you are in a country where you do not understand the language and cannot adequately assess what is going on around you. Gay and lesbian students may find they have to be more discrete while abroad than they are in Edmonton.

For more information consult the web site: [www.indiana.edu/~overseas/lesbigay](http://www.indiana.edu/~overseas/lesbigay). There are a number of good travel guides for gay/lesbian travelers available at most bookstores.

Part of your pre-departure preparations should include reflecting on the larger context of acting on your gay, lesbian, bisexual, and transgendered (GLBT) identity while abroad. What role as a visitor do you/should you have in the host culture? Does your right to be GLBT in Canada conflict with your host country's religious or cultural values and traditions? How will you reconcile your human rights with the cultural values of your host society? Are there safety considerations you should be aware of?

Refer to the resources listed in the appendix and consider the following:

- Cultures vary in terms of what is considered appropriate behaviour and how sexual identities are defined and understood. Learn as much as possible before you leave about the culture-specific norms of friendship and dating, styles of behaviour, and general attitudes. Behavioural signals (such as eye contact, a smile, touching) may lead you astray in a foreign culture. For example, in several Middle Eastern countries, hand-holding among males is a custom of special friendship and respect and does not necessarily imply homosexuality. Is it possible for you to contact (through e-mail, etc.) other GLBT folks from the host country to ask them specific questions?
- Obtain country-specific information on the support systems (meeting places, organizations, etc.) available in your host country. Are these appropriate for you? Do you visit similar places in your home community?

# While Abroad



- Familiarize yourself with the laws of your host country. In some countries, where sexual orientation can be a basis for persecution under the law, personal safety considerations may require you to hide your sexual identity. Inform yourself about country-specific laws on age of consent, travelling with printed or other materials on sexual orientation, etc. If necessary, are you willing to hide your sexual orientation? Would finding out the laws on homosexuality of the host country make you re-consider your options?
- If you are out in Canada, reflect on what it means to leave behind a support system of friends and family. Being GLBT abroad has been described by some as a second coming out. How will you re-establish your identity overseas?

## ROMANTIC ENCOUNTERS

Cultures have different definitions, perceptions, attitudes, and expectations of sexual behaviour and dating. Travellers shouldn't assume that dating or sex has the same significance or interpretation as it does at home. For example, you could suddenly find yourself in a 'serious relationship' because you simply went out for coffee, just the two of you, and not in a group. Or you could have been on several intimate or romantic dates over a period of weeks and find out that you're not the only person your partner is dating and that, according to him/her, you're really just 'friends'.

Observing and talking with other people in the culture is the best way to discover the norms for sexual behavior: Is sex appropriate on the first date, or is it something you do only when you're married? Is it okay to hold hands or kiss in public? Where is it acceptable to go for dates? It's also advisable to research the country's cultural profile and insights before you go.

Some things to keep in mind:

### Dating:

- Tell someone you trust where you are going and when you expect to return
- Try to figure out in advance how you can get back. Take whatever contact numbers and coins you need to make a call or use public transportation in case you end up stranded somewhere.
- Go out in groups, at least until you've really gotten to know the person you're interested in
- Be aware of how much you drink, and try to designate someone in the group to keep track of everybody



### Sexual Encounters:

- Choose your partner wisely - be sober. Are you comfortable, sure? Is this what you want?
- Do not give-in to pressure from others
- What expectations do you have about this person, this encounter? What if things aren't what they seem the next day?
- Use protection (birth control pill, condoms) - bring your own, don't rely on others to provide
- Where are you going? How will you get home? Does anyone know where you are or who you are with?
- Think about sexually transmitted infections (STIs, HIV, AIDS)
- Be smart and safe - it's your body and your health. The only one really looking out for you, is YOU!

## SEXUAL HARASSMENT

Societies have different definitions of sexual harassment. You should be aware that complaints might be ignored or looked upon unfavourably. In general, sexual harassment is behaviour that is unwanted and uninvited. It usually, but not always, involves a person with power or authority using that position to coerce sexual relations or to punish refusal. It may be any of the following or a combination of them:

- Coerced sexual relations
- Physical assault (including, but not limited to, rape)
- Inappropriate personal questions
- Sexual remarks
- Unnecessary touching

The University of Alberta views this issue seriously, but students are bound by the regulations and procedures at their host institution. The U of A is very limited in what it can do if a student is a victim of sexual harassment while abroad. If you feel uncomfortable in a situation, or become the recipient of unwanted advances, seek advice from the exchange advisor at your host institution.

# While Abroad



## THE LAW & LEGAL ISSUES



There are no special laws or exemptions for exchange students or Canadians. You are subject to the laws of the country in which you are residing. You are also bound by the regulations of your host institution. Before going abroad become familiar with the laws and any special situations that may be present in your host country. You should make sure you know the location of the nearest Canadian embassy or consulate. Here are a few things to keep in mind:

- Should you run into problems, we can only work within the legal system of the host country
- Ignorance of the law is not considered an excuse. Incidents that are viewed as minor offences in Canada may result in a jail sentence in another country. In March of 1999 a tourist in Mexico received a one-year jail term for picking up pieces of pottery as souvenirs. The pottery, found at a Mayan site, was over 2000 years old. There are laws in Mexico that govern the retrieval and removal of ancient artefacts.
- If you are arrested for possession or abuse of an illegal substance, there is nothing that the U of A can do to assist you. An arrest and conviction could result in your dismissal from your host institution and, subsequently, from the U of A program you are in. You will not receive a refund.

How much assistance can you expect from the Canadian government? There are certain things that Foreign Affairs Canada / the Canadian Embassy Abroad can assist you with, but there are also things they cannot do. Before you leave, you should check out their website: [www.voyage.gc.ca/about\\_a-propos/role-eng.asp](http://www.voyage.gc.ca/about_a-propos/role-eng.asp). They also publish a helpful booklet called "Bon Voyage But..." available online at: [www.voyage.gc.ca/publications/menu-eng.asp](http://www.voyage.gc.ca/publications/menu-eng.asp).

In order to assist them in helping you:

- Register online with Foreign Affairs Canada: [www.voyage.gc.ca/index-eng.asp](http://www.voyage.gc.ca/index-eng.asp)
- If you have dual citizenship, consider the cons of not travelling on your Canadian passport: [www.voyage.gc.ca/publications/dual-citizenship\\_double-citoyennete-eng.asp](http://www.voyage.gc.ca/publications/dual-citizenship_double-citoyennete-eng.asp)
- Set up some emergency procedures with your family before you go abroad: develop a plan for regular contact, give them copies of important documents, etc.

