

EDUCATION ABROAD STUDENT HANDBOOK



CUAbroad

Center for Global Education

111 McMahon Hall, Washington, D.C. 20064

Tel: 202-319-6010, Fax: 202-319-6673

<http://CUAbroad.cua.edu>

CUA-CUABROAD@cua.edu

THE
CATHOLIC UNIVERSITY
of AMERICA



Table of Contents

A letter from the Director	3
Checklist: Things to Do between Now and Departure.....	4
Safety	10
Sexual Harassment.....	15
Health Issues.....	16
Money Matters.....	18
Setting up a Budget.....	19
Packing.....	20
Planning Travel Arrangements	24
Cultural Adjustment.....	25
Communicating Across Cultures	26
Re-entry	27
Resources.....	28
Emergencies.....	31
Notes	32



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Congratulations!

You've been accepted on an education abroad program through The Catholic University of America and will soon be on your way to the adventure of a lifetime! Whether your program is for a few days over the Spring Break or for an entire academic year, the experience will be valuable to you for years to come.

You don't want to get to your destination and find that you've forgotten something important. We've written this handbook so you would know what to do to get ready and what to do once you've arrived. Make sure you read the whole thing so you don't miss any vital pieces of advice. You'll enjoy your time abroad much more if you're prepared. In addition to information contained in this handbook and which is applicable to all students who participate in education programs, you will also be provided with information regarding the specific program either by *CUAbroad* or another department or another US or international university. Please be sure to read and follow advice provided to you to make the transition as smooth as possible.

Congratulations again on your decision to participate in an education abroad experience and on your acceptance into a Catholic University of America education abroad program.

Sincerely,

The *CUAbroad* Staff

Ella A. Sweigert, Director of Education Abroad sweigert@cua.edu

Madison Bolls, Global Program Manager boll@cua.edu

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The Catholic University of America

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Washington, DC 20064

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Web: <http://cuabroad.cua.edu>

CHECKLIST: THINGS TO DO BETWEEN NOW AND DEPARTURE

All students

- ☐ Register for your program
- ☐ Apply for your passport or renew your expired passport
- ☐ Apply for your visa, if required
- ☐ Make – or confirm – housing arrangements, if necessary
- ☐ Make arrangements for payment of your program expenses
- ☐ Make medical and dental appointments, check immunization records
- ☐ Check with your health insurance provider
- ☐ Apply for an International Student Identity Card (if not included)
- ☐ Make travel arrangements, if not included in your program
- ☐ Prepare a realistic budget
- ☐ Learn about where you're going
- ☐ Learn about where you'll be staying
- ☐ Make copies of all your important documents
- ☐ Find out how to communicate from abroad
- ☐ Get photos of home and of campus
- ☐ Learn about the educational system in your host country
- ☐ Prepare yourself to be an ambassador

If you'll be gone more than 2-3 weeks

- ☐ Make arrangements to have your mail forwarded

If you'll be gone more than one semester

- ☐ Make plans to pre-register for your semester of return
- ☐ Make graduation arrangements, if necessary
- ☐ Make plans for your return
- ☐ Make on-campus housing arrangements, if applicable

If you will be traveling before or after your program

- ☐ Make travel arrangements

Checklist:

☐ Register for your program

If you participate in a semester or academic year education abroad program - The CUAbroad office will register you for a full-time placeholder course for the duration of your semester abroad. You must follow a full-time course of study at your host institution/program in order to qualify for financial aid.

If you participate in a short-term or faculty-led group study abroad program—offered over Spring Break or Summer—you will register for your program by on-line registration, using the course number(s) provided by your program leader, unless otherwise instructed.

If you participate in a non-affiliated program—follow the procedures as instructed and make sure your program and your participation is approved by the CUAbroad office.

On-campus Registration **DO NOT** register for on-campus classes at CUA, in addition to your CUAbroad registration. If you do, you will be double-billed. CUAbroad will register you in Cardinal Station and you will remain an active CUA student during the term abroad.

On-Site Registration. You will register for your classes at your host institution, according to the host institution's instructions and regulations and timetables.

Official Transcript. At the conclusion of your term of study, request an official transcript to be sent to the CUAbroad office. This is your responsibility. Credits and grades be evaluated for CUA equivalency and the courses will be posted on Cardinal Station by the Registrar's Office. Next, the courses will be manually placed in their appropriate places on your tracking sheet by the Arts and Sciences office. If you participate in a non-CUA program, your credits - but not your grades - will be posted on your CUA transcript according to CUA rules and regulations.

☐ Apply for your passport or renew your expired passport

You will need:

- an official passport application (which you can download from the State Department website at <http://travel.state.gov> or pick up at the Downtown Post Office)
- a previous passport or a certified copy of your birth certificate (If you don't have this, write to the Records Department at the courthouse in the county in which you were born to request one; it must have the raised seal to be accepted as a certified copy)
- two identical 2"x 2" passport photos
- a photo ID (your Driver's License is good); and
- method of payment: an application fee (approx. \$75) and execution fee (approx. \$25)
- **Processing time** varies from 2 to 6 weeks. If you're in a hurry, talk to the personnel at the Passport Office about expediting your application (there's an additional charge for this service). There are also services that will walk your application through for you for \$150 or less. Get your passport as soon as you have been accepted by your program!

☐ Apply for your visa, if required

- **If a visa is required**, you can obtain the necessary application forms from the Consulate or the Embassy of the country you're visiting. Some countries require that you send photos, a financial statement, affidavit of financial support, a medical report, your acceptance letter from the school you'll be attending, and payment for a visa. You will have to send your passport with your application (the visa will be stamped into your passport). This is another good reason not to delay obtaining your passport: If you must wait the full six weeks for the passport, and then send it along and wait an additional several weeks for your visa, you might not be prepared in time for your program!

❑ Make – or confirm - housing arrangements, if necessary

- **On short-term programs**, housing is usually included in the cost of the program, and arrangements for housing (and often for most meals) will have already been made. A few programs offer a home-stay option for at least part of the duration of the program, which you may want to consider. It's a great way to get a feel for the country you're visiting and really get to know some people who live there.

- **On semester and academic year programs**, you will sometimes have a choice of lodging arrangements (such as dormitory, home-stay, and private apartments). If you're staying in a dormitory or apartment, you might have the option of whether to share a room with someone from the host country (or with another international student) instead of someone from your own program. Take your lifestyle preferences into account when choosing, of course, but don't automatically select the "safe" approach of rooming with someone you already know. Having a roommate from the host country or another country can be a wonderful way of exploring other cultures. Check with the coordinator of your program if you're unsure of the housing options available or don't know whether housing and meals are included in the cost of your program. Be aware that you may have to pay for room and/or board in advance.

❑ Make arrangements for payment of your program expenses

- **CUA programs**, whether short-term or semester-long or for a full academic year, will be billed to your account, visible on Cardinal Station. Once you have paid the deposit, assuring your spot on the program, the remaining balance will be charged to your student account, and will be due at the same time of tuition for that academic term. Academic-year programs will be billed as two separate semester charges, just as when you're here on campus. Please note that you will not be charged for on-campus room and board.

- If you receive **financial aid**, please make arrangements to speak with CUA's Office of Financial Aid and CUAbroad, so you understand how much of your program costs are covered. If your aid is less than the cost of the program, **you are responsible for the balance at the payment due date**. If your aid is greater than the cost of your program, or if you've prepaid part - or all - of your program fee before financial aid is released, the difference will be refunded to you if all your other university obligations (parking tickets, overdue library book fines, etc.) have been met.

- If you are participating in a semester or exchange program that is affiliated or sponsored by CUA that includes tuition and fees, broad will pay those charges to the host institution. In most cases your lodging, and sometimes your meal plan, will also be billed to CUA by the host institution.

- **If your program is not through CUA (a non-CUA program)**, you are responsible for arranging billing and payment with the institution sponsoring your program. If you're receiving financial aid, you must fill out a consortium agreement with the CUA office of Financial Aid and the financial aid office of your host institution. Please make note that no CUA grants and scholarships may be used toward a non-CUA program. Please remember to pay the non-CUA fee to CUAbroad.

❑ Make medical and dental appointments, check immunization records

- **Update your immunizations**, regardless of where you're going. Don't ruin a trip to the beach by wondering whether that scratch you got on the coral will result in tetanus! Depending on where you're going, you may need to begin medication or injections to prevent malaria, yellow fever, and a host of other diseases not common in the U.S. Check with your personal physician regarding what you'll need and check the Center for Disease Control and Prevention web site at <http://www.cdc.gov/travel/>.

- **Medical and dental check-ups** are a good idea, too, especially if your program is going to be physically rigorous or if you'll be gone more than a few weeks. Get any problems taken care of before you travel, and get any prescriptions you'll need written and refilled. A toothache is no fun at home and is even worse when you're nowhere near a dentist who speaks English!

❑ Check with your health insurance provider

- **Medical insurance** is a necessity (In fact, CUA requires that all students going abroad have proof of health insurance before leaving). Check your current policy to see whether you have coverage when outside the U.S. If not, see if such

coverage is available on a short-term basis (for the length of your studies plus any additional travel time) for policy-holders. Be aware that you will have to pay the doctor's or hospital's bill and then submit a claim to be reimbursed.

- **If your insurance carrier won't cover you outside the U.S.** and doesn't have a supplemental policy you can purchase through them, there are other sources to consider. Check with the company that provides your auto or renter/homeowner insurance to see whether they have a policy that will meet your needs. Check, too, with CUAbroad. We can give you contact information for several companies that offer health insurance on a short-term basis to students who will be studying abroad. Be aware, however, that most of these companies only offer basic coverage for accidents and health emergencies and that you will have to pay the doctor's or hospital's bill and then submit a claim and wait to be reimbursed.

☐ **Apply for an International Student Identity Card (if not included in the program cost)**

- **The International Student Identity Card (ISIC)** is required of all students studying abroad on CUAbroad programs and is included in the program price for most CUA programs. At \$22 (plus a photograph), it can prove to be one of your best investments. Not only will it make you eligible for discounted airfare (domestic and international), but it also provides a supplemental health insurance policy (for such unforeseen but expensive events such as emergency medical evacuation or repatriation of remains) and a 24-hour-a-day traveler's assistance service (for assistance in any language in the event of theft of your passport, need for medical or legal referral, etc.). Application forms and processing of applications are available at CUAbroad or at any STA Travel office.

