

Hollins University
International Programs

Affiliate Programs Pre-Departure Guide



Welcome to Hollins Abroad's Affiliate Programs!

You are about to embark on a unique academic and personal adventure that will change the way you think about yourself and about the world around you. You will get the most out of the experience if you are flexible, open-minded, and willing to leave your preconceptions behind you when you get on the plane.

We hope that your experience abroad will be a valuable and enjoyable one, as it has been for many students before you. Whether you're traveling to Ireland or Bhutan, Ghana or Greece, your semester abroad will offer you a wealth of cultural, social and historic resources to better inform your global education. How much you gain from your stay will depend on how much of yourself you put into your experience, and how well you seek to adjust to a different culture. Be ready to experience what this world has to offer.

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Addresses, Phone Numbers & Websites

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**For emergencies only

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American Embassy

Please visit USEmbassy.gov for a complete listing of embassies in your host country.

Affiliate Offices

Information about your program's individual abroad office can be found on their website or online application portal.

International Operator: 155

Websites

For more information on conditions in your host country, travel warnings and tips for Americans living and traveling abroad from the U.S. Department of State

www.travel.state.gov

For bulletins on health conditions around the world from the U.S. Centers for Disease Control

www.cdc.gov/travel

For information on air travel from the Federal Aviation Administration

www.faa.gov

For health information for travelers: "Travel Health Online"

www.tripprep.com

For an introduction to culture and other cultural differences, University of the Pacific created "What's Up With Culture"

<http://www2.pacific.edu/sis/culture/>

For students and parents: The State Department website provides GO! Guides and Tips to Go wallet cards

<https://travel.state.gov/content/studentsabroad/en/beforeyougo.html>

Read this guide now—there are things you will need to do long before you depart.

This Pre-Departure Guide provides **important information** to help you prepare for and make the most of your time abroad. It is imperative that you read it now, because there are things you will need to do far in advance of your departure, such as applying for a your passport or visa, or submitting a course approval request.

You should also **take this guide with you to your country of study** as it contains important names, phone numbers, and other essential information you will need upon arrival and during your stay abroad.

The Program

Academic Programs

The core of all Hollins' international programs is the academic program. **Each student must enroll in a full course load through their affiliate program, and must file for course approvals.**

All approved courses are graded A-F on your Hollins University transcript, and cannot be taken on a pass/fail basis. The student's home institution determines policies for transfer of credit. It is very important to bring copies of the syllabus and any written work you do for every course you take back to campus with you. If there is any question about credit, these documents will be invaluable.

Every class you take will appear on your Hollins transcript. You cannot take a course "just for fun" and ask upon return not to have it included

in your transcript. Likewise, you cannot request that a course that you took and did badly in be excluded from your transcript. You will need to follow your home institution's credit approval procedures, as well, if you are an external applicant. If you need course syllabi, contact Abroad@Hollins.edu.

Course Approval

For students attending an affiliate program, it is necessary to complete the [Affiliated Study Abroad Proposed Course List](#). To do this, you must download the form and list your tentative course selections, as well as the graduation requirements you wish to fulfill. Schedule a time to meet with your academic advisor, and take your Proposed Course List and all corresponding documentation to the appointment. Review your choices with your advisor(s). Their signature(s) on the Faculty Advisor Signature line at the bottom of the Proposed Course List indicates their approval of your proposed course list. **This does NOT indicate their approval of any particular course.** Specific course approval is confirmed separately through the Registrar.

Pre-Approved Courses

Courses which have already been approved by the Hollins faculty for credit appear in the registrar's spreadsheet of approved courses, which can be found by clicking on the [Registrar's Office Homepage](#) link on the Academics tab of My.Hollins.edu, and in the approved courses binders in the Office of International Programs. If a course you wish to take has already been approved for the type of credit you want (major, minor, perspective, free elective), enter a check in the Pre-Approved column. No further paperwork is required.

Courses Pending Approval

If a course you wish to take has not yet been approved or has not been approved for the type

of credit you want, check the Pending Approval column on your Proposed Course List.

To request approval for credit for a course, you need two things:

- 1) an Approval for Hollins-Affiliated Abroad Course
- 2) a course description and/or a course syllabus from the institution's or program's website, catalog, or course list. The course approval form is also available on the [Registrar's Office Homepage](#). Staple the course description to the approval form and take it to the assistant registrar.