If arrested, the Canadian Consular Officials abroad can only assist you in limited ways, ensuring you are treated fairly according to the rules and laws of the country. They will see that you have legal representation, they will contact your family should you wish and they will monitor your treatment – but they cannot do anything to assist you in terms of getting preferential treatment. Once you leave Canada, Canadian laws and rights no longer protect you.

## WHEN THINGS GO WRONG - CANADIAN EMBASSIES / CONSULATES



Canadian embassies/consulates abroad provide many important services. They can:

- Help in emergencies such as natural disasters or civil or military uprisings
- Provide assistance in a medical emergency, such as contacting family or friends in Canada and, in some cases, finding you a doctor
- Ensure you are treated fairly according to the rules and laws of the country. They will see that you have legal representation, contact your family should you wish, and they will monitor your treatment. However they cannot pay your fines or "get you off the hook".
- Replace your Canadian passport if it is lost or stolen

You can find a list of Canadian Embassies/Consulates abroad at: [www.voyage.gc.ca/countries\\_pays/menu-eng.asp](http://www.voyage.gc.ca/countries_pays/menu-eng.asp). For assistance from a Canadian mission abroad, phone or visit the mission nearest you during their regular business hours. Outside business hours, call the consular officials in Ottawa (1-800-387-3124). Toll-free numbers do not work outside North America, however, you can call collect (1-613-996-8885) or fax (1-613-943-1054).

If you are in a country with no Canadian mission, contact the nearest Australian or British mission.



# While Abroad



## **You're the victim of theft:**

If you are the victim of theft while abroad, you may choose to ignore it if the theft was inconsequential. However, if the loss of possessions or money is more substantial, you should report the crime to the local authorities, especially if you will be filing an insurance claim for what is missing. Insurance companies usually won't consider reimbursing you without a police report.

## **You're the victim of a crime:**

If you are the victim of a serious crime while abroad, report it to the local authorities as soon as possible. Remember that victims in other countries are not always treated the same as they are in Canada. You might want to contact the nearest Canadian mission for assistance and advice.

## **You've been arrested or detained:**

If you are arrested or detained in a foreign country, the first thing you should do is contact the nearest Canadian mission. See the above section on Canadian Consulates/Embassies.

## **Your passport has been lost or stolen:**

Canadian passports are very valuable, not only to you but to others, who can sell them for a high price on the black market. According to Foreign Affairs Canada, if your passport is lost or stolen, report the loss to local authorities immediately and contact the nearest Canadian Embassy or Consulate. Get a copy of the police report or the report number.

You may be issued a replacement passport for a limited time. Requirements for replacing a lost passport are the same as for obtaining the original in Canada. You should take notarized copies of your passport and other documents, such as your birth certificate with you. These will be necessary to replace your passport. If the incident occurred in Canada, contact the nearest passport office. If you recover your missing passport, report that immediately as well. You are not allowed to be in possession of two valid passports.

## **You're having a medical emergency:**

If you require medical attention abroad, go to a local hospital or clinic – if possible, one where you can communicate with the medical staff. IAMAT ([www.iamat.org](http://www.iamat.org)) provides members with contacts for English and French speaking doctors around the world. Find out in advance if there are any in your area. Don't wait until you're injured or sick to figure out how to get medical assistance.

Contact your host institution's international student/exchange advisor or the Canadian mission. They can help you find a doctor or provide language assistance. You may or may not be conscious in an emergency. It's a good idea to keep the following information with you at all times:

- Personal identification
- Health insurance cards and information
- Contact information for someone who can be called in an emergency (i.e. the host institution's exchange coordinator) and, if possible, a local doctor you can communicate with

## **You need to return to Canada unexpectedly:**

If something occurs at home (an accident, a death in the family, etc.) and you have determined that you need to return home right away, inform your hosts and contact your airline. Some airlines will offer discounted "compassionate" fares to people who need to travel quickly in unfortunate circumstances. Others will offer a partial refund if there has been a death in your immediate family, however you will have to show them a death certificate once you get home. Find out what your options are when you first purchase your tickets.

# While Abroad



## CONTACT WITH HOME



When you arrive at your study or work destination and settle in, please let your U of A coordinator know where you can be reached. We would like your address, telephone number, and an email address in case we need to contact you while you are abroad, however, most communication will be through your U of A email as it's U of A policy that students check their U of A email at least once a week.

When travelling, many people never think about what's going on at home. For you, each day is a new adventure. You know you're all right so you're not worried about events happening relatively nearby. Even if there is a natural disaster, you don't think to contact home because after all, that earthquake was 300 km from where you're living! Your family and friends may not feel that way. If they don't hear from you, they may begin to wonder if you are okay. Or, without a plan for regular contact, if you were travelling on your own, how would anyone know if something happened to you: a traffic accident, robbery, etc.?

You need to develop a plan which goes into effect should something unusual and dangerous happen. At least in this way, you can be sure that someone will look for you if there is an accident, and your family can be assured that you'll get in touch with them in case of a major disaster.

Remember to write to family and friends while you are away. Keeping in touch with them will allow you to keep up-to-date on each other's lives. It will also help you deal with homesickness. Sometimes you just need to hear a familiar voice. Learn how to use a payphone in your host country - they vary from country to country. Figure out the best way of phoning home. You can use international calling cards, call collect, and some phones allow you to use credit cards. Canada Direct is a telephone service that will handle your international calls through a Canadian operator, charging you Canadian rates. See [www.infocanadadirect.com](http://www.infocanadadirect.com) for details.

[www.skype.com](http://www.skype.com) is another highly recommended and cost-effective way of keeping in touch with friends and family back home.

## PHOTOGRAPHY ETIQUETTE

You will probably want to take pictures while you are abroad and we encourage you to do so. It is important to know, however, that not all cultures regard photography in the way we do in Canada. Photos of your friends are usually not a problem since you know them and, in most cases, have their permission. Other kinds of pictures, ones that reflect your experience and impressions of the country may be more problematic.

Taking pictures of people in their own surroundings may be considered intrusive. If you do take pictures of people without their permission, be aware that your actions may provoke hostility. In other cases, a person may demand money for the picture after it has been taken. Always ask first. Also, some countries may have restrictions on the buildings, places, and people that you can photograph.

Never take photos of military facilities, harbours where naval vessels are docked or industrial installations such as oil refineries. You may lose your film and your camera and could even come under suspicion of espionage.