☐ **Make travel arrangements, if not included in your program**

- **Airline tickets** may have been purchased for you in advance by your program leader, especially if you're participating in a short-term group program. If you are responsible for making your own flight arrangements, you'll want to start making phone inquiries as soon as you know your required arrival date. Several agencies give discounts to students; ask for this when you contact an agent. Also consider contacting some or all of the agencies listed below; they specialize in discounted fares for students (not just airfare, either: many also handle BritRail and Eurail passes, bus tickets, etc.).

- **Rail passes** (bus and plane passes, if you're going to Australia) are another consideration, especially if you will be doing a lot of traveling on your own before, during, and/or after your program. The passes are only available for purchase in the U.S. (you can't get them in Europe, though regular tickets are available there, and Interrail Passes can be purchased if you've been a resident for at least six months). Several different types of passes exist, and which one you need depends on how much traveling you'll be doing over what period of time. Available from your travel agent, your agent will be able to help you determine what kind of pass, if any, will be best for you.

- **Discounts** are available to students for all kinds of travel-related services.

Several agencies give student discounts on airfare, rail passes, and other transportation. The agencies used most often by students include:

- STA Travel (1-800-226-8624)
- KITT (1-800-282-8212)
- Educational Travel Center (1-800-747-5551)
- AAA (1-800-222-1333 elsewhere)

These agencies typically purchase blocks of seats from various airlines and then resell the seats to students at prices that are usually lower than those available from commercial travel agencies or from the airlines. Because one agency might have sold out its seats on a certain flight while another may still have seats available, it's always a good idea to contact more than one discount agency when making flight arrangements. Talk to these agencies, too, about rail passes, bus schedules, etc.

☐ **Prepare a realistic budget**

- **Use the budget worksheet** in the "Money" section of this handbook to help you determine what your expenses will be. Be sure to include airfare, ground transportation (taxi, bus, train), and other "major" expenses as well as the "little things" like phone calls (local and international), snacks, gifts for friends and family, postage, etc.

- **Get your finances under control.** Pay any outstanding bills (including rent and utilities) before you go, or turn them over to a trusted friend to pay (consider temporary Power of Attorney status for whoever will be taking care of things for you). Buy **travelers' checks** and check with your bank to learn whether your **credit card** and/or **ATM card** will be accepted in the country where you'll be.

❑ Learn about where you're going

- For less-expensive armchair traveling, check out the resources at the **public library**, or stop by the CUAbroad library and borrow videotapes and/or books on a variety of topics, including specific countries, how to pack, traveling alone, tour options, etc.
- **Travel information** can be obtained in a variety of ways. **Bookstores** stock or can order books, maps, travel guides, videotapes, etc., on any country you'd like. *Survival Kit for Overseas Living* (see the Bibliography in the "Resources" section of this handbook) is an excellent resource, too.
- **Country-specific information** also be obtained through the State Department Travel Warnings and Consular Information Sheets (on the Web at http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html), through the State Department Background Notes (<http://www.state.gov/r/pa/ei/bgn/>), and in the CultureGrams (on-line at <http://www.onlineedition.culturegrams.com>).
- Talk to your **travel agent**, too, about places to see, places to avoid, and average costs. Check the **World-Wide Web** for information (use the country name and "tourism" as keywords), and check the "Resources" section of this Handbook.
- For **health-related information**, including necessary vaccinations and medications, check the Centers for Disease Control's website at <http://www.cdc.gov/travel/index.htm> or contact the your physician.
- **News broadcasts and newspapers** are other good sources of current information on the various countries you'll be visiting. Visit www.onlinenewspapers.com . Check for magazine articles in the Reader's Guide to Periodical Literature at the library.
- **The Travel, Culture, and Resources** sections of this handbook also have valuable information and websites for country-specific information, travel information and discounts, cultural differences, etc.

❑ Learn about where you'll be studying

- **Information about your program** can be obtained in a variety of ways. Ask your program director, CUAbroad staff or the program provider for a DC area list of former participants and contact them.
- Stop by the CUAbroad office and obtain a DC area list of students from the country (and perhaps the school) where you'll be studying.
- If you're going to a university abroad, check their **website** to learn more about the campus.
- **Learn a few words** of the local language, if you don't already speak it.

❑ Make copies of all your important documents

- **Your passport/visa(s) and credit cards** are prime candidates for the photocopier. So are your acceptance letter if you're attending a school abroad, your airline and train tickets, and anything else that seems important enough to need a copy or would be difficult to replace without the information that it contains.
- **Carry the copies** separate from the originals! Also carry an extra set of passport photos. Leave a set of copies at home, too, with family or a trusted friend. These copies will come in handy if, like all other human beings, you lose or misplace the originals or if you are "relieved" of them by a pick-pocket.

❑ Find out how to communicate from abroad

- Keeping in touch isn't all that hard from overseas, but it may take some planning on your part. Check with your **long-distance telephone** carrier about discount opportunities available to you while you're abroad. A "calling home" card can save considerable expense, though each card is only valid for a single telephone number. **Phone debit cards** are also available. These allow you to pay in advance for the calls you plan to make, simplifying your budgeting for the trip and eliminating the need to carry coins for each country you're visiting. Most if not all programs nowadays offer a cell phone or will help you obtain one after you arrive.

Postcards and letters are always welcomed by those at home, though they'll mean finding time to sit down and write. Postcards will also provide a pictorial record of what you've seen during your travels. **E-mail** may be available to you, depending on your program.

- If you'll be gone more than a few weeks, learn how to access your **e-mail account** from overseas.

☐ **Get photos of home and of campus**

- Photos of **family and friends** will not only keep you "connected" while you're abroad but will enable you to "introduce" your new friends and acquaintances to your U.S. connections.
- Photos of CUA or CUA postcards from the Book Store, will let you show off the campus and might help encourage students at your host school to try an exchange here!

☐ **Learn about the educational system in your host country**

- Learn about the structure of higher education in the country in which you'll be studying. Not all countries have 12 years of public education followed by 4 years of college or university study, and knowing how your classmates are taught will help you prepare for classroom life.

☐ **Prepare yourself to be an ambassador**

- Remember that you'll be representing **CUA, your home state, and the U.S.**, and that you're going abroad to experience a different way of life and learning. Don't expect everything to be the same as at home, and don't try to change the way things are done in your host country or at your host school.
- Do some reading about your home community and state so you'll become aware of population size, history, economic activity, famous people, etc.

IF YOU WILL BE GONE FOR MORE THAN 2-3 WEEKS

☐ **Make arrangements to have your mail forwarded**

- Be sure to leave a **forwarding address**. If you are expecting anything to be mailed from the University, give your new address to the **Registrar's Office**. This can be your address overseas, your permanent (parents') address, or the address of a trusted friend.
- Remember that your fraternity/sorority friends and/or roommates probably won't be sending most of your mail along to you while you're away. Give them and the **U.S. Postal Service** a forwarding address in the U.S. where your mail can be sent and where any bills that arrive will be dealt with appropriately.

☐ **Make plans to pre-register for your semester of return**

- Be sure to **maintain contact with your adviser** during the term(s) you're away. E-mail, phone, or "snail mail" will enable you to work out your courses with your adviser so that you're not closed out of classes you need when you come back.

☐ **Make graduation arrangements, if necessary**

- **If you're a senior**, be sure to talk to your academic adviser or your departmental office and follow all necessary procedures. It is generally not advisable to study abroad during your last semester of study at CUA for a variety of reasons, one of which is the delay in receiving your overseas transcript and thus missing the date by which all graduation requirements must be met.

☐ **Make plans for your return**

- **Pre-register** for classes if you can.
- **Make housing arrangements**, whether that's with your former roommates, with Housing Services, or by having someone watch the ads for apartments.
- Watch for **re-entry shock**. Just as you needed to prepare for the culture shock of being in a new place, you'll need to plan in advance for the shock of being home. You'll have spent time away from your "former world", and life has gone on there just as it has for you—but without you! See the "Culture" section of this handbook for more on re-entry shock.

IF YOU WILL BE TRAVELING BEFORE OR AFTER YOUR PROGRAM

☐ Make travel arrangements

- **Transportation:** See the notes on Travel Arrangements in an earlier section of this handbook and the transportation information in the “Travel” section for basics on airfare and train passes.
- **Lodging: Youth Hostels** are an inexpensive way to bed down when traveling. Most hostels provide either dorm-like rooms or smaller shared rooms in close proximity to rail stations and/or airports. Designed for the traveler, accommodations vary from large shared areas with wall-to-wall beds to private or semi-private rooms in restored villas. Bath and toilet facilities are usually shared; availability of meals varies from on-site restaurants to kitchenettes to vending machines. Holders of a Youth Hostel Card (\$25 for 12 months, available from some travel agencies or from Hostelling International at <http://www.hihostels.com>) can make reservations in advance and receive a discount on the already-affordable rates. In some countries, **pensiones** or **bed and breakfast** establishments are an option and are sometimes even more reasonably-priced than hostels (and often include a simple meal in the price of the room).
- **Your destinations: Travel information** can be obtained in a variety of ways. Chain and private bookstores either stock or can order books, maps, travel guides, videotapes, etc., on any country you’d like. For less-expensive armchair traveling, check out the resources at the **public library**, or stop by the **broad resource library** and borrow videotapes and/or books on a variety of topics, including specific countries, how to pack, traveling alone, tour options, etc. Talk to your **travel agent**, too, about places to see, places to avoid, and average costs. Check the **World-Wide Web** for information (use the country name and “tourism” as keywords).

SAFETY

CUA Education Abroad Statement on Safety and Security

The safety and well-being of students, faculty, and staff who are participating in CUA programs abroad is of the highest importance. CUAbroad has established policies and procedures designed to safeguard the safety and well-being of study abroad participants. CUAbroad monitors the safety and security situation at all program sites. Study abroad program participants abroad are notified via e-mail if the U.S. State Department issues a country-specific Warning or Announcement. Procedures are in place should an individual program participant – or all program participants – need to be evacuated from the program site.