The Affiliated Study Abroad Proposed Course List must be returned to the International Programs office as soon as possible, so that we can be sure any courses taken abroad has been approved.

You should complete the course approval process before leaving campus at the end of the term preceding your study abroad. When your study abroad transcript arrives at the registrar's office, any courses that have not been approved will be entered with a grade of "I" (incomplete) on your Hollins record until you complete the approval process outlined here. If the course approval is not received by the end of the term following your term abroad, the "I" will automatically change to an "F" on your Hollins transcript.

Language Intensive Courses

Some affiliate programs require that students enroll in an accelerated or semester-long course in the host country's language. Please check your affiliate program's guide for more information regarding language course offerings and requirements.

Internships

Students may also choose to participate in internships, if available through the affiliate program.

Make sure that your chosen program does offer an internship component, and that you've met with the Director and your academic advisor to discuss whether such an option will be feasible for you.

The Facilities

Each affiliate program has selected a university campus or site at which to conduct courses. Students studying at exchange partners such as University of Limerick and Kansai Gaidai will attend classes in the host universities' classrooms, often side-by-side with other international students.

Programs offered through the School for Field Studies, however, will hold some classes in field study and research locations outside the traditional classroom setting. Check each affiliate's guide or program page for more detailed information about each.

Preparing for Your Term Abroad

Passport

To travel abroad, you must have a valid passport. To avoid difficulties at customs in some countries, **you should have a passport that is valid at least six months beyond your intended date of return to the U.S.** If you need to apply for a new or renewed passport, you should begin the process early. Normal processing time is four to six weeks but it can take longer prior to peak travel seasons, though expedited processing is also available.

Passport applications are accepted at designated post offices and, in a few cases, at other government offices. For forms, fees, and information on the application process and required documentation, go to www.travel.state.gov.

U.S. passports are not issued outside the U.S. except in emergencies. Once you are abroad, keep your passport in a safe place and do not lose it.

Visa and Pre-Entry Clearance

Due to ever-changing immigration and visa regulations, students will be provided with detailed instructions upon acceptance to the program.

Students undertaking an internship (or any employment in general) and/or staying for longer than six months will require a visa.

The Director of International Programs will provide detailed instructions after acceptance to the program during pre-departure orientation.

For forms, fees, and information on the passport application process, go to www.travel.state.gov.

Per immigration regulations, you will be permitted to study abroad under Hollins University sponsorship. Therefore, **class attendance is mandatory and will be kept daily.** Excessive absences will put your immigration status in jeopardy and could lead to its cancellation. In addition, you must keep the Hollins International Programs office apprised of any changes to your status, including any change in your contact details both abroad and in the U.S.

Power of Attorney

We suggest that you arrange to give a family member or trusted friend power of attorney for the period you are abroad, especially if you expect to receive any checks or important documents that will require your signature (including financial aid payments or agreements), or need to take care of other legal matters while you are away.

Absentee Voting

If elections will take place while you are abroad, you can apply for an absentee ballot using a form called the Federal Postcard Application (FPCA), which is available on-line at <http://www.fvap.gov/>

What to Take

The most important advice is **pack light**. Do not take more luggage with you than you can carry. It may seem impossible to pack enough for seven weeks in two suitcases and a carry-on, but almost every returning abroad says that she/he brought too many clothes. Keep in mind that regardless of the housing option you choose, storage space for your belongings will be limited. There are also airline restrictions on the number, measurements, and/or weight of your suitcases. In general, each international passenger is allowed two pieces of checked baggage and one carry-on. Additional baggage can cost \$100 or more per bag.

Carry your passport and immigration documents (with you on the plane)—don't pack them in the luggage you check with the airline.

Handy items to take include a fold-up umbrella, and day pack or sturdy book bag. **Do not take a blow dryer, electric toothbrush, electric razor or other, similar appliances with you. Note that your host country will likely have different voltages and plugs, which may not be compatible with American electronics.**

Sometimes it is easier to purchase small appliances abroad. If you cannot manage without a particular U.S. appliance, you'll need both a converter for the voltage and an adapter for the plug. Unless you have the appropriate voltage converter and plug adapter (and sometimes even if you do), you will destroy your appliance and possibly damage the electrical system where you are living.