# While Abroad



## Cultural Awareness and Adaptation

### WHAT IS CULTURE?

*"To travel is to discover that everyone is wrong about other countries."*  
– Aldous Huxley

To understand what is happening to you when you experience culture shock it is helpful to know what is meant by culture. Culture is: "the system of shared beliefs, values, customs, behaviours, and artifacts that the members of society use to cope with their world and with one another, and that are transmitted from generation to generation through learning" (Plog & Bates). In other words, culture is a **learned way of life**.

Culture consists of three levels: ways of doing, ways of thinking, and ways of being. Each consecutive level takes you deeper beneath the surface of a society and therefore takes longer to become accustomed to.

#### Ways of Doing

- Language
- Literature
- Music & Dance
- Food
- Religious Ceremonies

#### Ways of Thinking

- Attitudes & Perceptions
- Communication Styles
- How the sexes treat each other
- Concepts of cleanliness
- Ordering of time

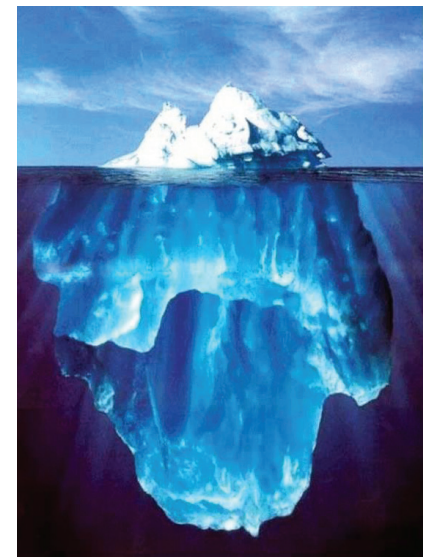
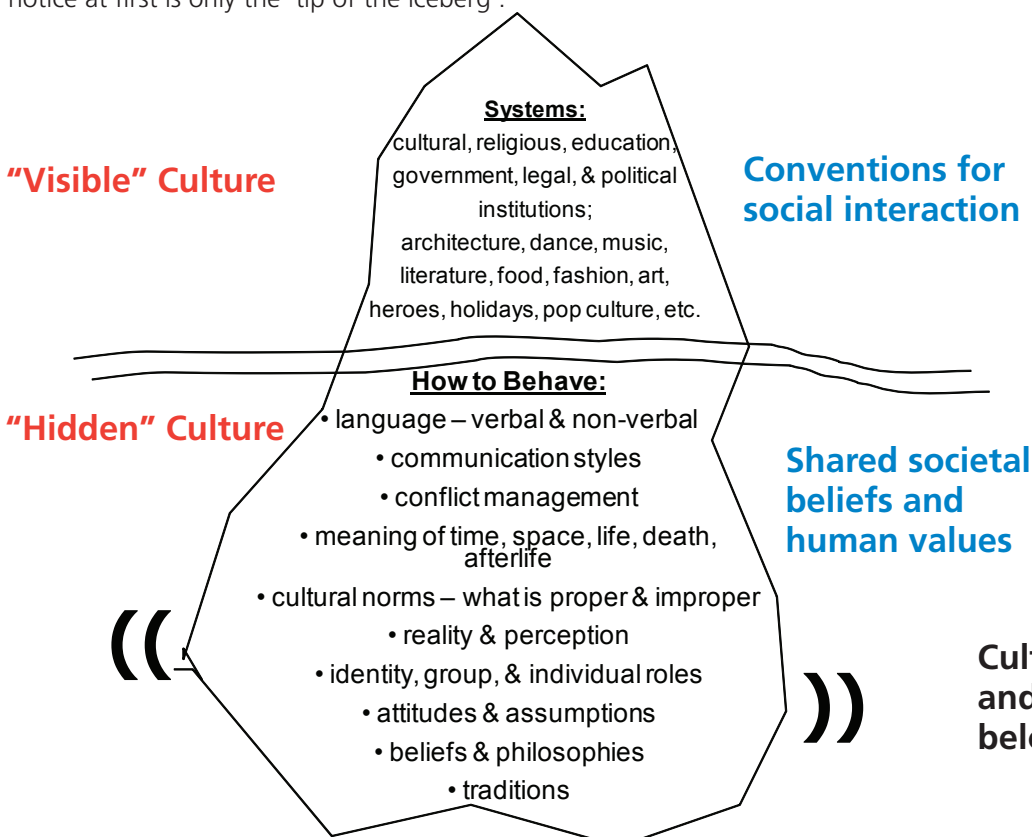
#### Ways of Being

- Belief of the society
- Value system
- How they perceive themselves in the world
- Notions of logic

### ICEBERG METAPHOR

*"Toto, I've a feeling we're not in Kansas anymore!"*  
– Dorothy, Wizard of Oz

Another way to think about culture is as an iceberg. 75% of an iceberg is below the surface, so when it comes to experiencing and understanding another culture, what you notice at first is only the 'tip of the iceberg'.



**Cultural icebergs will bump and grind most noticeably below the surface**

# While Abroad



## Cultural Awareness and Adaptation

### CULTURAL AWARENESS

In order to adapt more easily to the host culture, do some research and learn what you can before you leave.

#### Some things to think about:

- Read about the country where you will travel and study. Learn about the political situation, history, culture, and religion. Get a traveller's guide to laws and customs.
- Understand the cultural norms, values, and customs (review country insights: [www.intercultures.ca/cil-cai/countryinsights-apercupays-eng.asp](http://www.intercultures.ca/cil-cai/countryinsights-apercupays-eng.asp)). Be sure to behave in a manner that is respectful of the culture and the people you are visiting.
- Remember that laws in the host country apply to you. There are no special exemptions for foreigners.
- Consider learning some of the language of your host country: take a course and buy a language (translation) dictionary
- You will make mistakes and that's okay - learn for the next time
- Recognize the importance of not respecting host customs - what message (or lasting impression) are you sending about yourself, about Canadians?
- Humans are inherently biased - remember to check that from time to time
- Avoid comparing cultures as "better or worse" - can cast a negative shadow over the experience and perpetuate stereotypes
- Don't be so quick to judge - be SLOW to judge. Observe first and ask questions later.
- Your job is to observe, experience, learn, and share - not to start a political, social, religious revolution or impose your beliefs/values on others
- Avoid descriptors such as: backwards, wrong, stupid, irrational, ridiculous - other cultures are just "different" and that's what makes us all unique
- Remember that you're the visitor - YOU have to adjust (that's part of the challenge!)



