



Student's Guide to Study Abroad

Cascadia College International Programs

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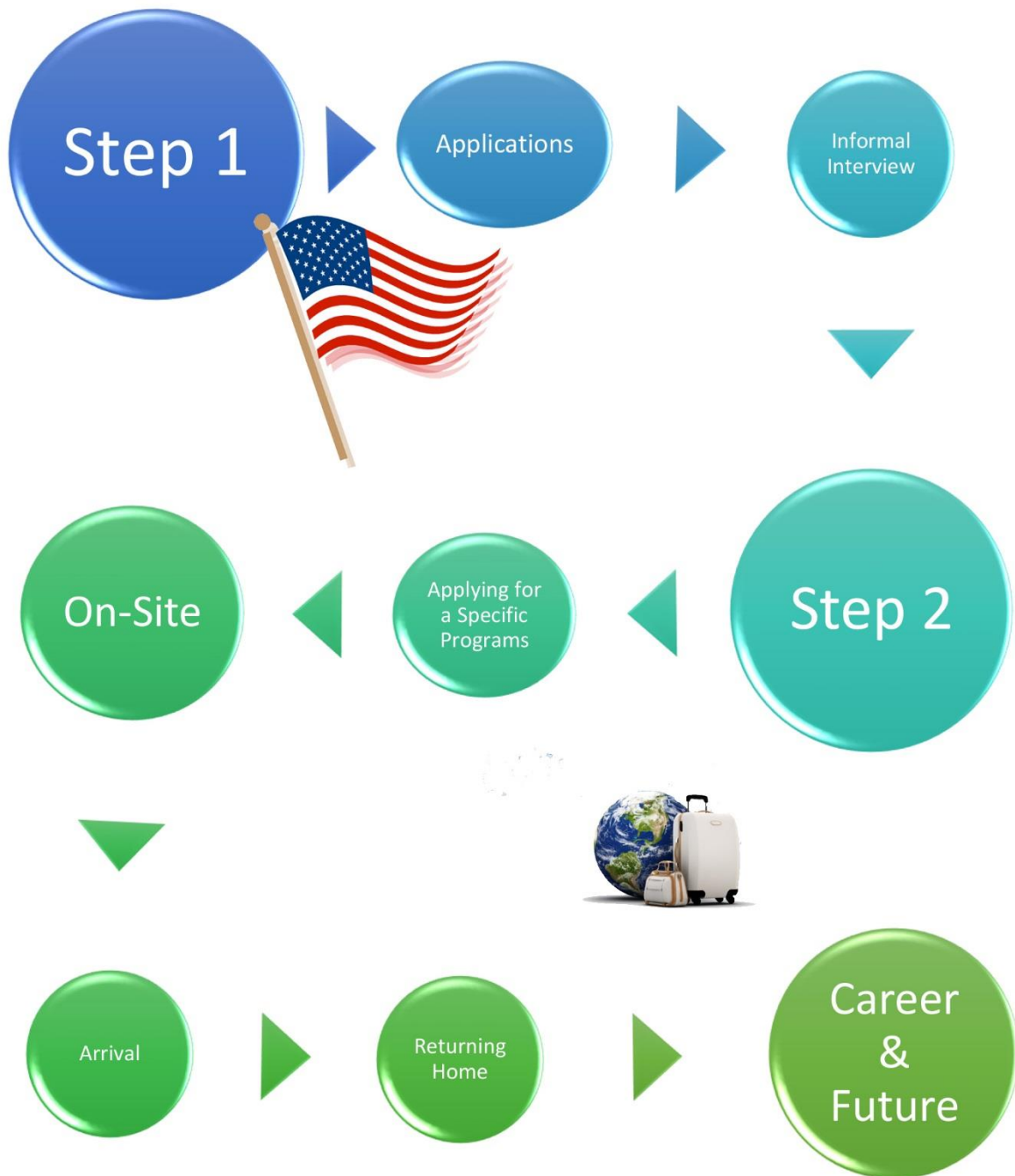
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Study Abroad Timeline



PRE-DEPARTURE PREPARATION

Step 1: The Study Abroad Applications

A. Preliminary Application Form

This form is available at the International Programs Office's front desk. It will ask for your personal and educational information as well as your emergency contact. It is recommended that this application be turned in 2-3 months before the study abroad deadline. Attached with the application are:

- a. Unofficial copy of most recent college transcript

This should show a completion of at least 12 academic credits with cumulative GPA of at least 2.5

- b. Letters of Recommendation

Two letters of recommendations, including at least one from a college faculty member. Letters from family and friends are not acceptable.

- c. Personal Statement/Study Abroad Essay

B. Informal Interview

Once you have completed and turned in your preliminary application, there will be an informal interview with your study abroad advisor. This interview will be about 30 minutes long, and will address questions about your motivation and preparation to study abroad.

Step 2: Applying for a Specific Program

A. Program Application Form

This application is different for every program. It is part of the paperwork needed to reserve your spot on the program. You will receive this program application after your preliminary application is approved.

B. Medical Report Forms

- a. WCCCSA Participant Medical Form – This form is filled out and signed by you.