Laptops are not needed but some students like to have them. If you bring a laptop, be sure to check with the manufacturer's customer service to find out what, if any, adapters and converters are needed to use your computer safely while abroad. Most laptops have built-in converters but you will still need a plug adapter. Laptops are popular targets of theft, so guard yours carefully when traveling.

Carry your passport and your immigration documents with you on the plane—don't pack them in the luggage you check with the airline. Keep them with you on the plane so you will have them when you arrive at the airport, as you will pass through immigration before you retrieve your luggage and then proceed through customs.

Be sure you and someone in your family have the numbers of your passport, photocopy of the passport identification (picture) page, credit card, and photocopies of your plane tickets, in case they are lost or stolen. Make a digital copy of your visa and the identification page of your passport for yourself and carry it with you.

Scan the identification page of your passport

for yourself and keep the scan accessible. Please bring a scan of your visa as well. Always keep your copies separate from your passport.

The website <http://www.cbp.gov/> (click on Travel) will tell you how to avoid problems when bringing your belongings back into the U.S.

Travel and Arrival

Hollins does not arrange airfare or group flights for students attending an affiliate program. Some programs will coordinate group flights for participants, and may even include the cost of airfare in the program fee. Many offer airport pick-up and transportation to the host campus. **Be sure to check your program's brochure and/or guide to see what is provided.**

If airfare is not coordinated by your affiliate program, you will need to arrange your flights yourself. It is now generally less expensive and more convenient for students to book individually from their local airports or to use frequent flyer miles. You can book through a travel agency, airline website, or through a student travel site such as [Student Universe](#) or [STA Travel](#).

Once you have booked your flight, please forward your complete itinerary (dates, departure and arrival airports, airline and flight numbers) to the International Programs office, and upload it on Studio Abroad.

If you encounter problems upon arrival at your destination, please contact Dr. Barbieri

Because of increased security, it is important to pay careful attention to the information on check-in and baggage restrictions provided by your airline, including restrictions on liquids in carry-on luggage. Check-in for international flights is usually two hours or more prior to departure. Carry-on baggage may be restricted to one piece (if you're bringing a laptop, check to see if it will be considered your one carry-on). Expect passenger and baggage searches. The website of the [Transportation Security Administration](#) has information on what you can and cannot take on an airplane.

Orientation

Most affiliate programs offer orientation programming to incoming students. Use it to address any questions or concerns you might have.

Check with your program's brochure or info page for details about what orientation will entail.

Housing and Meals

Most affiliate programs offer students the choice to live in a homestay or residence hall. Each has its own financial arrangements, and accommodations will vary depending on your destination. Read the information provided by affiliates about each option and choose the situation that best suits your preferences, and meets your budgetary requirements.

Meal Allowances

Meals for every program are included in the comprehensive fee, and will be provided throughout the semester.

Homestays

Staying with a family provides a great opportunity to exponentially increase your foreign language fluency, and to learn about your host culture's politics, social issues, customs, etc. Many students make long-lasting friendships with their hosts and continue to keep in touch with them years later.

Living with a homestay family is not like being on an exchange program. Your hosts do not assume the role of parents, but instead treat you as an independent adult. You receive a key to the home and the family does not monitor your comings and goings unless they have reason to be concerned for your safety.

If you choose a homestay, you should be willing to adapt to your host culture's ways of doing things, and to abide by rules of common courtesy, such as coming in quietly if returning late at night. Notify your hosts if you will not be there for a meal you would normally take with them, so that they don't prepare food for you unnecessarily.

Mail should be addressed to you, in care of your hosts at their address.

It is a nice idea to bring a small gift for the family. Something representative of your region of the U.S. is always appropriate. They will also be eager to see photos of your family and home.

Homestays are assigned by your affiliate program. Make sure you have completed all the necessary paperwork for your homestay assignment. Don't hesitate to contact your affiliate program with any questions regarding your assigned accommodations.

Student Residence Hall

Some affiliate programs offer students the option of living in a residence hall during their semester abroad. Placement in these residence halls, and the kinds of amenities provided there, vary from program to program. Be sure to check your orientation guide or handbook for information about what living in a residence hall will be like.