*"If you reject the food, ignore the customs, fear the religion, and avoid the people, you might better stay at home".*  
– James A. Michener

### CULTURAL ADAPTATION

There will be some new experiences that you will encounter abroad that should warrant your consideration. Some of these experiences will be new or different while others may be challenging to you depending on your familiarity and comfort level. It is easy to overlook some of the more basic facets of living/studying abroad in another culture when you are filling out paperwork and reveling in excitement. Some differences are obvious and immediate whereas others are subtle and take time to be revealed.

Adapting to a new culture takes time for most people. It is easy to take for granted our familiarity with life in Canada and at the U of A. Students should definitely think about potential differences regarding the points below and how these differences might affect their ability to adapt to the host culture and enjoy (be successful in) their study abroad experience.

#### Personal

- Meeting people - friends
- Living arrangements (alone vs. with others)
- Attitude, expectations, perceptions, & stereotypes

#### Societal

- Language (verbal & non-verbal)
- Personal space, concept of time, problem-solving, behaviour
- Greetings & good-byes
- Expectations (gifts?)
- Gender, religion, age, sexuality, marital status

#### Academic Environment

- Addressing the professor
- Asking questions vs. being called upon
- Attending vs. skipping class
- Homework & assignments
- Grading & assessment
- What you know vs. how you improve
- Rhythm of class & volume of work
- Prof-directed vs. self-directed learning

*"Travel is more than the seeing of sights; it is a change that goes on, deep and permanent, in the ideas of living."*  
– Miriam Beard

# While Abroad



There are four distinct stages to cultural adaptation and understanding them can be useful:

*"The real voyage of discovery consists not in seeking new landscapes but in having new eyes."*  
– Marcel Proust



## 1.) Honeymoon (the tip of the iceberg):

*"This is going to be so awesome. I love it here!"*

Most students start their experience at a school in another country with a positive approach and great expectations. Often these expectations and the corresponding positive attitude toward prospective experiences are too high. The individual usually focuses on similarities and marvels at how people everywhere are alike.



## 2.) Culture Shock (the other 75% of the iceberg):

*"What the heck?! Ahhhh!"*

Slowly the focus changes from similarities to differences. Suddenly the differences seem to be everywhere and are quite troubling. Little incidents or challenges are blown up into major catastrophes.



## 3.) Cultural Adjustment:

*"Okay, I think I'm starting to get it."*

The crisis is over and gradually you begin to be able to interpret more subtle cultural cues. You become more comfortable, the culture feels more familiar, and you feel less isolated. Your sense of humour returns and you are able to be more optimistic and balanced about the differences around you.



## 4.) Integration:

*"Now I get it. I'm practically a local!"*

Full recovery will result in a feeling of confidence about your ability to function in two cultures. You'll appreciate many of the local customs, sayings, ways of doing things, and points of view. You will still have much to experience of the local culture, but you are now at the point that you will miss things about the culture when you return home.

## CULTURE SHOCK

*"When you travel, remember that a foreign country is not designed to make you comfortable. It is designed to make its own people comfortable."*  
– Clifton Fadiman

Cultural shock is a normal phenomenon that occurs when outside your familiar environment. It results from the stress of dealing with a new culture and encountering a conflict in values between your own culture and the new society. It can occur when we misunderstand or misinterpret the cultural cues that we are used to.

When facial expressions, words, or behaviours no longer mean what we thought, we often experience confusion and disorientation. Cultural shock combines a longing for the familiar, criticism of the new, tiredness, and at times even ill health.

## Symptoms of Culture Shock

Everyone gets culture shock, however the intensity and duration varies from person to person. You may experience any or all of these symptoms as a result of culture shock:

- Irritability
- Anxiety
- Sleep problems
- Withdrawal from others
- Physical illness (often psychosomatic)
- Bitterness
- Homesickness
- Depression
- Inability to work or focus
- Hostility towards host nationals - "culture-bashing"



## Coping Strategies for Culture Shock

Culture shock is not something you catch and get over quickly. It's a cycle of adjustment that can last days, weeks, or months. You will be challenged emotionally, physically, mentally, and socially during your program abroad. Recognize culture shock for what it is (i.e. the symptoms) and then you will be better equipped to tackle and overcome it.

To survive culture shock, it is important to maintain a sense of humour and a tolerance of others. You should be flexible, patient, sensitive toward others, and non-judgmental. There are many things you can do to ease the transition from one culture to another: (see next page)

# While Abroad



## **Lower your expectations:**

Expect difficulties and challenges. Tone down your fantasies of the wonders that might occur. Every country and culture has its problems and its day-to-day realities, even your own. Lower your expectations and you might be pleasantly surprised.

## **Give yourself a break:**

Recognize the symptoms of culture shock and understand the pattern of adjustment. Learn how to control your reactions to stress and don't try so hard to 'fit in' or adjust perfectly right away. Remember that culture shock is a normal and natural phenomenon that everyone goes through, so cut yourself some slack and take it one step at a time.

## **Have a plan:**

Develop some strategies to deal with the difficulties of adjustment, such as: setting goals, having a plan, or exercising. Think of some scenarios that might occur: *What will I do if I start to feel frustrated, bitter, or antagonistic?*, *What will I do if I start to feel homesick and lonely?*, *What will I do if I start to feel stressed out and unable to focus?* Asking yourself "what will I do when I start to feel culture shock set in?" will allow you to come up with some responses or strategies to cope with adjusting and keep you moving forward. It's better to be somewhat prepared than sorry.

## **Stay connected:**

Stay in touch with friends and family back home via email, text, phone, or skype. Let them know how things are going but be careful not to become too dependent on these communications. They should be for support only, not to replace your social network in your host culture. Also be cautious about alarming your relatives about situations they cannot understand or act on.

## **Get involved:**

Don't hibernate. Instead of sitting around reflecting on your sorry state, go out and socialize with locals or other international students. Learn about your new country from the people that live there. Talk to other international students as it's likely they're going through/been through what you are and can relate and give reassurance. More importantly, join school clubs (e.g. ski club, intermurals), student groups, or volunteer. Forget about what's considered cool and uncool at home. Many students join things they don't at home and wind up meeting incredible people and having a fantastic experience.

## **Language learning:**

Even a few words help. Language and culture are inexplicably intertwined. It also makes sense that this is often an excellent way to build a connection with host nationals in class, on the street, or in a restaurant or store.