It will ask you about allergies, dietary restrictions, and mental health.

- b. Medical Examination Form -- This form is to be filled by your physician, it will ask for your health information such as allergies, medications details, and any medical conditions.

C. Deposit

This is part of your payment of the program fee that will reserve your spot on the program. It is similar to a down payment and has to be paid before the study abroad deadline.

D. Class Registration

Most of the study abroad class registration process is done on paper. You will be working with your study abroad advisor for the class registration. **Reminder:** if you are taking classes the quarter after your time abroad, make sure you have talked to an academic advisor and make note of your registration date. Though unlikely, if you have any troubles with registration online while you are abroad, contact your study abroad advisor.

Travel Related Documents

A. Applying for a Passport

If you do not have a passport, the [U.S Department of State](https://www.state.gov) is a great resource to find out how to apply. Allow at least 6 weeks to receive your new passport. If your current passport will expire within 6 months of your study abroad departure date, you must renew it before your trip.

If you are considering to vote in an election while you are abroad, you can apply for an **Absentee Ballot** before you leave the country. For more information <https://sos.wa.gov/elections/voters>

B. Applying for a Study Abroad Student Visa

Depending on your nationality, the host country and your length of stay in the host country, you may or may not need to apply for a visa. You can go to the host country's website to find out if a visa application needed. If you need any help, please contact your study abroad advisor or the lead program coordinator for assistance.

C. Non- required Additional Identification Card

a. Applying for an International Student Identification Card (ISIC – Optional)

ISIC is an internationally recognized student ID card that is endorsed by UNESCO, European Council on Culture and the Andean Community of Nations. This card can give you the benefit of student's discounts for public transportations such as flight tickets, bus or train passes,

accommodation, food and drinks, entertainment, etc. In some cases, it could also be used as a credit card.

b. StuCard Student Travel ID card – The “Green” Student Travel Card (optional)

This Student Travel ID card is similar to ISIC, but they also offer travel insurance. Other benefits included with this card are travel assistance, cover travel medical assistance, worldwide travel assistance, and travel emergency assistance which is available 24/7.

Finances

A. Budgeting for Study Abroad

There are four main study abroad expenses that you must budget for:

1. Tuition – Payment for the tuition fees for your study abroad courses is made to Cascadia College, you can use the same payment methods available to you in other quarters.
2. Airfare
3. Program fees
 - a. Included
 - Housing
 - Meals *
 - Medical Insurance **
 - Pre-departure and on-site orientation
 - Airport pick-up
 - b. Not included:
 - College Tuition and books
 - Passport and visa fees
 - Airfare – majority of the programs does not include flights but there are some who offers that option to be part of the program fee.
 - Admission fees
4. Miscellaneous expenses – such as meals that are not included in the program fee, travel expenses, shopping and other personal purchases.

B. Financial Aid and GI Bill

Talk to your financial aid advisor for more information. Grants, loans, and GI Bill benefits can be used to pay for study abroad costs.

C. Emergency Fund

It is also recommended that you have a small amount of cash in the currency of the host country before departure, in case a situation arises where you cannot use your credit card. You should always keep a small amount of cash with you, in case you have difficulties using your credit card and an ATM is not nearby.

D. Basic Foreign Banking

Make a plan before you leave about how you will access money while you are abroad. These following items are the things you need to think about

- Bank Account
- Credit Cards
- ATM/Debit Card
- Traveler's Check

Reminder: Notifying the bank before departure will help you avoid having your account placed on hold.

E. Options for Funds Transfer

- Direct Deposit
- Wire transfers
- International money orders or international postal money orders
- Cashier's check
- Money Gram
- Western Union
- PayPal
- Venmo

Note: * It varies depending on the programs, typically meals are offered for breakfast and dinner only. ** Medical insurance payment for pre-fall programs are done separately. For more information for fund transfer please refer to resources section.

Packing

It is recommended to travel light and have a sturdy suitcase tagged or labelled on both the outside and inside with your name. Try not to exceed the airline's international size/weight regulation to avoid hefty charges. Here are some packing ideas on what you might need to bring with you when you are studying abroad and things to consider:

1. Do not take any jewelry or items that have great sentimental value.
2. Clean out the wallet/purse before leaving. You don't need gas, store charge cards or library cards.
3. Use TSA approved locks
4. Remember the TSA 3-1-1 Liquid Rule. Bringing a full sized bottle of shampoo to the security line will likely make the TSA confiscate your stuff and hold you in the process.
5. Never check essential items. Important items such as passport, identification, money, credit cards, electronics and other valuable should be brought on to the plane with your carry-on bag.

Health and Wellbeing

A. Medical Insurance

This is a requirement in every program, sometimes it includes travel insurance in case your baggage is lost or stolen. Review the details of your insurance coverage before your trip.

B. Health and Safety

[Centers of Disease Control and Prevention](#) (CDC) and the [U.S Department of State](#) are great resources to ensure your health and safety. The CDC website provides information on recommended vaccinations and immunization for your destination, while the U.S Department of State gives you information on travel alerts and emergency information. For example, if your passport is lost or stolen, the U.S Department of State can give you information on how and where you are able to renew your passport. **Consider enrolling in the Smart Traveler Enrollment Program (STEP); it is a free service for U.S. citizens and nationals travelling abroad to enroll their trip with the nearest U.S. Embassy or Consulate.** By signing up, you will receive important information from the Embassy about safety, help the U.S. Embassy contact you in an emergency such as natural disaster, civil unrest, or family emergency, and it will help family and friends to get in touch with you in an emergency.