Communication

Meeting People

During your semester abroad, it is likely that you will be living and studying with other international students. You might even be the only Hollins student attending your program for that semester.

With Home

Cell phones and email have made communication between abroad and home convenience and inexpensive. This has a great many advantages, but can also encourage students to spend a considerable amount of their time abroad calling and emailing friends or family in the U.S. While it is important to “remain connected” to your life back home, Hollins encourages you to keep emails and phone calls to a minimum. Refusing to do so may result in you completing your semester abroad without having sought out or made connections in your host country. Immerse yourself in your new surroundings instead. You will have only a few months to experience all there is to see and learn in your host country!

We also encourage you, however, to be kind to your parents! It’s natural to want to call them for support when you’re having a problem, experiencing culture shock, or are feeling homesick. Please remember to call them back

once your problem is resolved or you are feeling better, so that they don’t continue to worry about you. Remember, too, that the people who can often best help you resolve any troubles are the on-site staff, not your parents or the Hollins International Programs office. Always take your problems to you affiliate program’s staff and contacts first—there’s nothing you can ask that hasn’t been asked before!

Financial Aid

All students on affiliate programs are required to apply for scholarships and financial aid through Hollins’ affiliate partners, if available. Not every affiliate partner will offer aid; those attending a program which does not are not required to seek out additional funding, though it is recommended. Our partners will report any awards you receive to International Programs. Students are also required to report all awards to the International Programs and Financial Aid offices at Hollins. Awards greater than \$500 will be used to offset your travel awards received from Hollins University.

Students must report any financial aid awarded by affiliate partners to both the Financial Aid and International Programs offices.

Student Billing for Study Abroad

The comprehensive fee associated with each affiliate program is available online, and on the program application. For all affiliate programs, this fee covers your tuition, accommodations, orientation, International Student Identity Card (ISIC), and at least some meals. Many also include basic health insurance for the duration

of your semester abroad. Be sure to double-check what costs you will need to cover, and which are included in the program fee.

Money & Banking

You can use your credit and bank cards in many locations throughout the world, either to withdraw money from ATMs and routine access to funds. It is a good idea to have two credit/cash cards, in case one malfunctions or is lost. Check with your bank about transaction fees, which vary from one bank to another.

Notify your bank in advance that you will be living abroad for several months. If you do not inform them, it is likely that your bank's security department will place a hold on your account when you begin to incur charges abroad.

Most stores and restaurants accept Visa or MasterCard, but many do not take American Express or Discover. Please be sure to have the PINs for all your credit, bank and check cards with you, but do not keep them with your cards.

Health and Medical Care

Living and studying abroad may present significant physical and psychological challenges. Even mild problems may be exacerbated by the stress associated with adjusting to a new cultural environment. If you are not in good physical and emotional health, you should carefully consider your plans to study abroad at this time. If you have any questions about your situation, be sure to consult with your parents, health and counseling services, or your private physician and/or counselor.

Be sure to provide the International Programs office with accurate and complete physical and mental health information on your Health Report and Release form.

Having this information can make the difference in our ability to meet your medical and psychological needs while abroad.

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While you are abroad, as at home, you are more likely to stay healthy if you eat well, get enough sleep and exercise and refrain from risky behaviors, such as excessive drinking, drug use and unprotected sex.

If you need a particular type of medication, bring a sufficient supply with you for the duration of your time abroad. All prescription medication brought into another country should be accompanied by a photocopy of the prescription, preferably noting the generic name of the drug.

If you require allergy shots, you should notify the International Programs office with the details, so we can look into the feasibility of arranging shots for you while abroad. If you wear glasses or contact lenses, bring an extra pair or the prescription with you. Also bring a supply of care products for your glasses/lenses.

If you have any physical condition that may require emergency care, you should purchase and carry an identification tag, bracelet, or card with you at all times, indicating the specific nature of your problem and what should be done in the event you are unable to communicate.

Additional information is available at Health Issues under [Tips for Traveling Abroad](#) on and at [Travel Health Online](#).