## **Befriend a sympathetic host national:**

Making friends with the locals should probably be your first choice over consistently being with other international students who are in the same boat as you. However, both experiences have an important place, and finding a sympathetic host national is not always as easy as it should be. You'll find that you will need to be the instigator: introduce yourself, invite someone to coffee or to the pub, invite yourself along if there are people going out. It may not be a natural (or comfortable) thing to do, but it works!

## **Gather information:**

History, culture, social norms, politics, etc. Reading and researching prior to your arrival in your new country is excellent preparation. Imagine how much reading and learning about the culture will enhance your stay once you arrive.

## **Keep a journal (or blog):**

This is an important tool not only to process your thoughts and experiences, but also to look back and reflect on changes you are going through. Have you ever heard of anyone regretting keeping a journal? Plus, it will provide you with the fuel you need when recounting your experiences later on. Our greatest challenges become our greatest stories.

## **Keep a sense of perspective (and humour):**

Remember your stay overseas is going to be limited - your culture shock, temporary. Trust your ability to work out problems and find solutions. It may not happen right away but in the long term, your challenges will be your greatest learning. Keep a sense of humour and be able to laugh at yourself or a situation. It will relieve stress and be a great story later on.

**Avoid overly romanticizing** life back home or overly disparaging your host country and its culture. Instead, choose to stay in a positive and open frame of mind. Bring an empty suitcase for your psyche and soul.

## **Tolerance and patience:**

Sometimes this means going with the flow and not analyzing so much. Sometimes this means suspending judgement for a while. Figure it out by osmotic experience instead of relying on an untested theory in your mind. Be slow to judge. And in the end, remember that all challenges are temporary. Chalk them up to "an experience".

# Returning Home



## Before you leave

### HOST TRANSCRIPTS

Students must request a transcript from their host institution and have it mailed to:

Education Abroad Program  
University of Alberta  
8920 HUB Mall  
Edmonton AB, T6G 2E1  
CANADA



Faculties MUST have a transcript in order to grant you credit for completed coursework abroad. Without a transcript, faculties will not be able to begin the credit assessment process, so it is important that you order a transcript BEFORE you leave. **NOTE:** transcripts can take several weeks to months to arrive. Ask your host institution about their policy on issuing transcripts so you have an idea of what to expect.

Faculties require a transcript from your host institution to verify that you have completed your study abroad program, regardless of whether or not you want credit transfer. You must have a host transcript.

Once your transcript arrives at EAP, we will forward the original to your home faculty for credit assessment. Be aware, it is U of A policy that all documents not issued in English, must be accompanied by official English translations. This applies to transcripts and detailed course outlines. If your host institution does not have an English version, you will need to get it translated.

If you have switched faculties sometime during your exchange, you must let us know immediately (as soon as you have switched) via email so we can update our files and send your transcript to the appropriate faculty. Furthermore, if you have switched faculties, you will also need to get a new *Permission to Participate form* signed by the new faculty in order to have your credit assessed. Failure to do so could mean your new faculty will refuse to grant credit for any coursework completed abroad.

It is highly recommended that you try to **order additional sealed copies** of the host transcript for yourself, in case you should ever need them in the future (e.g. grad school, after-degree, scholarship, job). It is much easier to have some on hand than to have to track them down from abroad later on in a panic. Most universities, including the U of A, will not accept unsealed copies of transcripts, so if a package from your host institution arrives at your home - **DO NOT OPEN IT!** Bring it to EAP and we will open it for you in case there are transcripts inside.

### SAVE EVERYTHING

Keep all your academic work abroad including class notes, course outlines, titles of textbooks, assignments, papers, and exams. You may need them if you have to negotiate for transfer credit or grades at the University of Alberta. If it is too much to carry home, ship it separately. If a course abroad did not have a syllabus, ask your prof for a course outline as you may need one later.

### REGISTER FOR U OF A COURSES

Register as soon as possible for the University of Alberta courses that you are planning to take upon your return. The normal registration procedures apply to you. You can access the U of A calendar and courses, as well as your fee assessment and grades online on Bear Tracks.

If Bear Tracks will not let you register in a higher level course because you have not received credit recognition for a prerequisite course abroad, you may need to seek approval from your faculty advisor or the professor of the course to be registered manually. This may not occur until after your return to Edmonton.

# Returning Home



**Don't forget some of the other mundane details when you are preparing to return to the U of A:**

- Confirm you flight details and travel plans before departure
- Apply for Financial Aid/Student Loans from your home province if necessary
- Apply for housing at the U of A by the appropriate deadline if you will be living in residence
- Check to make sure you have been reinstated to (or still covered under) the U of A Health & Dental Plan
- Don't forget to order your host transcripts!

## Welcome Back

### CREDIT TRANSFER AND GRADING

Again, once EAP receives your host transcript, we will let you know it has arrived and then will send it to your faculty for credit assessment. Your faculty will issue you credit for your coursework abroad once they receive your transcript, although this process may take several weeks or more.

The *Permission to Participate form* does not guarantee full credit for the courses listed. If you are not satisfied with the credit assessed, you can appeal the decision by providing evidence of coursework you completed abroad. However, please note that credit is assessed based on a variety of criteria, including: course content, number of hours, host credit system, etc. Please refer to the Credit Transfer section of this handbook (p.8) for more information.

Courses taken abroad are recorded on your University of Alberta transcript as credits only (e.g. \*3 credits granted in SOC 2XX). Grades are not usually calculated as part of your U of A GPA unless you are required to maintain a certain GPA for continuing awards, an Honours program, or to graduate with distinction. You can discuss this with your faculty or Student Awards.

All questions relating to credit transfer need to be directed to your faculty. EAP has no authority on academic issues regarding credit assessment, and therefore, cannot advise you in this matter.

### REVERSE CULTURE SHOCK

While you probably expect to face some degree of culture shock when living abroad, you may not realize that returning home also involves a great deal of readjustment. **Re-entry into your home culture can be just as challenging as living overseas.**

Learning to adapt to another culture forces a person to adjust their way of thinking. You will grow and change during your time abroad and you may learn to see things differently. Your family and friends may not seem to have changed at all while you've been away. You may feel that they don't understand or appreciate what you have experienced. They may not even seem very interested. Know that there are people on campus who can relate to what you're going through and who would love to hear about your experiences.