CUAbroad is on call 24 hours a day, 7 days a week, through an emergency cell phone. To contact the CUAbroad **24 hours a day, 7 days a week**, call: **CUA Public Safety at (001) 202-301-5111**

You may also contact CUAbroad during regular office hours at (001) 202-319-6010.

Addressing safety and well-being begins with training the Program Directors and providing all program participants with pre-departure orientation. Program participants are provided with extensive written information and resources, available both in print and on the CUAbroad website.

Student Responsibilities

CUAbroad encourages students to take responsibility for their own safety and security by carefully reading the information, advice, and resources provided, including the following websites:

www.state.gov

www.cdc.gov

Students should also do the following:

- Check to make sure emergency contact information is current (provided on the original program application).
- Check to make sure the Program Director has a photocopy of your passport (or, if not in a group program, leave a copy with your emergency contact person).
- Leave an itinerary and contact information with your Program Director or onsite staff for all additional travel not associated with the program.
- Carry an emergency telephone contact list.
- Know the local equivalent of 911 for your program site.
- If you have a cell phone, store your emergency contact’s phone number under ICE (In Case of Emergency) so that emergency/medical personnel can contact your family.

Safety information

The must-read safety web site for everyone traveling abroad is: www.state.gov of the **U. S. State Department**

When you are traveling abroad, here are the top 10 tips to make your trip easier:

1. Make sure you have a signed, valid passport (and visas, if required). Before you go, fill in the emergency information page of your passport.
2. Read the Consular Information Sheets (and Public Announcements or Travel Warnings, if applicable) for the countries you plan to visit. www.travel.state.gov
3. Familiarize yourself with local laws and customs of the countries to which you are traveling. Remember, the U.S. Constitution does not follow you! While in a foreign country, you are subject to its laws.
4. Make two copies of your passport identification page and the visa page. This will facilitate replacement if your passport is lost or stolen. Leave one copy at home with friends or relatives. Carry the other with you in a place separate from your passport.
5. Leave a copy of your itinerary with family or friends at home so that you can be contacted in case of an emergency.
6. Do not leave your luggage unattended in public areas. Do not accept packages from strangers.
7. Prior to your departure, you should register with the nearest U.S. embassy or consulate through the State Department's travel registration website (www.state.gov). Registration will make your presence and whereabouts known in case it is necessary to contact you in an emergency. In accordance with the Privacy Act, information on your welfare and whereabouts may not be released without your express authorization.
8. To avoid being a target of crime, do not wear conspicuous clothing – including T-shirts and sweatshirts with program or university logo – and expensive jewelry and do not carry excessive amounts of money or unnecessary credit cards.
9. In order to avoid violating local laws, deal only with authorized agents when you exchange money or purchase art or antiques.
10. If you get into trouble, contact the nearest U.S. embassy.

Precautions to take while traveling

Safety on the Street. Use the same common sense traveling overseas that you would at home. Be especially cautious and avoid areas where you may be more easily victimized. These include crowded subways, train stations, elevators, tourist sites, market places, festivals, and crime-ridden neighborhoods.

Don't use short cuts, narrow alleys, or poorly lit streets.

Try not to travel alone at night.

Avoid public demonstrations and other civil disturbances.

Keep a low profile and avoid loud conversations or arguments.

Do not discuss travel plans or other personal matters with strangers.

Avoid scam artists by being wary of strangers who approach you and offer to be your guide or sell you something at bargain prices.

Beware of pickpockets. They often have an accomplice who will:

- jostle you
- ask you for directions or the time,
- point to something spilled on your clothing, or
- distract you by creating a disturbance.

Beware of groups of vagrant children who create a distraction while picking your pocket.

Wear the shoulder strap of your bag across your chest and walk with the bag away from the curb to avoid drive-by purse-snatchers. Try to seem purposeful when you move about. Even if you are lost, act as if you know where you are going. Try to ask for directions only from individuals in authority.

Know how to use a pay telephone and have the proper change or token on hand.

Learn a few phrases in the local language or have them handy in written form so that you can signal your need for police or medical help.

Make a note of emergency telephone numbers you may need: police, fire, your hotel, and the nearest U.S. embassy or consulate.

If you are confronted, don't fight back; give up your valuables.

Safety in your hotel

Keep your hotel door locked at all times. Meet visitors in the lobby.

Do not leave money and other valuables in your hotel room while you are out.

Use the hotel safe.

If you are out late at night, let someone know when you expect to return.

If you are alone, do not get on an elevator if there is a suspicious-looking person inside.

Read the fire safety instructions in your hotel room. Know how to report a fire, and be sure you know where the nearest fire exits and alternate exits are located. (Count the doors between your room and the nearest exit; this could be a lifesaver if you have to crawl through a smoke-filled corridor.)

Safety on Public Transportation

If a country has a pattern of tourists being targeted by criminals on public transport, that information is mentioned in the Consular Information Sheets in the section about crime.

Taxis. Only take taxis clearly identified with official markings. Beware of unmarked cabs.

Trains. Well-organized, systematic robbery of passengers on trains along popular tourist routes is a problem. It is more common at night and especially on overnight trains. If you see your way being blocked by a stranger and another person is very close to you from behind, move away. This can happen in the corridor of the train or on the platform or station. Do not accept food or drink from strangers. Criminals have been known to drug food or drink offered to passengers. Criminals may also spray sleeping gas in train compartments. Where possible, lock your compartment. If it cannot be locked securely, take turns sleeping in shifts with your traveling companions. If that is not possible, stay awake. If you must sleep unprotected, tie down your luggage and secure your valuables to the extent possible. Do not be afraid to alert authorities if you feel threatened in any way. Extra police are often assigned to ride trains on routes where crime is a serious problem.

Buses. The same type of criminal activity found on trains can be found on public buses on popular tourist routes. For example, tourists have been drugged and robbed while sleeping on buses or in bus stations. In some countries, whole busloads of passengers have been held up and robbed by gangs of bandits.

Dealing with terrorism

Terrorist acts occur unpredictably, making it impossible to protect yourself absolutely. The first and best protection is to avoid travel to areas where there has been a persistent record of terrorist attacks or kidnappings.

Most terrorist attacks are the result of careful planning. Just as a car thief will first be attracted to an unlocked car with the key in the ignition, terrorists are looking for the most accessible targets. The chances that a tourist, traveling with an unpublished program or itinerary, would be the victim of terrorism are slight. In addition, many terrorist groups, seeking publicity for political causes within their own country or region, may not be looking for American targets.

Nevertheless, the following pointers may help you avoid becoming a target of opportunity. **They should be considered in addition to the tips listed in the previous sections** on how to protect yourself against the far greater likelihood of being a victim of crime. These precautions may provide some degree of protection and can serve as practical and psychological deterrents to would-be terrorists.

- Schedule direct flights if possible and avoid stops in high-risk airports or areas.
- Be cautious about what you discuss with strangers or what others may overhear.
- Try to minimize the time spent in the public area of an airport, which is a less protected area.
- Move quickly from the check-in counter to the secured areas. Upon arrival, leave the airport as soon as possible.
- To the extent possible, avoid luggage tags, dress, and behavior that may identify you as an American.
- Keep an eye out for abandoned packages or briefcases or other suspicious items. Report them to airport authorities and leave the area promptly.
- Avoid obvious terrorist targets such as places where Americans and Westerners are known to congregate.

How to reduce your risk of being a victim of a crime

- Be aware of your surroundings
- Move confidently
- Stay in well-lit, busy areas, especially after dark
- Employ the “buddy system” (don’t go anywhere alone)
- Blend in
- Dress like the locals
- Dress conservatively
- Act conservatively
- Don’t walk with maps or guidebooks
- Drink responsibly
- Avoid confrontations
- Avoid public demonstrations
- Become familiar with local customs
- Be aware of scams
- Carry your carry-on bag or backpack/day bag on the side away from the street bicyclists and motorcyclists can’t snatch it.
- Keep your bag under your elbow or in your lap.
- Carry traveler’s checks
- Carry your camera with caution
- Secure your belongings when you are in youth hostels
- Do not leave bags/luggage unattended
- Take only a manageable amount of luggage

Road safety

At an October 2000 Congressional hearing on “Safety in Study Abroad”, it was stated that the major cause of student injury or death in overseas programs is traffic accidents. According to the U.S. State Department, road travel is the greatest risk to healthy Americans abroad. This doesn’t just refer to those who drive a car but also **refers to you as a pedestrian and as a rider in a taxi or bus**. The following helpful checklists are from the website of the Association for Safe International Road Travel at www.asirt.org.

Pedestrian safety checklist

These guidelines serve as suggestions. Each suggestion will not necessarily apply in your country or location. Be alert is traveling in a country where vehicles travel on the left side of the road.

Good habits while on the road

- Be aware of local traffic patterns. Understand local road culture.
- Be alert at intersections in countries where traffic pattern differs from yours.
- Be alert to reckless driver behaviors (e.g. speeding, inattention to driving, disregard for pedestrians, signs and signals)
- Many countries have narrow, winding streets where visibility of pedestrian is compromised.
- At night, wear or carry something reflective or carry a light, so that motorists’ attention will be attracted to you.
- At night, cross where the lights are bright and visibility is good.
- Avoid walking where you cannot be easily seen.
- Remember that the **KERB DRILL** (Look right, look left, look right again) must be reversed in countries where the traffic pattern is reversed.
- Be alert for vehicles which can suddenly turn into the street.
- Walk on the sidewalk where there is one. Where there is none, walk on the road bank or on the right side of the road in single file, facing oncoming traffic.
- Always stand on the sidewalk, or at the edge of the road, not in the street while waiting to cross.
- Be just as alert and careful when crossing in groups as when alone, and do not depend on others to watch out for you.
- Always look very carefully when crossing the road from behind or in front of stationary vehicles.
- Use provisions for crossing (e.g. Police Officer, Pedestrian Crossing, Traffic Lights).
- Look and listen for warning signals of motor vehicles especially when crossing at a bend. If possible, don’t cross where there is a bend in the road.
- Cross where there is a clear view in both directions, when it can be done safely.
- Be alert for train crossings that might not be marked or obvious.
- When you have alighted from a vehicle, wait until it moves off before crossing.
- Do not adopt the attitude that because you have the right of way in the pedestrian crossing, you are automatically safe to cross. In many countries drivers ignore stop signs, signal lights, pedestrian right-of-way.
- Jaywalking may result in severe fines in various countries.
- Get into or out of a vehicle on the side nearest the sidewalk or edge of the road. If you use the door on the street side, wait for a break in traffic to exit the vehicle.
- Remember most road fatalities are pedestrians.