International Student Identity Card

The International Student Identity Card is issued to all Hollins Abroad students by the Hollins international programs office as a licensee of a third party provider. This internationally recognized card serves as official proof of student status. **The card additionally entitles you to discounts for museums, cinemas, theatres, historical sites, flights, and some retailers abroad and in the U.S.** Domestic discounts may include ski resorts, Amtrak, Target, The Body Shop and Macy's among others.

The ISIC also provides insurance benefits including up to \$300,000 for emergency medical evacuation, \$25,000 for repatriation, some basic medical, accident, travel delay, and lost document insurance, a 24-hour emergency help line, and a phone card and mobile phone options.

For a full listing of benefits and discounts, go to www.myISIC.com

Cultural Adjustment

Please remember that you are guests in the your host country, and you should seek to conform to its customs and habits rather than trying to impose American patterns on them. **Much to the surprise of some, other cultures do not necessarily think**

that American ways of doing things are automatically the best!

Culture Shock

Culture shock is the term used to describe the psychological disorientation most people experience when they move for an extended period of time into a culture markedly different from their own. For most people the experience of culture shock is brief and hardly noticeable. For some, however, culture shock can bring considerable discomfort. Often it is the students who least expect it or refuse to recognize it that have the most difficulty.

Culture shock does not result from a specific event or series of events. It comes instead from the experience of encountering ways of doing, organizing, perceiving or valuing things which are different from yours and which question your basic, unconscious belief that your own customs, assumptions, values and behaviors are "right." It tends to build up slowly, from a series of small events which are difficult to identify. Simple examples include times when people don't understand your sense of humor and you don't understand theirs or when someone's reaction to something you have done or said doesn't make any sense to you.

Culture shock comes from:

- Being cut off from the cultural clues and patterns with which you are familiar.
- Having your own values brought into question.

- Being put into positions in which you are expected to function effectively, but where the rules are unclear to you or different from what you expect.

Culture shock can cause symptoms such as homesickness, boredom, and frustration or irritation with your host culture or its people. If you find yourself having difficulty adjusting to your new surroundings, try to remember that some degree of culture shock is natural and inevitable. If you are like most students, within a short time you will be feeling comfortable and at home in your new surroundings. If you experience significant difficulties, the program staff can provide support and advice.

Americans Abroad

Just as Americans stereotype people from other countries, people from other countries stereotype Americans, based on what they see in movies and other media and the behavior of American tourists. Among the common negative stereotypes of Americans is that they are loud and demanding, have lots of money to spend, expect all foreigners to speak English, make no effort to adapt to local customs, and think the U.S. is better than any other country. If you encounter negative stereotypes of Americans that you think are unfair or inaccurate, prove them wrong with your own positive behavior. There is considerable opposition in many countries to the U.S. foreign policy. Be prepared to encounter anti-American attitudes and, perhaps, the assumption that because you are American you support the U.S. government's actions (regardless of whether you do or not). You should not feel

compelled to defend U.S. foreign policy, but you should be prepared to defend your own personal views intelligently if you enter into political discussions.

Here are a few things to keep in mind:

- In most other countries, people tend to be well-informed about local, national, and world politics; engaging in political discussions is a way of life, as is criticizing their own and other governments.
- In many countries, people tend to be very direct in expressing their political views; it is not considered impolite to openly disagree with others.
- Don't enter into heated discussions when you or those you are conversing with have been drinking heavily.
- Don't take criticism of the U.S. government, president, or foreign policy personally—you are not responsible for U.S. foreign policy, whether you support it or not.
- Don't make assumptions. If someone treats you disrespectfully, whether in a discussion or on the street, don't automatically assume it's because you are an American—maybe the person is having a bad day or maybe she's just rude to everyone.
- Be open-minded and remember that people with different life experiences and world views see things differently.

- An important part of the study abroad experience is seeing and evaluating different perspectives.

Independent Travel

It is fairly inexpensive to travel from in Europe by train or plane. Several low-cost airlines in Europe offer extremely inexpensive flights to many destinations across the continent. Other, more remote locations, may pose more difficulties for students looking to do additional travel, it is well worth the research to find what flights or trains may connect your host country to nearby destinations.

While we encourage you to explore your host country and other parts of the world during breaks and on occasional weekends, spending adequate time on your academic work and taking advantage of your surrounding area offers should be priorities. Long-distance traveling every weekend often leads to academic and physical stress. Try not to be overly ambitious in your travel plans.