#### Reverse Culture Shock:

- Emotional 'tug-of-war' - sadness at leaving mixed with nostalgia for home
- You've grown/changed - developed independence, more maturity, new perspectives and values, faced unique challenges, learned to adapt, and persevered - does anyone notice or care?
- Nothing's changed at home vs. everything's changed - what do you do?
- Parents and friends may not fully understand your experience/transformation - what's their problem?
- Expectations: you vs. your family/friends - now what?
- Want to re-live your experience again and again - who's listening?
- Your (new) identity - who are you *now*?

*"The whole object of travel is not to set foot on foreign land; it is at last to set foot on one's own country as a foreign land."*  
– G. K. Chesterton





# Returning Home



## Here are some tips to help make your adjustment a little easier:

- Expect to have some readjustment problems and give yourself time to go through the process
- Understand that what was once familiar may now seem different and you will probably have a lot of catching up to do not only with family and friends but with the culture as well
- Keep an open mind and a positive attitude. Avoid making hasty judgements about people and behaviours and try to avoid comparisons between your home and host countries and cultures.
- Be sensitive. You'll be eager to share what you've experienced during your time away but remember that others will want to update you on their lives too.
- Find a support network of other people who have gone through their own re-entry. It will help to talk with other people who know what you're going through. Volunteering with EAP is a great way to meet past participants, share experiences, and help new students prepare for their sojourn abroad.

Remember, re-entry shock serves an important purpose - it's the main signal that 'growth' has occurred.

## SHARE YOUR EXPERIENCE

Once you're back in Edmonton, EAP would like to hear about your time abroad. Your experiences (both positive and negative) will assist us in advising other students. All returned students are required to fill out a *Returned Student Report* to provide specific information about your host institution that EAP staff members don't know but that is invaluable to future students. Be as specific as possible.

You will also be asked to help out with our *Go Abroad Fair* (fall term) to promote study/work abroad programs to new students, and with our *pre-departure orientations* for future exchange students. Both opportunities are a chance to share your thoughts and experiences with students who are interested in going abroad or are about to depart on their journey and want your expertise. It is a great way to relive your experiences again with a willing and attentive audience.

Your experience doesn't have to end when you return home. Once you're back, there are a lot of ways you can get involved "internationally" at the U of A. Here are a few suggestions:

### Promote Study/Work Abroad

Contact EAP about how you can help encourage other students to go abroad. There are a number of promotional events and activities throughout the fall and winter terms where you can put your expertise to use, such as:

- Go Abroad Fair
- Information sessions / tables
- Pre-departure sessions
- Peer contact list
- Postering, etc.



### Write an Article on Your Overseas Experience

There are opportunities to write brief articles that might be used by Gateway. Consider formatting some journal entries into an article that EAP can use on its website and in other promotions.

### Volunteer with U of A International (UAI)

- STARS Volunteer (Study Abroad Referral Student) - help promote study/work abroad programs to students across campus
- Transitions Volunteer - welcome new international students to the U of A through the Transitions orientation program
- Senior Peer - be matched with a group of 5 new international students to hang out and socialize with
- Global Education Volunteer - assist with promoting and implementing special conferences or events that raise awareness of global issues (e.g. I-Week)

### Use Your Experience in Your Academic Life

Use your newfound knowledge and perspectives in classroom discussions, in papers, and in presentations. Register in courses where you can apply what you've learned. Take a language class to keep up what you acquired abroad.

### Join a Club

There are lots of internationally focused associations and clubs on campus that would welcome your involvement. Contact U of A Student Group Services for a list of student groups and clubs: [www.su.ualberta.ca/services/studentgroups/](http://www.su.ualberta.ca/services/studentgroups/).

# Appendix



## Know Your Finances

### **SAMPLE BUDGET - CAN YOU AFFORD TO GO ABROAD?**

It is important to have a realistic and well-researched idea of how much money you will need while abroad. This can be done by looking through your host institution's website, reading travel guides and speaking with past and present exchange students, both from the U of A and from your host country.

Use the budget sheet below to calculate your anticipated costs as well as your planned income. Your total income should be equal to or greater than your total expenses (Note: Some host institutions require proof of your financial resources/stability).

<b>Expenses</b> (Remember to factor in the exchange rate of your host country)			
Housing:	_____	x _____ months = _____	+
Food:	_____	x _____ months = _____	+
Local Transport:	_____	x _____ months = _____	+
Clothing:	_____	x _____ months = _____	+
Entertainment:	_____	x _____ months = _____	+
Personal Items:	_____	x _____ months = _____	+
Books:	_____	x _____ months = _____	+
Tuition & fees:	_____	x _____ terms = _____	+
Health Insurance	_____	x _____ months = _____	+
Airfare:	_____	x _____ trips = _____	+
Other:	_____	x _____ months = _____	=
		<b>Total Expenses</b> = _____	
<b>Income</b>			
Personal Savings:	_____	x _____ months = _____	+
From Parents:	_____	x _____ months = _____	+
Awards:	_____	x _____ months = _____	+
Student Loans:	_____	x _____ months = _____	+
Other (e.g. job):	_____	x _____ months = _____	=
		<b>Total Income</b> = _____	



## What to Pack

### SAMPLE PACKING CHECKLIST

*\*\*Remember that there are new and very strict regulations about what can and cannot be in your carry-on luggage. Check with the airline for details.*

#### Carry-On Bag\*\*

- Passport (keep an extra copy in main luggage)
- Flight itinerary & arrival info
- Cash (Canadian and host currency)
- Credit Card/ Debit Card
- Traveller's Cheques
- Money Belt (to store important documents)
- Fresh underwear and shirt

#### Toilet Articles

- Soap in covered plastic container
- Deoderant
- Shampoo/Conditioner
- Hairbrush, comb, etc.
- Toothbrush and toothpaste
- Contact lenses/solution & extra lenses/case
- Sunscreen (SPF 30 or higher)
- Medicines (prescription, headache, motion sickness, etc. in their original containers)

#### Clothing

- Long-sleeved shirts/blouses
- T-shirts
- Sweaters
- Loose long pants
- Dressier slacks or skirts
- Loose shorts
- Underwear and socks
- Nightwear
- Good walking shoes (hiking boots, running shoes)
- Dress shoes
- Sandals or flip flops
- Bathing suit
- Sun hat with a brim (or buy one there)
- All-purpose, water-proof jacket
- Gloves/mitts, scarf, toque for winter destinations