General Safety and Security Tips

1. Travel with a copy of your immunization history along with your passport
2. Check the CDC website for required and recommended immunizations or vaccinations.
3. Be aware of your surroundings at all times
4. In some countries the tap water is not safe to drink—avoid ice cubes and drink boiled or bottled water instead. In countries where the tap water is safe to drink, the water may have a different amount of mineral that could upset your system.

8 things to keep in mind before you travel

1. Try to always travel light, it is safer and more convenient.
2. Mark luggage in a distinctive way, so your luggage can be easily found.
3. Arrive and check-in at the airport 2-3 hours early.
4. Pay attention to where you put your passport and visa documents.
5. Get the address of your destination before you leave the U.S. In case you get separated from your group, a taxi or van service can take you where you're supposed to meet.
6. Beware of pickpockets and scam artist, they are mostly found at airports, buses and train stations.
7. Do not let anyone carry your luggage for you or carry things for others.
8. Do not carry anything illegal in the host country. If you are bringing your own medication, please ensure that it is not illegal.

Airport pick-up

When you are booking your flight, consider your airport pick-up timeframe. Certain times will not be available for an airport pick-up—pickup information will be provided to you once you have been approved for the program

ON-SITE

Arrival

Once you arrive you will receive an on-site orientation; the orientation will include important information such as what are the host country's emergency numbers for the police and the nearest U.S Embassy, your program coordinator's contact details, cultural information about the host country and what you need to do during emergencies. You will also get detailed information about your class schedule, planned group activities, and support resources available to you during your time abroad.

Housing

As it was mentioned previously, housing choices vary depending on your program. Your housing will either be a homestay, dorm/resident hall, or apartment. **Please make sure to take care of everything in your housing as if it was your own, this will make your help make your study abroad experience better***. If you have any problems with your host family or roommate, please contact your program coordinator who is in charge of housing. Your safety and comfort are important to us.

Emergency Situation

A situation is considered an emergency if it is affecting your health, safety and/or security while the study abroad program is in process. For example:

1. Serious accident
2. Serious illness
3. Physical or sexual assault (attempted or occurred)
4. Pickpocketing or theft that has left you stranded with no way to get back to housing or host city.

During an emergency, contact police or ambulance first if needed, then notify the faculty members and the on-site staff. Contact information for these people will be provided to you during your on-site orientation. For emergencies that occur after normal business hours or on weekends, there is an emergency phone number that you can call 24/7.

Note: Some programs have damage deposit and will be returned to you, after you are done with study abroad. Please read carefully about housing details so you understand the rules in your housing

Communication in the country

Be aware that your phone provider company may not work in your host country, if you want to bring a cellphone with you consider:

1. Getting a pay-as-you go cellphones
2. If your phone is locked, consider unlocking your phone so that you can get a local SIM card. Sometimes calling cards does not work when you are abroad.
3. If you are studying abroad for short term study abroad programs such as pre-fall, consider of applying for an international plan with your phone provider. Every provider offers different deals, so research the different options.
4. Download a social networking app such as WhatsApp, Skype, and/or Viber for inexpensive calls and messaging over Wi-Fi.

RETURNING HOME

Transcript

Your grades after study abroad will be available to you just like every normal quarter. Grades usually post one week after the quarter ends. If there are questions or concerns about your grades, please contact your study abroad advisor and faculty member.

Future after Study Abroad

After you are done with your program:

A. Alumni Ambassador

Feel free to share your experience with your study abroad coordinators, family, and friends! There may be an opportunity for you to share with other Cascadia students. If this is something that you are interested, please contact the study abroad advisor.

B. University Transfer and Career

Your experience overseas gives personal growth and development, new perspective in culture, language skills, and willingness to learn which can be highlighted on your transfer application to a 4-year university and job applications. The following are examples of skills and characteristics that you may develop by studying abroad:

- Cross-cultural competency
- Language skills
- Independency
- Willingness to learn
- A new perspective on culture

C. International Career

If you want to work on an international focused careers, here are the examples:

- Peace Corps
- International Education
 - Study abroad advisor
 - Teaching
 - International student recruiter/advisor
- Department of State (Foreign Services, Embassies, etc.)
- Amazon/Microsoft/Fluke Cooperation/Google/IBM
 - Marketing
 - Import/Export
 - Human Resources (recruiter)
- Justice/Humanitarian organizations (e.g. Mercy Corps, ICRC)
- Law

RESOURCES

[Centers of Disease Control and Prevention \(CDC\)](#)

[Financial Aid & Scholarship](#)

[Fund Transfer Information](#)

[International Student Identification Card \(ISIC\)](#)

[Packing Tips](#)

[StuCard – Student Travel Card](#)

[U.S. Department of State](#)

[WCCCSA Study Abroad](#)