Before traveling to any country, check the state department website for any travel warnings issued for your destination. See their website at <http://www.travel.state.gov/>

Depending on your travel plans, you may find a rail pass useful. Rates and ordering information for the various passes can be found at www.statravel.com or at most travel agencies.

When you are traveling in Europe, remember that there is a tourist information office in practically every train

station, where you can get local travel and hotel information and, in many cases, hotel reservations.

Before traveling to any country, check the state department website for any travel warnings issued for your destination.

Accommodations

Bed and breakfasts (B&Bs) usually cost around £30 per night, including breakfast. The accommodations are generally very nice and owners are often happy to provide information on local places of interest. Nick can help you find B&B accommodations.

If you are a member of the International Youth Hostel Federation, you can stay inexpensively in youth hostels, where accommodations are dormitory style. The quality of the hostels varies considerably so consult a hostel or travel guide when making your plans. Visit <http://www.hihostels.com/> for options and more information.

Hotels are the most expensive accommodations. Check the guidebooks in the Hollins Abroad reading room and the internet for recommendations, costs, and reservation information.

Returning Home

Even though you haven't even departed yet and are certainly not thinking about what it will be like to return home after your time abroad, it is worth noting even now that coming home requires an adjustment that can be as difficult as or even more difficult than the adjustment you need to make when going

abroad. This is known as reverse culture shock or re-entry culture shock. When you leave your study abroad site, you will be leaving places, people, and a way of life which have become very important and familiar to you. You are likely to have changed as a person and may have new interests and values. You may be concerned about how you will adjust to being back at home and on your home campus and how your family and friends will adjust to the “new you.” If you have significant readjustment problems, you may wish to seek assistance from resource people on your home campus.

Affiliate Program Pre-Departure Guides

In addition to this general guide, students are required to read the departure guides and information provided by their individual programs.

[Arcadia Center for Hellenic, Balkan & Mediterranean Studies](#)

[Arcadia University College of Global Studies in Chile](#)

[Arcadia University College of Global Studies in Granada, Spain](#)

[Arcadia University College of Global Studies in Florence, Italy](#)

[Arcadia University College of Global Studies in Perugia, Italy](#)

[Arcadia University College of Global Studies in Rome, Italy](#)

[Arcadia University College of Global Studies in South Africa](#)

[College Year in Athens \(CYA\)](#)

[IYS in Seville](#)

[Intercollegiate Center for Classical Studies in Rome \(ICCS\)](#)

[Ludwigsburg University of Education](#)

[Kansai Gaidai University](#)

[Spanish Studies Abroad](#)

The School for Field Studies

[Australia](#)

[Bhutan](#)

[Cambodia](#)

[Costa Rica](#)

[Panama](#)

[Peru](#)

[Tanzania](#)

[Turks & Caicos](#)

[University of Ghana](#)

[University of Limerick](#)

Appendix

Safety

Life in most cities abroad is as safe as, or much safer than, life in a large city in the U.S. Violent crime is relatively rare, although petty theft is quite common. It is important that you use common sense and observe reasonable safety precautions while you are abroad, as you would at home.