Personal safety of pedestrians

- Avoid crowds when you have to slow down. Every time you slow down while walking in a street you become an easier target.
- Be suspicious if somebody slows you down (e.g. falls in front of you, clothing gets stuck on something). It may be a pretext to facilitate an accomplice who is behind you.
- Be aware of who is behind you. If the same person is behind you for a few minutes, be suspicious.
- A decoy wallet may help distract the thief. The thief will target your very visible wallet, while your money is somewhere else (eg, in another pocket).
- Avoid walking with big luggage. The bigger the luggage, the more visible you are and the harder it is for you to defend yourself. Backpacks can be easily opened even while you are walking.
- In most countries it is inappropriate to approach strangers (especially women). Anybody who approaches you, no matter how friendly, should make you a little suspicious. Keep your guard up and be careful when talking to strangers. Americans tend to be more trusting and open than other people. Understand that this may be used to put you in an unsafe situation. Locals know that Americans are raised to be nice to people who are nice to them. Do not smile at people you do not know. A smile can be interpreted as "I am saying no but I mean yes".
- In most countries women never respond to strangers. For a foreign woman it is not good to respond to men who approach her. The appropriate behavior is cold silence and indifference.
- Walk fast all the time. Every time you stop to browse, shop, write a postcard or take a picture you become an easy target.
- Dress modestly. Do not dress to call attention to yourself.
- Be suspicious of any one who asks to see your money. Ask to be taken to the nearest police station before they search.
- Avoid hitchhiking

Taxi and Bus Passenger Safety Checklist

Taxi Safety Checklist: Suggestions for Road Safety

- Be aware of traffic patterns and local road culture.
- Avoid overcrowded taxis.
- Be alert for reckless driving (e.g. speeding, inattention to driving, apparent drowsiness, disregard for signage and signals).
- If driver is irresponsible, get out at first safe opportunity.
- If you feel you are at risk, speak up!
- Avoid riding with drivers who seem to be under influence or alcohol or medication, or appear over-tired, irrational or distracted.
- Ride only in taxis with functional seat-belts in back seat.
- Avoid night travel, especially in rural areas.

Suggestions for Physical Security

- If you are unsure of which taxi companies are acceptable, inquire at the airport information desk, hotel concierge desk, shop keeper, restaurant personnel or program staff. They might also be able to help with communication problems you may encounter. Have a local write your destination for the taxi driver to read.
- Plan ahead how to get home before you go out.
- Take a business card with the phone number of a reputable minicab or taxi company, phone for the taxi when you need it.
- Do not travel alone. When possible, travel in groups.
- Calling for a taxi is the safest way to travel, especially at night.
- Try not to let anyone overhear you ordering a taxi. If they hear your name and destination, they may pretend to be the taxi you ordered.
- If you have ordered a taxi, wait for the driver should approach you. Do not approach a car that you think is your taxi.
- Ask the driver the name and destination he has been given to check he is your driver. Don't get into a taxi you haven't ordered.

- If you must hail a taxi, spot one from a well known and reliable company. This requires some advanced knowledge of taxi companies in the area.
- Before getting into the taxi, make sure the driver agrees to take you to your destination.
- When you get into the taxi, note the company name, code number displayed, driver's name, ID and photograph if possible.
- Do not accept rides from drivers who randomly approach you.
- Sit in the back seat.

Information on Taxi Fares

- If the driver tries to bargain instead of using the meter or claims his meter is broken, get out of the taxi.
- Ask a trustworthy individual what the fare should be.
- The key to successful bargaining is to ask the driver what the fare is before getting into the taxi. Once you sit down, you are the taxi's next fare.

Bus and Minivan Safety Checklist

- Be aware of traffic patterns and local road culture.
- Wait for the bus in a safe place – away from the road.
- Whenever possible, avoid overcrowded buses and minivans.
- Be alert for reckless driving (e.g. speeding, inattention to driving, apparent drowsiness, disregard for signage and signals).
- Insist that the driver be responsible or get off at the first possible safe opportunity.
- If you feel you are at risk, speak up!
- After you get off the bus take several steps out of the danger zone.
- If you drop something near the bus, tell the driver before you pick it up.
- Stand several steps away from the road while waiting for the bus.
- After getting driver's attention, cross the street in front of the bus. Never go behind the bus.
- Stay seated at all times.
- Avoid night travel, especially in rural areas.

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Sexual Harassment

Before you go:

- Plan to interact respectfully with the host culture and to learn as much as you can prior to departure
- Ask about things like values, how people drive, how much cash is safe to carry, and the safety and reliability of public transportation
- Look up crime rates and safety information on the U.S. State Department website for the country or countries in which you plan to study or travel

When dealing with uncomfortable situations:

- Understand the culture context. If you don't know, ask someone you trust!
- Avoid confrontations; do what you need to do to stay safe
- Report all incidents immediately

Reduce your risk:

- Remain sober
- Pay your own way
- Employ the "buddy system"
- Trust your instincts
- Ask yourself, "Am I comfortable with what is happening?"
- Focus on the behavior without rejecting the person
- Look confident and ignore inappropriate remarks

- Assess your options to find an escape, depending on location/circumstances

Dealing with Sexual Harassment and Sexual Assault

Cultural norms vary regarding what constitutes appropriate and inappropriate behavior. You cannot assume that behavior that is considered acceptable in the U.S. will be viewed similarly abroad. Suggestive catcalling and aggressive advances by men in social situations might be the norm in some locations. How you deal with these situations and how you behave generally can increase or decrease your risk of sexual assault.

Being informed, exercising good judgment, and taking appropriate precautions can reduce the risk of sexual assault. Talk with your Program Director and do some research about cultural norms as they relate to dating. It is important to know that North American women are often stereotyped as being promiscuous, and this may be reinforced by styles of dress and the general friendliness of U.S. women. While the majority of cases involve women, sexual harassment or assaults can also happen to men. In some countries, the concept of date rape is almost unknown and, in most settings, your behavior prior to an assault may be more important than the number of times you say no. There is no 100% way to prevent sexual assault, but consider these guidelines:

- Remain sober. This allows you to both judge situations and react if needed.
- Dress conservatively.
- Employ the buddy system (it's always good to have friends watching out for you).
- Take care of yourself on a date: Be prepared to pay your own way, have access to a phone, arrange for transportation, and consider dressing in a way that allows you to move freely and quickly.
- Make your intentions clear.
- Trust your instincts; listen your inner voice and act on it if you feel uncomfortable and can safely remove yourself from the situation.
- Ask yourself, "Am I able to say 'no'?" And "Am I comfortable with what is happening?"
- If you don't like what someone is doing, you can reject the activity without rejecting the person.
- Get out of the situation as soon as you sense danger or feel afraid.
- To avoid stranger rape, try to walk on well-lighted streets; avoid standing in shadows.
- Look confident and strong and ignore inappropriate remarks from strangers.
- If an assault is attempted, consider your options to find an escape.
- Last, but NOT least, if something does happen remember that it is **not your fault**, no matter what you did or didn't do; it is the perpetrator's fault.

Remember that you are not alone, so seek help from your Program Director or a responsible person at the host institution. If you are living with a family and feel uncomfortable, request a new housing assignment from the program sponsor immediately. If you feel your concerns are not being taken seriously, contact CUAbroad, and we will provide support and options for you to consider.

Incidents involving other CUA students on a faculty-led group program should be reported to the Program Director. If the incident involves a CUA employee, you should seek assistance from another CUA faculty or staff member traveling with you and/or contact CUAbroad.

You may also seek help and information from the following resources while you are abroad or after you have returned home:

- CUA Counseling Service at 202-319-5765.

Health

Health Information for International Travelers

Must-read health website for everyone traveling abroad: www.cdc.gov U.S. Centers for Disease Control. The CDC recommends that all travelers review the status of the following inoculations:

Tetanus

Hepatitis A

Hepatitis B

Immunizations:

- **At least 4-6 weeks prior to departure**, contact your doctor, clinic, or the state health department regarding **immunizations and medication**.

Travel insurance:

- You are required to have adequate health insurance coverage while abroad.

The types of insurance coverage required are 1) health care, 2) evacuation, and 3) repatriation.

- You are required to purchase an International Student Identity Card (ISIC) if not already included in your program price. The ISIC provides adequate evacuation and repatriation coverage and a small amount of emergency medical care coverage. The card is available from CUAbroad, from STA Travel, and at www.myisic.com. Please note that the ISIC does not include adequate health coverage. You are free to purchase any policy of your choosing. CUAbroad has compiled a list, accessible on the CUAbroad website, of some of the available options. If you are already covered by an existing policy, check with the company to determine if you are covered while abroad. Students carrying the CUA student health plan may have adequate health coverage, but check your coverage dates to ensure that they include your program dates.

Prescriptions:

- Take enough **refills** to last the entire trip.
- Keep all prescription medication in the **original containers**.
- Take an **original written prescription**, preferably written for a generic version of your medication.
- If you wear **glasses or contacts**, take along a spare pair and take your lens prescription with you.
- If you take a **narcotic**, take **more than two** medications, or take a medication by **injection**, take a letter from your physician that describes your medical condition and the need to carry the medications and/or syringes with you. Having a copy of the letter translated into your host country language might be beneficial, too.

Chronic medical conditions:

- Wear a **medical tag** explaining your illness or allergies. Medic Alert Foundation International is a worldwide organization that supplies tags containing an identification number, the medical information, and a toll-free telephone number to call in case of emergencies. Once you join, you are a lifetime member. Check at your local drugstore, or contact Medic Alert, P.O. Box 1009, Turlock CA 95380.
- **Carry a card** in your wallet identifying your illness (Medic Alert can supply this, also), and have someone translate the information into each foreign language you will encounter on your trip.
- Learn **helpful phrases** in foreign languages ("I am a diabetic", "I need a doctor", etc.).