#### First Aid Kit

- Absorbent cotton, gauze, cotton swabs
- Adhesive tape

- Advil, Tylenol (not Tylenol 3 – codeine is illegal in some countries)
- Anti-diarrheal medication (i.e. Imodium)
- Antihistamine (i.e. Benadryl)
- Anti-nausea medication (i.e. Gravol)
- Band-Aids, triangular bandage, etc.
- First aid cream (i.e. Polysporin), burn ointment
- Cold/Flu medication & throat lozenges
- Disinfectant, alcohol swabs
- Disposable latex gloves
- Disposable syringes and needles
- Moleskin, foam padding
- Oral thermometer
- Swiss Army knife with scissors and tweezers
- Tensor bandage

#### Miscellaneous Necessities

- Voltage converter (for hair dryer, ipod, laptop)
- Hair dryer
- Small flashlight / headlamp
- Camera & film/memory card, extra batteries, etc.
- Alarm clock
- Sunglasses
- Extra pair of eyeglasses or copy of prescription
- Tweezers, nail clippers, nail file
- Disposable razors, blades, and cream
- Umbrella
- Small thermos or water-flask
- Backpack locks plus keys & combination lock
- Towel for beach use
- Pre-addressed labels for cards to friends at home
- Canadian souvenirs for friends and helpful locals
- Ziploc bags
- Sewing kit
- Journal
- Insect Repellent
- Contraceptives, including latex condoms



## Common Hazards (to think about)

### Health Risks

- Dietary concerns
- Dental and Eye Care
- Availability of emergency medical help
- Medications/ medical facilities
- Overseas injections/ transfusions
- Sexual health

### Travel & Transportation

- Pedestrian hazards
- Road conditions (hairpin curves with no guardrails, inadequate signs and lighting)
- Disregard for traffic laws
- Poorly maintained vehicles
- Direction of traffic
- Airline safety
- Jet lag & motion sickness

### Personal Safety & Security

- Civil Unrest (strikes, political turmoil, violent incidents, street demonstrations, riots)
- Minor verbal harassment
- Crime (theft, rape, assault, etc.)
- Terrorism
- Drunkenness
- Serious illness or injury including physical and sexual assault
- Hijacking / Kidnapping
- War, social/ political change at home or abroad

### Food & Beverage Risks

- Water potability
- Food poisoning
- Vitamin deficiency
- Sanitary practices

### Personal / Special Needs

- Diabetes
- Heart Disease, Pacemaker
- HIV or AIDS infected travellers
- Pregnant travellers
- Stomach disorders
- Ability/ disability issues
- Allergies (food, drugs, environment)
- Environmental sensitivities
- Epilepsy/ seizures
- Recreational activities (scuba diving, slips and falls, swimming, bungee jumping, rafting, etc.)
- Culture shock

### Vaccine - Preventable Illnesses

- Anthrax
- Chicken pox
- Cholera
- Diphtheria, Tetanus and Pertussis (DPT)
- Encephalitis, Tick-borne
- Haemophilus Influenza type B (Hib)
- Hepatitis A / Hepatitis B
- Influenza
- Japanese Encephalitis
- Lyme Disease
- Measles, Mumps and Rubella (MMR)
- Meningococcal/ Pneumococcal Meningitis
- Polio
- Rabies
- Typhoid
- Typhus
- Varicella
- Yellow Fever

### Miscellaneous Necessities

- Avian Influenza, Bartonellosis, Brucellosis, Dengue Fever, Filariasis, H1N1, Lassa Fever, Leishmaniasis, Leptospirosis, Loiasis, Mad Cow Disease, Malaria, Onchocerciasis, Rift Valley Fever, Rocky Mountain Spotted Fever, Tungiasis, SARS, Schistosomiasis, Sexually Transmitted Diseases, Tuberculosis, Trypanosomiasis, Traveller's Diarrhea, Venezuelan Equine Encephalitis, West Nile Fever

### Environmental Disasters

- Floods
- Earthquakes
- Volcanic eruptions
- Mudslides
- Hurricanes, typhoons, tornados, tsunamis
- Animal/ insect bites
- Extreme weather (heat, cold, sunburns)
- Altitude Sickness

### Legal Risks

- Restricted drugs & alcohol
- Restricted sexual activity
- Photography restrictions
- Documentation (visas/ passports)
- Currency exchange laws
- Political involvement
- Laws around crime

# Appendix



## More Information

### **U of A Education Abroad Program (EAP):**

[www.goabroad.ualberta.ca](http://www.goabroad.ualberta.ca)

### **Canadian Government:**

[www.gc.ca](http://www.gc.ca)

### **To check out Country Travel Advisories:**

[www.voyage.gc.ca/countries\\_pays/menu-eng.asp](http://www.voyage.gc.ca/countries_pays/menu-eng.asp)

[www.travel.state.gov](http://www.travel.state.gov)

### **Some Health/Safety sites for Study Abroad:**

[www.ciee.org/health\\_safety.aspx](http://www.ciee.org/health_safety.aspx)

[www.tripprep.com/scripts/main/default.asp](http://www.tripprep.com/scripts/main/default.asp)

[wwwnc.cdc.gov/travel/content/study-abroad.aspx](http://wwwnc.cdc.gov/travel/content/study-abroad.aspx)

### **Health Canada: [www.TravelHealth.gc.ca](http://www.TravelHealth.gc.ca)**

[www.phac-aspc.gc.ca/tmp-pmv/index-eng.php](http://www.phac-aspc.gc.ca/tmp-pmv/index-eng.php)

[www.travmed.com](http://www.travmed.com)

### **Canadian Society for International Health:**

[www.csih.org/en/travelhealth/index.asp](http://www.csih.org/en/travelhealth/index.asp)

### **Centre for Disease Control (USA):**

[www.cdc.gov/travel](http://www.cdc.gov/travel)

### **IAMAT – English-speaking doctors worldwide:**

[www.iamat.org](http://www.iamat.org)

### **To find a Travel Health Clinic in Canada:**

[www.phac-aspc.gc.ca/tmp-pmv/travel/clinic-eng.php](http://www.phac-aspc.gc.ca/tmp-pmv/travel/clinic-eng.php)

### **List of Canadian Embassies Abroad:**

[www.voyage.gc.ca/countries\\_pays/menu-eng.asp](http://www.voyage.gc.ca/countries_pays/menu-eng.asp)

### **Register with Foreign Affairs Canada:**

[www.voyage.gc.ca](http://www.voyage.gc.ca)