- Register your trip on-line with the U.S. Department of State at <https://step.state.gov/step/>. This will enable Department of State officials to communicate with and assist you in an emergency. You can register at this on-line site as soon as you have your overseas address.
- Do not leave your bags or belongings unattended at any time. Security staff at airports and train stations are instructed to destroy any unattended luggage. Do not agree to carry or look after letters, packages, or suitcases for anyone.
- Never keep all of your documents and money in one place or one suitcase. Once you arrive, keep your passport in a safe place. Don't carry your passport with you unless you need it. A U.S. passport is an enticing target for thieves; thousands are reported stolen overseas every year and passports can no longer be replaced at U.S. embassies and consulates overseas except in emergencies and only for travel home.
- Don't ever keep all your money and credit cards with you. Just take what you need for each day and leave the rest in a safe place.
- Remember that, at least at first, you will be unfamiliar with your surroundings, local customs, behavior, and body language. You won't know whom to trust. Be more cautious than you would at home, where you are better able to "read" a given situation.
- Avoid walking alone in poorly lit or deserted streets, parks, and other areas.
- Even when accompanied by others, stay away from areas of a city reputed to be dangerous.
- If you find yourself in uncomfortable surroundings, act as though you know what you are doing and where you are going.
- Know how to use public phones and how to contact the police. Have necessary coins or phone cards with you.
- Areas around public telephones and the underground are common places for pickpocket activity. Keep backpacks and purses in hand. Safeguard calling card numbers.
- Do not leave money, credit cards, IDs or valuables in a backpack that you carry behind you.
- If you don't want to or can't afford to lose something, don't take it with you. When traveling, don't show off cash or expensive jewelry or watches in stores or on the street. Keep your money in a money belt or bag that fits across your chest when you are on the street, on public transportation, and in public buildings.
- Be aware of the dangerous effect that alcohol consumption can have on your ability to use common sense and make good judgments, especially in unfamiliar situations. Don't accept drinks from or get drunk with strangers.
- Stay away from illegal drugs entirely. Use of illegal drugs is grounds for immediate dismissal from the program. Most foreign countries have extremely strict laws regarding even small

quantities of drugs and there is very little that program staff or U.S. officials can do to help you if you are caught with illegal drugs. For more information, go to:

<http://travel.state.gov/content/passports/english/go/drugs.html>

- Remember that you are subject to the laws of whatever country you are in, which may be much more restrictive than those in the U.S. The U.S. standards of due process may not apply in overseas legal proceedings and Hollins cannot provide or pay for legal representation of program participants. Familiarize yourself with local laws and don't jeopardize your studies and your freedom by breaking them.
- Do not hitchhike or accept rides from strangers.
- Let your hosts, friends and/or the program director know of any travel plans and how they can reach you. Have the director's phone number with you at all times in case of emergency.
- When traveling, do not tell strangers where you are staying.
- Always have two sources of funds available to you – an ATM card and traveler's checks, for example. If for any reason you can't get money from one source, you'll still have access to cash.
- Go the opposite direction of any disturbance. Do not get involved. Avoid political demonstrations and protests. In the case of sudden political upheaval involving the U.S. or your host country, rely on instructions from the program director.
- Remember that any behavior that puts you or your fellow students in danger is grounds for dismissal from the program.

In the current world situation, some added precautions are advisable:

- Avoid places frequented by Americans—pubs, fast food restaurants, U.S. business and government offices.
- Avoid rowdy behavior in public.
- Avoid dressing in ways that readily identify you as an American.
- Be cautious about how much you tell strangers or people you don't know well about your program, its location, your residence, or any travel plans.
- Do not invite strangers or recent acquaintances to your program building.
- Report any suspicious people or packages to the front desk staff.

The website of the U.S. Department of State (www.travel.state.gov) provides a wealth of information on safety and security in overseas travel. The consular information sheets provide cultural, practical, and safety information on every country in the world. **We suggest you read these information sheets before traveling to any country.** Other worthwhile links can be found under "Tips for Traveling Abroad" and "Living Abroad Tips."

We strongly recommend that you regularly monitor the Department of State's website for alerts issued for U.S. citizens abroad. There are two kinds of alerts issued by the State Department. The first is a "public announcement," which notifies Americans of a potential threat and suggests measures they should take when traveling in a particular country or region. The second is a higher

level of alert, called a “travel warning,” which is generally a recommendation that Americans not travel to a particular country or region. We suggest that you go to the website before departure and read examples of each of these types of warnings so you will be familiar with them and the reasons they are issued. While travel warnings are uncommon in Europe (except in the Balkan region), public announcements are sometimes issued, especially when a controversial international meeting is scheduled and large demonstrations are expected. The Hollins Abroad office receives these bulletins as they are issued and immediately forwards them to the program directors and all students if they cover countries or cities to which you might travel.

In the unlikely event that a travel warning is issued for your host country while the semester is in session, we will consult with the U.S. Department of State and local U.S. embassy to determine the safest course of action. Hollins Abroad has emergency plans ready for implementation should the need arise.

Hollins cannot assume responsibility for actions or for events that are not part of the program nor for those that are beyond our control or for situations that may arise due to the failure of a participant to disclose pertinent information.