First-aid kit:

- Especially if you're traveling extensively or going to remote areas, consider taking along the following: insect repellent; water disinfectant; thermometer; Band-Aids; moleskin for blisters; Pepto-Bismol or Imodium for diarrhea; antacid; aspirin or substitute; cold and cough medication; mild laxative; sunscreen; sunburn medication; anti-fungal/ anti-itch medication; anti-bacterial cream or spray; tweezers; bee sting kit (if you're allergic).

Traveler's diarrhea:

- The biggest problem with diarrhea is dehydration.
- Drink lots of fluids: fruit juices, or soft drinks without caffeine.
- Eat salted crackers or other starchy foods (rice, bread); bananas are good, too.
- Avoid dairy products.
- If no improvement in a week and accompanied by fever, see a physician.

Dealing with jet lag:

- Drink lots of fluids: water, juice, soft drinks (without caffeine).
- Avoid alcohol.
- Eat lightly.
- Get up and walk around at least once an hour.
- Try to get plenty of sleep before departure.
- Anticipate a day of adjustment for each time zone you cross.

- Try the **Ehret method** of dealing with jet lag: Three days in advance of your trip, start shifting your activities as if you are already in the new time zone. Alter your eating habits as follows:
 - Three days prior: Feast day, with three full meals; make breakfast and lunch high in protein, dinner high in carbohydrates.
 - Two days prior: Fast day, with low calories and low carbohydrates (soups and salads), with caffeine only in the afternoon.
 - One day prior: Feast day (see above).
 - Day of departure: Fast day, with lots of liquids.
 - On arrival: If you arrive in the morning, eat a high-protein meal; if you arrive in the evening, eat a high-carbohydrate meal.

Money Matters

Traveling cheaply:

- Most of us have to refrain from spending very much money when going abroad, but it would be a mistake to travel in the cheapest way possible. This could mean putting yourself at risk, and you might end up paying a high price on your health or state of mind. Instead, try to get the most for your money while accomplishing your goals for the trip and having a great time. Some of the ways to save money are:
 - find a low-priced airline ticket
 - go with a group such as a package deal or a tour
 - get discounts with an International Student Identity Card (ISIC)
 - stay in youth hostels or other safe but inexpensive accommodations
 - eat at local eateries or buy groceries and prepare your own meals and, most importantly,
 - develop a reasonable budget and stick to it.

Taking money abroad

- **Travelers' checks** used to be the safest way to carry money abroad as they can be replaced if lost or stolen. They were useful for emergency backup in case the bank machines are down or there is no other way to access cash. Nowadays they are rarely used. Disadvantages are that you may be charged a fee when you cash them, not all stores or hotels accept them as a form of payment, and some banks in developing countries will not accept them. Travelers' checks come with receipts, which should be stored in a safe place, separate from the checks themselves, so that you can replace the checks if lost or stolen. The most widely accepted brand (and easiest to replace) is American Express. AAA, some banks, and some credit unions issue them with no fee to members.
- Exchanging some U.S. money for **local currency** when you first arrive, at least enough for phone calls and taxi from the airport, is a wise idea. This can be done at major banks or in currency exchange offices at international airports.
- Consider purchasing at least \$100 in local currency **before** you leave the U.S. in case you cannot exchange money right away or can't find an ATM. Several banks in the DC area offer this service. Carry cash in a safe place on your body, such as in a money belt or a pouch around your neck, hidden under your clothes.
- Students spending a semester or more abroad may be able to set up a **bank account** in a local bank after arriving at their destinations. Opening an account will allow you to obtain a local ATM card and not have to worry about locking up large amounts of money. You can choose a local bank or a branch of a U.S.-based bank. Some banks will require a letter of recommendation from your home bank in the U.S. There are usually large fees for transferring money from your home bank to your new account. There is a 4-to 6-week waiting period while they activate your account.

ATM cards and debit cards are very convenient abroad to obtain local currency. Find out from your bank your international PIN for abroad (some are 4 digits, some 6), if your card is connected to a world-wide system (Cirrus, Plus), if fees are charged for using a foreign ATM, and your daily withdrawal limit (some banks will raise it if you ask). Be sure that your withdrawal limit is going to be sufficient for your needs when you are abroad. Talk with your bank officials about this and the availability of ATM services and the system used by your bank in your target country(s). **Watch for thieves when using an ATM, and do not use an ATM after dark, if possible.**

- You can find **ATM machines** abroad via the Internet. MasterCard and Cirrus cardholders can check www.mastercard.com/cardholderservices/atm, and those with Visa and Visa Plus cards can use

www.visa.com/pd/atm/main.html. Though American Express doesn't have an online ATM locator, cardholders can call 800- 227-4669 in the U.S. or 910-333-3211 collect from abroad for locations.

- **Prepaid travel money cards** can be used as a debit card or with a PIN in a Visa ATM machine. The advantage to these cards is that they are not connected to your bank account; if lost, you lose no more than the prepaid value of the card. There is a minimum value of \$300. A fee is charged each time you use the card (similar to prepaid telephone cards).
- **Personal checks** drawn on a U.S. bank will NOT be accepted abroad.
- **Credit cards** are widely accepted in most countries and are necessary in an emergency. Credit cards are convenient, reduce the amount of cash you need to carry, and automatically give you a good exchange rate. You should carry at least two credit cards from different companies, for instance one Visa and one MasterCard.
- **Remember**, the interest rates may be high if you don't pay off your card every month, they are subject to theft, it is easy to spend money you don't really have, and they can become de-magnetized. You can access cash from your credit card (you will need to know your international PIN if using an ATM to do this) but the interest rates are extreme, so avoid this option if possible. If the card goes missing, call immediately so you will not be charged for items you did not purchase.

Sending money abroad

- Sending money overseas is time-consuming and expensive; it's best to avoid doing this.
- Transferring money from the US is possible to do between accounts **at most major banks**, but it is expensive and may take a few days.
- If money is needed right away, you can instantly wire money through an agency such as **Western Union, American Express, or Moneygram**. The fees are high, usually 10% of the total amount being wired, and money can be picked up only at certain locations in major cities. You may need to show a passport for identification when picking up money that has been wired to you.
- **In case of an emergency**, you can have money sent via the State Department's Citizens' Emergency Center. Emergency here means destitution, hospitalization, or death.

Exchanging currency

- **Exchange rates** vary from day to day and from source to source. Rates in the U.S. are typically less favorable than abroad, so do most of your exchanges after you arrive. Shop around, but don't waste too much time on it. In general, the exchange at the airport and at banks in large cities will have the best rates.
- To get an idea of the exchange rates for various countries, try <http://www.xe.net/currency> .
- **Coins** won't be exchanged when you return, so spend them before you leave the country.

Tipping:

Tipping is not customary in every country. In some countries, it is rude to tip; but in others, it is rude not to leave some extra payment for the server, so be sure you consult a guidebook before you go.

SETTING UP A BUDGET

Documents: passport	_____
Visa(s)	_____
Youth Hostel membership	_____
International Student ID Card	_____
Insurance policy	_____
Travelers' checks	_____
Foreign currency purchased in advance	_____
Transportation: Airfare	_____
Train pass(es)	_____
Local transportation	_____
Departure tax	_____
Medical: Medications to take	_____

Inoculations before you go	_____
Spare glasses/contacts	_____
Daily expenses (X travel days):	_____
Food, tips (consider drinking age and your habits)	_____
Accommodations	_____
Entertainment (theatre, museum fees, sight-seeing)	_____
Shopping: Personal	_____
Gifts	_____
Postage/Phone/Internet access:	_____
Miscellaneous:	_____
Emergency fund:	_____
TOTAL:	_____

Packing Tips

- Above all else, **pack lightly**. You'll be lifting your bag out of the trunk of the car, through the airport, off the luggage carousel, to the train station, to the bus stop, onto the bus, off the bus, back a few kilometers because you missed your stop, up six flights of stairs, and onto the dresser. If you can't carry your luggage around the block three times, you're taking too much.
- Choose luggage that's sturdy, on wheels (2" diameter or larger to navigate curbs and cobblestones), and portable (even into a bathroom stall). If on the move, use a backpack instead, especially one with an internal frame, padded belt and shoulder straps, and side pockets.
- Find out your airline's luggage limits (dimensions and weight) and if there is a fee for oversized or overweight baggage. Baggage limits on the major carriers vary by destination, so check with your carrier(s) before finishing your packing.
- Check the Transportation Security Administration website at www.tsa.gov just prior to departure to find out what items are allowed in your carry-on bags.

What do I pack?

See packing list on next page.

Don't forget:

- A **day pack** to hold maps, phrase books, guidebooks, water bottles, sunglasses, etc.
- A **neck wallet or money belt** is recommended, regardless of where you're going or how you're getting there.

Clothing:

- **Pack** enough underwear for 7-10 days.
- If it's an **extended trip**, pick one color scheme and stick with it. Black travels very well.
- Plan on **bad weather**; specifically, plan on colder and wetter weather than you'd expect, or, in the tropics, hotter than you'd expect. Ask yourself: what would I put over/under this outfit if it gets cold/starts to rain?

Luggage:

- What you carry needn't be expensive, but ask yourself: Will I be carrying my luggage a lot (**big backpack**), or am I staying in one place for a long time (**suitcase**)?
- Could my luggage withstand a lot of **rough treatment**? Are the straps and handles strong enough? Will the zippers hold?
- Does all my luggage **lock** (to discourage theft)? If not, buy a lock or locking strap.
- Can TSA easily search and reclose my luggage?
- Does any of my luggage have **wheels**? Wheels smaller than 2" diameter are bound to snap off at the first cobblestone or curb. A suitcase with big wheels or a sturdy folding luggage cart with big wheels can really help the suitcase traveler.
- Label your luggage outside and inside with your name and address, in case the tag is torn off. Attach distinctive ribbons or yarn to luggage. Everyone has black!

Other packing tips:

- Research **culturally appropriate clothing** (for religious sites, discos, conservative Muslim countries, etc.), as some places may not let you in with immodest dress. In some Asian countries, shoes are removed at the door and must be easy to slip on and off.