### **List of Embassies Worldwide:**

[www.embassyworld.com](http://www.embassyworld.com)

### **In Case of an Emergency Call:**

#### **Foreign Affairs and International Trade Canada**

+ (1) 613 – 996 – 8885 (call collect)

[www.voyage.gc.ca/contact/toll-free\\_sans-frais-eng.asp](http://www.voyage.gc.ca/contact/toll-free_sans-frais-eng.asp)

#### **Protective Services, University of Alberta:**

+ (1) 780 – 492 – 5050

### **General Travel**

#### **Resources:**

#### **International Air Travel Association:**

[www.iata.org](http://www.iata.org)

#### **Travel Document Systems:**

[www.traveldocs.com](http://www.traveldocs.com)

#### **For Women:**

[www.journeywoman.com](http://www.journeywoman.com)

[www.womentraveltips.com](http://www.womentraveltips.com)

#### **For Students Travelling Abroad:**

[www.destineducation.ca](http://www.destineducation.ca)

[www.studentsabroad.com](http://www.studentsabroad.com)

#### **For Gay/Lesbian Students:**

[www.indiana.edu/~overseas/lesbigay](http://www.indiana.edu/~overseas/lesbigay)

[www.amnesty.org](http://www.amnesty.org)

#### **For Students with Disabilities:**

**Mobility International:** [www.miusa.org](http://www.miusa.org)

**Access Abroad:** [www.umabroad.umn.edu/access](http://www.umabroad.umn.edu/access)

**Access Able:** [www.access-able.com](http://www.access-able.com)

#### **Learn more about Culture:**

[www.voyage.gc.ca/countries\\_pays/profiles-menu-profilseng.asp](http://www.voyage.gc.ca/countries_pays/profiles-menu-profilseng.asp)

#### **Universal Currency Converter:**

[www.xe.com/ucc](http://www.xe.com/ucc)

#### **World Electricity Guide:**

[www.kropla.com/electric.htm](http://www.kropla.com/electric.htm)

#### **International ATM Locators:**

<http://visa.via.infonow.net/locator/global>

[www.mastercard.com/ca/personal/en/cardholderservices/atmlocations/index.html](http://www.mastercard.com/ca/personal/en/cardholderservices/atmlocations/index.html)

#### **Canada Direct (Canadian Operator):**

[www.infocanadadirect.com](http://www.infocanadadirect.com)

#### **Word City Subway Maps:**

<http://people.reed.edu/~reyn/transport.html#maps>

# Appendix



## Resources

There were many resources used in preparing this manual. We would also recommend them to you to assist with your preparations for going abroad.

### Books

- A Manual of Structured Experiences for Cross Cultural Learning. William Week, Paul Pederson, & Richard Brislin, eds Yarmouth ME: Intercultural Press Inc., 1979
- A World of Options for the 90s: A Guide to International Educational Exchange, Community Service, and Travel for Persons with Disabilities. Cindy Lewis & Susan Sygall. Eugene, OR. Mobility International, USA. 1990
- Bon Voyage, But... Government of Canada
- Cross Cultural Re-Entry: A Book of Readings. Clyde Austin, ed. Abilene, TX: ACU Press. 1996
- Culturegrams: The Nations Around Us. David M. Kennedy Centre for International Studies, Brigham Young University, Provo, UT. 1995
- Developing Intercultural Awareness. Robert Kohls & John Knight. Yarmouth, ME: Intercultural Press Inc. 1994
- Do's and Taboos Around the World. Roger Axtell, ed. 3rd edition. John Wiley & Sons Inc. New York, 1993
- Healthy Advice for Living Overseas. CIDA Briefing Centre, Ottawa. CUSO. 1994
- Her Own Way Government of Canada
- Lonely Planet Guides for various world areas.
- Orientation Handbook for Youth Exchange Programs. Cornelius Grove. Yarmouth, ME: Intercultural Press Inc. 1989
- Ready, Set, Go! An Interactive Pre-departure Workbook for Students Going Abroad. Lynne A. Mitchell, Robert Olajos, Heather Shay. Guelph, ON, WSAnet 1999
- Survival Kit for Overseas Living. Robert Kohls. Yarmouth ME: Intercultural Press Inc. 1984
- The Art of Crossing Cultures. Craig Storti. Yarmouth ME: Intercultural Press. 1990
- The Big Guide to Working and Living Overseas. Jean Marc Hachey, Ottawa: Intercultural Systems (ISSI), 2004
- The Exchange Student Survival Kit. Bettina Hansel. Yarmouth ME: Intercultural Press. 1993
- What in the World is Going On? A Guide for Canadians Wishing to Work, Volunteer, or Study in Other Countries. Alan Cumyn. Ottawa: CBIE. 1993
- Women's Guide to Overseas Living 2nd Edition. N. Piet-Pelon & B. Hornby. Yarmouth ME: Intercultural Press Inc. 1992

### Resources for Gay, Lesbian, Bisexual, and Transgendered (GLBT) Students

- Amnesty International 1997. Breaking the Silence: Human Rights Violations Based on Sexual Orientation. (CUL 1457). Also includes an appendix "Rough Guide to National Legislation Round the World on the Legality of Homosexual Acts"
- Damron, Bob. Damron Address Book '98.
- Damron, Bob. The Damron Women's Traveller '98: Lesbian Guide to USA, Canada, Mexico, Caribbean, Europe
- Ferrari, M. Ferrari's Places of Interest: Gay and Lesbian Worldwide Guide. (CUL 950).
- Ferrari, M. Inn Places: Worldwide Gay and Lesbian Accommodations 1994. (CUL 951)
- NAFSA. Lesbigan SIGnals: The Newsletter of the Special Interest Group on Gay, Lesbian and Bisexual Issues. (CUL Binder 3, #1129)
- Noel, L. Intolerance: A General Survey. (CUL 57)
- Out and About: Essential Information for Gay and Lesbian Travellers. (CUL Binder 3, #972)
- Spartacus—99: International Gay Guide
- Van Gelder, L. and P. Brandt. Are You Two...Together? A Gay and Lesbian Travel Guide to Europe. (CUL 818)



UNIVERSITY OF ALBERTA  
INTERNATIONAL

# Education Abroad HANDBOOK



**University of Alberta International**  
Education Abroad Program  
8920 HUB Mall • 780.492.6040  
[www.goabroad.ualberta.ca](http://www.goabroad.ualberta.ca)  
[goabroad@international.ualberta.ca](mailto:goabroad@international.ualberta.ca)