- Take **nothing you'd be sorry to lose** (except your camera), as it is easier to lose things while traveling than in everyday life.
- A **tiny flashlight** comes in handy.
- Put a copy of your itinerary in each bag.

Electricity and appliances:

• Appliances such as hairdryers run on a certain voltage of electrical current. There are two standard voltages in the world: 110 (used in the U.S.) and 220. An appliance designed for 110 V (voltage) cannot run on 220 V without a **converter** (or may run for a while and then burn up). In addition, plug-in (outlet) types vary the world over and require an **adapter**. If you must take an appliance, be sure to take the proper converter and adapters. If you will be abroad for a while, consider buying the necessary appliances abroad. Better yet, consider living without your appliances altogether.

Packing valuables:

- Do not bring valuables unless absolutely necessary.
- Carry passport, cash, credit cards, and other important documents on your body in a neck pouch or money belt. Pack photocopies of important documents in one place and never pack them in checked luggage.
- Photocopy valuable documents such as passport, visa, credit cards, prescriptions, driver's license, etc., and keep copies in your bags and separate from the originals. Leave a copy at home with your parents, too.
- Pack prescription medications in your carry-on, in case your checked luggage is lost (see "Health" section of this handbook).

How to pack:

- Stuff socks and underwear in plastic bags and then stuff the bags in shoes.
- Roll your clothes to take up less space.
- Pack largest items first (clothes, shoes, toiletry bag), then tuck smaller items in between.
- Bring toiletries in plastic bottles, not glass (lighter and unbreakable).
- Carry toiletries in a plastic bag in case they leak.
- Consider buying toiletries abroad unless your trip is short or you need certain kinds (e.g., plastic applicator tampons, specific brand of contact lens solution).

For the traveler on the move (i.e., backpacking):

- Bring half of what you think you'll use. You only need three of anything (including underwear): "One to wash, one to wear, one to spare" —Clay Leitch.
- Prepare to wash clothes in the sink and hang dry (bring sink stopper, laundry soap, and clothesline with suction cups). Bring a thin towel (one that will dry quickly).
- Rethink grooming: get short haircut, grow out leg or facial hair, leave your nail polish at home.
- Choose a backpack carefully, as it will determine the number of miles you are willing to walk to find cheap or clean housing or to see the sights.
- Bring an old sheet for hostels in case required.
- Bring flip-flops or Crocs for nasty showers and cheap and easy beachwear.

Packing Lists

(If you are planning to do shopping and/or willing to purchase brands available in the host country, reduce the list accordingly)

Essentials (in a neck pouch or money belt):

- passport/visa
- credit cards/ATM cards
- travelers' checks
- tickets
- cash
- driver's license
- Health insurance card
- ISIC
- prescriptions

- glasses or contact lenses

In Your Carry-on Bag:

- photocopies of all important documents
- prescription medication (see "Health" section of this handbook)
- list of traveler's check numbers

Clothing

- culturally appropriate clothing

- comfortable walking shoes, already broken in
- sandals and/or shoes to wear with nice outfit
- one nice outfit (for going out or special occasion)
- clothing (washable, matches everything)
- socks (white ones may “mark” you as American)
- raincoat/rain poncho or waterproof windbreaker

Toiletries

- glasses and contact lens equipment
- extra pair of glasses or contacts
- cosmetics (if necessary)
- soap and soap dish
- toothpaste
- toothbrush
- small towel
- deodorant
- comb or brush
- razors
- shampoo/conditioner
- pads/tampons
- manicure items
- small, unbreakable mirror
- Kleenex
- hair equipment

Supplies for the Road:

- water bottle
- safety pins
- needle
- thread
- zip-lock plastic bags (for wet or leaking items)

Accessories:

- a day pack or small canvas bag
- neck wallet or money belt
- reading material for traveling
- adapter/converter for voltage
- flashlight (small)
- battery-operated alarm clock
- camera/video camera
- batteries for digital camera
- address book
- journal
- a good guide book
- phrase book or dictionary

Taking Your Computer Abroad

Depending on how computer savvy you are and your level of patience, taking your computer with you on your travels can be either practical or frustrating. Getting connected may mean dismantling a phone or wall socket and then locating a local, worldwide, or roaming Internet service provider (ISP).

Taking advantage of cybercafés can be a great alternative to carrying your computer with you. Remember to bring memory sticks and to take them with you when you leave the café.

- heavy sweater/down vest/fleece
- underwear
- swim suit
- pajamas (decent, as bathrooms may be down the hall)
- sun hat
- coat that will take you through several seasons if needed

- gifts
- nylon expandable luggage, for more space
- sunglasses
- compact umbrella
- combination locks for luggage
- a few photos of family and friends
- something to remind you of home
- flash drive for extra media storage
- blank CDs to burn for photos

For Serious Traveling (i.e., Backpacking):

- hand sanitizer
- laundry soap
- sink stopper
- clothes line with suction cups
- flip-flops or Crocs
- cable lock to lock luggage to bed frame
- Swiss army knife
- instant coffee/tea
- chocolate or energy bars
- dried and instant foods

Basic Health Items:

- bandaids and antibacterial cream (Neosporin)
- pain reliever
- vitamins
- sunscreen

For Remote or Developing Regions:

- Lomotil or Imodium (for diarrhea)
- Kaopectate (for cramps)
- decongestant
- malaria pills
- water purification system
- mosquito repellent
- disinfectant
- aloe vera (for sunburn)

Books that can provide you with a wealth of information on how to stay connected include:

- *The Rough Guide to the Internet*, Angus Kennedy, Rough Guides
- *Cybercafés: A Worldwide Guide for Travelers*, Kath Stanton (Ten Speed Press)
- *Internet Café Guide*, Ernst Larsen

Also check out the Web guides at <http://www.netcafeGuide.com> (also by Ernst Larsen) or <http://www.cybercaptive.com>.

In general, unless you absolutely need your computer, don't take it.

Safe Computing While Studying Abroad

Using public computers at Internet cafes, airports, libraries, and other public facilities is not without risk. Some may have keystroke loggers or other software installed on them to capture information. If you must use public computers, try to find a reputable location and keep the following in mind:

- Never leave the computer unattended. Watch out for people looking over your shoulder who might be trying to discover account log-in and password information.
- Don't enter sensitive information when using a public computer. It is not recommended to do any kind of banking or purchasing with these machines.

If you use your e-mail accounts at these locations, change your passwords regularly.

- Delete all files you have created on hard drives.
- Always logout of all applications. Logout of Web sites by pressing logout instead of just closing the browser. Close down all applications and reboot the system when you are finished.
- Remember to remove CDs, memory sticks and other personal belongings as you leave.

If you are taking a computer with you and plan to use networking resources available to you while you are abroad, do the following before you leave:

- Update your operating system with the latest patches. Also apply the latest updates to any application programs that you'll be using.
- Verify that you have installed and are running a current antivirus program. Make sure that the virus definition files are up-to-date.
- Many machines become compromised because there are poor passwords on the machine accounts. Check to see that all accounts have complex, hard-to-guess passwords. Do not share your passwords with anybody.
- Close down any file sharing that might allow a hacker into your system.
- Install an anti-spyware program that will regularly check for spyware on your machine.

Planning Travel Arrangements

Planning Transportation

- **When reserving flights**, ask about: 1) visa or ID documents required for the destination country; 2) limits on checked and carry-on luggage for each leg of the trip; 3) seating (do you need a window or an aisle seat?); and 4) special needs (special diet, wheelchair, etc.).
 - **At least 72 hours prior to departure**, call the airline(s) to reconfirm your flight(s) and the information in the four items above. Some airlines will cancel your space if you do not reconfirm. Ask if there have been any flight or schedule changes.
 - **Know your flight options**. Assume changes will need to be made to your schedule so delays or cancellations won't be so stressful. Have an alternate plan ready in case your flight is delayed or canceled. Jot down some possible alternate airline phone numbers. Sometimes it's faster to make a reservation from an airport public phone or Internet kiosk than to stand in line at a ticket counter.
 - **Plan your budget**, with some extra cash or credit line just in case the worst happens: needing an airline ticket, or a night or two in a hotel.
 - **Bring something to do**: a favorite book, MP3 player with headphones and tapes, travel diary, guide books.
 - **Check the weather** at your destination and connecting cities along the way.
- You can't do anything about the weather, but you can be prepared for it. Check the Internet for domestic and overseas conditions (www.weather.com and others).

- **Pack lightly and smartly**, with prescription medicines, a change of underwear, and toothbrush in your carry-on just in case your luggage doesn't arrive with you. If your luggage doesn't have wheels, bring along a folding luggage carrier on wheels.
- **Once you've landed.** . . The best-laid plans for ground transportation can get all fouled up when planes are late or diverted. Foreign bus and train travel can require a reservation. If you simply arrive at the station, you may not be able to leave until the next day.

On the day of travel

- **Call the airlines or check the web site.** Are the flights on schedule?
- **Check in at the airport** at least two hours early for international flights, at least one hour early for U.S. connections. You should receive a boarding pass and seat assignment for each flight. Verify information with airline personnel (not fellow travelers and computer displays).
- **If you have problems** with an airline, review your options calmly with airline personnel. If an acceptable solution cannot be reached, speak with a supervisor.
Generally, airlines will not take responsibility for mechanical or weather-related delays, but they must provide alternate flights. If the delay is their fault (overbooking, etc.), they must provide lodging, a long-distance call if someone is waiting for you, and meal expenses or denied boarding compensation, plus an alternate flight. (Exceptions may apply on charters and bulk-purchase fares.)
- **If luggage is lost or damaged**, a claim must be filed at the airport. Keep your claim checks. Often, airlines will pay for immediately needed items (toothbrush, underwear, other things needed within 1-2 days) while your bags are being located. Be sure to ask before leaving the airport.
- **Carry your tickets (or receipts, if using e-tickets) and documents** with you at all times.
- **Thieves and pickpockets** frequent airports, bus stations, train stations, etc.
Be on guard. Keep your luggage between your feet, and don't leave your bags unattended.
- Bring some **foreign currency** with you, especially if you might be arriving late or after banking hours.
- Some airports add "**transit costs**" of up to US \$30; keep reserve funds available.
- Pack your **sense of humor** and keep it with you. Don't expect any from security personnel, immigration, etc. Watch what you say. Do not joke around security personnel, and never mention bombs or weapons.
- **Be patient.** Relax and enjoy the trip. You're almost there!
- **On board**, talk to the flight crew and fellow travelers. Ask about relative costs, distances, money exchange, tipping, ground transportation, what to expect on arrival, etc.
- If you're facing an **unexpected delay**, try calling your family en route to advise them of the delay. If you arrive very late, consider spending the first night on arrival at a local hotel. If you're staying with a host family, call them, as well. If you're calling an "after hours" or "emergency" number at your destination, it's possible that you may have to call several times.

On arrival

- Proceed through **immigration and customs**. It's best to hand-carry your bags—don't accept help from fellow passengers.
- To get **from the airport**, it's best to rely on official airport transport (bus, van, cab) rather than private companies or for-hire drivers.
- If you're taking intercity ground **transportation**, make sure you go to the correct station to make your connection. Remember that you may have to wait for the next available bus or train due to the volume of travelers, advance reservations, etc.
- Try to **call home** or send e-mail right away, but realize that you may not be able to. It may take two or three days to learn the phone system, to find the office from which you can call long distance, etc. Notify your family of this before you go; if there's an emergency, they can contact you at your host school.

Returning home

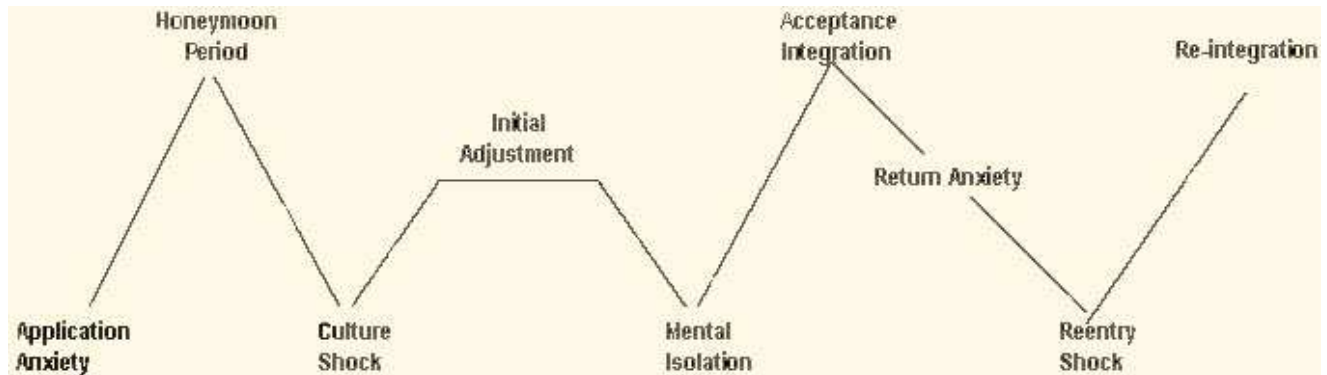
- **Call** the airport and reconfirm your flights at least 72 hours prior to your return, or you may lose your reservation. Call again the day prior to check changes in departure times or schedules.

Cultural Adjustment

Culture Shock

We are surrounded by elements in our own culture that influence who we are and how we relate to the world. Because we have grown up with this culture, we are comfortable with it. Our values and attitudes have been shaped by our experiences in our native culture. What happens when we suddenly lose cues and symbols that orient us to situations of daily life? What happens when facial expressions, gestures, and words are no longer familiar? The psychological discomfort one feels in a foreign situation is commonly known as culture shock.

Cross-Cultural Adjustment Cycle



Each stage in this process is characterized by “symptoms” or outward and inward signs representing certain kinds of behavior.

- **Honeymoon Period:** Initially, you will probably be fascinated and excited by everything new. Visitors are at first elated to be in a new culture.
- **Culture Shock:** The visitor is immersed in new problems: housing, transportation, food, language, and new friends. Fatigue may result from continuously trying to comprehend and use the second language. You may wonder, “Why did I come here?”
- **Initial Adjustment:** Everyday activities such as housing and going to school are no longer major problems. Although the visitor may not yet be perfectly fluent in the language spoken, basic ideas and feelings in the second language can be expressed.
- **Mental Isolation:** Individuals have been away from their families and good friends for a long period of time and may feel lonely. Many still feel they cannot express themselves as well as they can in their native language. Frustrations and sometimes a loss of self-confidence result. Some individuals remain at this stage.
- **Acceptance and Integration:** A routine (e.g., work, school, social life) has been established. The visitor has accepted the habits, customs, food, and characteristics of the friends, associates and the language of the country.

Return Anxiety, Re-entry Shock, Reintegration

While these stages play an important role in a visitors’ adaptation to a new culture, many students are surprised to experience the very same feelings upon reentry to the U.S. Re-entry shock can be even more difficult than the initial culture shock because it is so unexpected.

Suggestions for Dealing with Culture Shock

- Try to look for logical reasons why things happen. This may help you view your host culture in a more positive light.
- Be slow to judge; observe first, show respect, and invite conversation. Try not to dwell on the negative things about your host culture, and don’t hang around with people who do.
- Explore! Get a sense for the physical environment, look for parks, sports facilities, bus stops, etc. Get a sense for the behavioral norms; how do they greet each other, wait in line, etc. Find out where people meet and socialize. Make an effort to go to those places.

- Try to fit into a rhythm of life in your host culture. Adjust to their time schedule for meals and work. Read local newspapers and books.
- Keep your sense of humor!
- Set small goals for yourself, as high expectations may be difficult to meet.
- Speak the language of the country you are in, and don't worry if you only know a few phrases.
- Take care of yourself by exercising, getting enough sleep, eating properly, and doing things you enjoy.
- Keep in touch with friends and family at home.
- Draw on your personal resources for handling stress. You've done it many times before, and you can do it again.

Communicating Across Cultures

There are a number of skills and guidelines that can be suggested for communicating successfully in cross-cultural situations:

- **Pay Attention.** Clear your mind of its various preoccupations so you can concentrate on what is being said. Remember that there is no point in talking if you cannot pay (or receive) attention. If you cannot, try to postpone the conversation.
- **Set your assumptions and values aside** and try to hear not just what the other person is saying but what is meant by what was said. (This may require asking many questions.) It is easier to understand if you set aside your ideas and try to explore theirs thoroughly.
- **Withhold judgment.** You will have more success in communicating with other people if you are trying to understand them rather than to evaluate them.
- **Be complete and explicit.** Be ready to explain your point in more than one way and why you are trying to make a particular point in the first place. Give the background; provide the context; make clear "where you are coming from".
- **Pay attention to the other person's response.** You can usually tell whether you have blundered or failed to make yourself clear by taking time to notice the other person's verbal and nonverbal reactions.
- **Paraphrase.** After the other person has spoken, restate what you heard the other person say and what you thought was meant. You can say something like this: "As I understand it, you are saying. . . . Is that correct?" This can help avoid situations where you and the other person assign different meanings to the same word or phrase.
- **Ask for verification.** After you have spoken, try to get confirmation that you have been understood. Ask the other person to restate what you have said. It does not usually work to ask the other person, "Do you understand?" Most people will say "yes" whether they understand or not.
- **Be alert for different meanings** being assigned to certain words, phrases, or actions. Sometimes you will think you understand what the other person is saying and suddenly realize you do not.
- **Do not ask questions you would not or could not answer yourself.** If you do not want to tell the other person about your sex life, for example, don't ask them about theirs.
- **Analyze communicative behavior.** Learn to be aware not just of what is being said in a communication situation but also of what is happening in the situation. Here are some aspects of the communication process that it helps to watch: Does your conversation partner seem to be paying attention? Are you paying attention yourself? Do you both appear to understand each other's meanings? If you become aware of the way the communication process works, you will be able to more readily identify breakdowns.
- **When you are having trouble communicating, talk about the trouble you are having.** Using phrases such as "I don't understand that point" or "Let me explain why I'm telling you this", you can focus your attention on the process of communication within the group rather than on the topic you were discussing.

Special Student Issues

Students of Color

No two students studying abroad ever have quite the same experience, even in the same program and country. This same variety is true for students of color. Reports from past participants vary from those who felt exhilarated by being free of the American context of race relations, to those who experienced different degrees of 'innocent' curiosity about their ethnicity, to those who felt familiar and new types of prejudice. Try to find others on campus who have studied abroad and can provide you with some counsel. For additional resources, contact the CUA Office of the Dean of Students <http://deanofstudents.cua.edu/> or call 202-319-5619.

Students with Disabilities

Many of the disability accommodations or services that are provided at U.S. universities may be different or unavailable overseas. You should try to arrange for any disability accommodations at overseas sites before you depart. Receiving accommodations once you are abroad will be more difficult and may not be possible. Disclosing accommodation needs does not influence your acceptance into a program, and it is to your advantage to be certain that accommodation you need will be available. For additional resources, contact the CUA Disability Support Services office

<http://disabilitysupport.cua.edu/> or call 202-319-5211.

Knowing Washington D.C. and CUA

As you travel, people will want to know where you're from and what it's like to live here. How well do you know the Washington, DC area and your home state? Here are some questions for you to answer:

How many people live in DC/Maryland/Virginia/Your home state?

How big is DC/Maryland/Virginia/Your home state?

What's the largest city?

What's the racial make-up of DC/Maryland/Virginia/Your home state?

What are some products/services the area is known for?

What is the climate like?

How old is CUA?

How much does it cost for a non-resident to study at CUA each year?

Name some famous CUA graduates.

How many majors does CUA offer?

How many students attend CUA?

What percentage are international students?

How many faculty and staff are employed at CUA?

What grade point average is needed to graduate from CUA?

What are CUA's intercollegiate sports?

Re-Entry

- Just as you will have to brace yourself for a period of psychological disorientation when you leave the U.S., you should know that after your time abroad you might also have to prepare yourself for a parallel period of readjustment when you return home.
- Before you return home, prepare yourself for the adjustment by connecting with family and friends. Also, find out what's happening in the U.S. Stations such as CNN are available worldwide, and many newspapers (including the *Tower* and the *Washington Post*) are available on the World-Wide Web.
- It takes time to get used to being back home, and it can be quite stressful. Do not try to jump back into your old life. If possible, give yourself a few "transitional" days to relax and reflect before returning to a busy schedule.
- Acknowledge re-entry as a part of your overseas experience. It is easier to deal with the mood swings that often accompany reverse culture shock if you are aware that it is normal to have these feelings. Almost all returnees experience some adjustment difficulties.

• **Situation:** You may feel confused, especially during the first few weeks after your return, because the values, attitudes, and lifestyles you learned while abroad conflict with those back home.

Recommendation: Differences in cultural patterns require time to explore and understand. Take time to evaluate both cultural perspectives before deciding on your preferences and integrating them into your lifestyle.

• **Situation:** Family and friends at home may not seem interested in hearing about your experiences abroad.

Recommendation: Realize that they may be adjusting to changes that have taken place in you. They may never have had an experience comparable to yours and so may have difficulty relating to it. Be patient and seek out other returnees who can help put your experience in perspective.

• **Situation:** Friends and family may treat you as the same person you were before you left, without recognizing the changes you have been through. As a result of these changes, however, you feel a need for new or modified personal relationships that acknowledge the new dimensions of your personality.

Recommendation: Remember that your friends and family may not have been expecting you to change. They may be uncertain about how you feel and how you have grown. Discuss your feelings with them and try to encourage positive changes in old relationships. Also, seek out new friends who are compatible with who you have become.

Additional Re-entry Adjustment Advice

- If you do find that you are experiencing a great deal of stress, practice stress management techniques: exercise, maintain a healthy diet, get plenty of rest, etc.
- Keep a journal. This will help you make sense out of what you are feeling, how you have changed, and what you have gained from your time abroad.
- Keep in contact with the friends you made in your host country through phone calls, letters, e-mail, etc.
- Continue to explore the new hobbies and interests you developed abroad. Look for ways to use new skills you may have acquired in your host country. Integrate the new you with the old.
- Find ways to share your experience with others. Make yourself available to advise other students who will be studying abroad in your host country, and befriend exchange students from your host country. Remember that they are going through the same process of culture shock and adjustment that you did while abroad. You can learn a lot from one another and help each other in the process. Join clubs or organizations that have ties to your host country or that have an international focus.
- If you find that you miss your host country, see films, eat food, and listen to music, etc., from that country. Also, look at your photo albums and reread your travel journal.
- Remember the importance of having a support system. It is particularly helpful to form a support group of people who have been through similar experiences. Get together regularly and discuss your time spent abroad and your feelings about being back home. If you still find you are having a great deal of difficulty, seek help for a counselor, psychologist, or study abroad advisor knowledgeable in this area.
- Plan to use your experience abroad as a marketable skill. Transferable skills include working with diverse work teams, demonstrating flexibility, solving problems creatively, dealing well with change, taking initiative, willingness to take risks, demonstrating sensitivity to people from other cultural backgrounds, willingness to travel.
- Be patient! Re-entry may take some time, but most returnees find the process to be a valuable experience leading to personal growth and increased self-knowledge.

Resources

Educational Systems Abroad

Regardless of where your studies are taking you, it's a good idea to know something about the educational system in which you'll find yourself. You can get an idea of how your host country's system works by pointing your browser to the following sites:

Australia: Australian Education Office

<http://www.aeo.us/>

France: Ministère de l'Éducation Nationale

<http://www.education.fr/>

Germany: the German Higher Education System

http://www.rwth-aachen.de/zentral/aguid_TH_allg_guide4.htm

Ireland: Higher Education Authority

<http://www.heai.ie>

Korea: Korean Ministry of Education

<http://www.moe.go.kr/en/>

Mexico: The Mexico Channel

http://mexicochannel.net/menu3_en.htm

Spain: Spanish Embassy Education Office

<http://www.sgci.mec.es/usa/>

United Kingdom: British Council's Education Information Service

<http://www.EducationUK.org/>

Regardless of where your studies take you, teaching and learning methods may be different from what you've experienced in the United States:

- classes may be lecture-only, with the expectation that you will take verbatim notes;

- attendance may be required at tutorials but not at lectures;
- you may have long reading lists from which you will need to determine what to read, skim, or just be aware of;
- attendance may be required for some classes but not for others;
- you may be required to work more in groups or make more presentations;
- you may have more homework, or none at all;
- essay style may be more research-based or more opinion-based; or
- you may need to learn more on your own, outside of class, than you are accustomed to doing.

Strategies for dealing with these differences in style can include:

- borrowing lecture notes from other students;
- introducing yourself to your instructors and asking what to do if you have questions;
- seeking out academic assistance (e.g., tutors or help with writing skills) on campus;
- organizing or joining study groups with other students in your classes;
- studying more than the local students;
- meeting with your instructors periodically, to determine how you're doing in the class;
- budgeting your time so that you're learning throughout the semester, in case the end of the term is harder than you'd anticipated.

Student support services may vary, too:

- You may not have an academic advisor and will need to seek out help when you need it;
- student counseling and other supports may not exist on campus or in that culture;
- there may be fewer on-campus activities, so be prepared to create your own social life;
- dorms may not have staff in residence, so you may need to resolve housing issues on your own.

When in doubt, be persistent in asking your study abroad advisor or exchange coordinator abroad for assistance.

Bibliography

Travel Series – Books

Berkeley Guides, published by Fodor's Travel Publications, New York, and written by students, for students, with very specific tourist information

Culture Shock!, published by Graphic Arts Center Publishing Company, Oregon, usually written by U.S. citizens living abroad; the books discuss deeper cultural issues rather than travel

Eyewitness Travel Guides, published by Dorling Kindersley, London, are glossy guides with a mix of photos, graphics, history, and tourist information

Fielding's, published by Fielding Worldwide, California, are designed for the older traveler and are updated every year

Frommer's Complete Travel Guides, published by Macmillan Travel, New York, cover much the same tourist information of the other series listed here

Insight Guides, published by APA Publications, Singapore, are primarily photo-journalism, with good background information and without the tourist information

Knopf Guides, published by Alfred A. Knopf, New York, have wonderful photos, graphics, and information for those wanting more than an overview

Let's Go, published by St. Martin's Press, New York, is a series written by students, for students, as a classic tourist guide with very specific and very accurate information

Lonely Planet, published by Lonely Planet Publications, Australia, has an eye for the local culture and mixes cultural background with practical tourist tips

The Rough Guide, published by Penguin Books, is primarily text; don't look here for photos, but do consider this as a primary source for in-depth information

General Travel / Adjustment

Do's and Taboos Around the World by Roger Axtell, Parker Pen Company, 1985

Do's and Taboos of Using English Abroad by Roger Axtell, John Wiley & Sons, 1995
We Europeans by Richard Hill, Europublications, 1997
Survival Kit for Overseas Living by L. Robert Kohls, Intercultural Press, 1979
Europe on 84 Cents a Day by Gil White, Bestsellers, 1995
Europe Through the Back Door by Rick Steves, John Muir Publications, 1998
First-Time Europe by Louis CasaBianca, Rough Guides, 1997
The Real Guide: Mexico by John Fisher
Living in Mexico: A Complete Guide by Michael Zamba

For Diverse Populations

A World of Options: A Guide to International Exchange, Community Service, and Travel for Persons with Disabilities, edited by Christa Bucks, Mobility International USA, 1997
New Manual for Inclusions of Persons with Disabilities in International Exchange Programs, Mobility International USA, 1996
Able to Travel: True Stories by and for People with Disabilities by Alison Walsh, The Rough Guides, 1994
Gutsy Women: Travel Tips and Wisdom for the Road by Marybeth Bond, Travelers' Tales, Inc., 1996
Traveling Solo by Eleanor Berman, Globe Pequot Press, 1997
Detour's London: An Alternative Guide by Jonathan Nicholson and Jonathan Williams, Detour Publications, 1993
Handbook for Women Abroad, edited by Jane Wemhoener, 1991, available from Kenyon College, Office of International Education, Gambier OH 43022

Web Resources

General Travel

Centers for Disease Control

<http://www.cdc.gov/travel/index.htm>

CultureGrams

<http://www.culturegrams.com/>

Frommer's

<http://www.frommers.com/>

Let's Go

<http://www.letsgo.com/>

Lonely Planet

<http://www.lonelyplanet.com/>

Rough Guides

<http://www.roughguides.com/>

Tourism Offices Worldwide Directory

<http://www.towd.com>

Travlang's Foreign Language for Travelers

<http://www.travlang.com>

U.S. State Department Background Notes

<http://www.state.gov/r/pa/ei/bgn/>

U.S. State Department Travel Warnings and Public Announcements

<http://travel.state.gov/>

Diverse Populations

Mobility International USA

<http://www.miusa.org/>

Disability Travel and Recreation Resources

<http://www.makoa.org/travel.htm>

Emerging Horizons Accessible Travel News

<http://emerginghorizons.com/>

Journeywoman

<http://www.journeywoman.com>

Woman Abroad

http://www.umich.edu/~icenter/overseas/study/women_abroad.html

Americans of Color Abroad

http://www.umich.edu/~icenter/overseas/work/americans_of_color.html

Indiana University Gay, Lesbian, and Bisexual Student Support Services

<http://www.iub.edu/%77eglbt/>

Study Abroad Emergency Contact Information

As a student on a study abroad program, you should first contact your on-site Program Director or the on-site emergency staff member for your program. If that individual is not available or is otherwise incapacitated, you may need to respond on your own.

Important CUA Phone Numbers:

CUA Public Safety (1) 202-319-5111 (24 hours a day, 7 days a week)

Center for Global Education: (1) 202-319-5618 (during regular office hours, 9 a.m. – 5 p.m.)

CUAbroad: (1) 202-319-6010 (during regular office hours, 9 a.m. – 5 p.m.)

CUArch:

CUA Counseling Center: (1) 202-319 – 5765

On Call International (Emergency Evacuation Coverage)

You can reach a representative at On Call any time of day from anywhere in the world by calling collect or toll-free:

Toll free: 1-800-407-7307

Collect/Outside US: 1-603-898-9159

mail@oncallinternational.com

Notes: