

## Welcome to the Toulouse Program!

Dear Toulouse Program Participant:

This **Toulouse Orientation Handbook** has been prepared to make your transition to Toulouse and the French educational system a little smoother.

If you have any questions, contact the Center for Global Study and Engagement (CGSE) at (717) 245-1341 or [global@dickinson.edu](mailto:global@dickinson.edu). The Center for Global Study and Engagement is open Monday through Friday from 8:30 am to 4:30 pm (EST).

## **IMPORTANT CONTACT INFORMATION**

---

### **Dickinson Center Contact Information :**

**Dr. Julia Carnine, Academic Director**

Dickinson en France

2, place Alphonse Jourdain

31000 Toulouse

France

Tel: (011-33) 5 61 25 83 21 (with answering machine)

Cell: (011-33 (0) 6 88 89 23 94

E-mail: [carninej@dickinson.edu](mailto:carninej@dickinson.edu)

**Laura Raynaud, Administrative Director**

Tel: (011-33) 6 83 24 46 99

E-mail: [raynaudl@dickinson.edu](mailto:raynaudl@dickinson.edu)

### **On-Campus Coordinator:**

**Professor Dominique Laurent**

Department of French and Italian

Dickinson College

P.O. Box 1773

Carlisle, PA 17013-2896

E-mail: [laurent@dickinson.edu](mailto:laurent@dickinson.edu)

**Department of French**

Tel: (717) 245-1819

FAX: (717) 245-1456

### **The Center for Global Study and Engagement:**

**Katie DeGuzman, Dean and Director, Education Abroad**

E-mail: [deguzmak@dickinson.edu](mailto:deguzmak@dickinson.edu)

**Marissa Mitchell, Assistant Director, Education Abroad**

The Center for Global Study and Engagement

Dickinson College

P. O. Box 1773

Carlisle, PA 17013-2896

E-mail: [mitchmar@dickinson.edu](mailto:mitchmar@dickinson.edu)

Tel: 717-245-1341

FAX: 717-245-1688

### **Major Emergency Protocol:**

If you need to contact the Center for Global Study and Engagement after hours for emergency assistance in a very serious situation, call the Dickinson College Public Safety 24-Hour Hotline **001-717-245-1111**, identify yourself and the program, describe the emergency briefly, and give a number for call back. The operator will locate the proper CGSE staff member, who will return the call.

**French Embassy in the U.S.:**

Embassy of France  
4101 Reservoir Road, NW  
Washington, DC 20007  
Tel: 202-944-6000 Web site: <http://www.consulfrance-washington.org>

CampusFrance  
Embassy of France  
4101 Reservoir Road, NW  
Washington, DC 20007  
Tel: 202-944-6294  
FAX: 202-944-6268  
Web site: [www.usa.campusfrance.org](http://www.usa.campusfrance.org) E-mail: [washington@campusfrance.org](mailto:washington@campusfrance.org)

French Consulate offices are located in Atlanta, Boston, Chicago, Houston, Los Angeles, Miami, New Orleans, New York, or San Francisco.

**U.S. Consulate in Toulouse :**

25, allées Jean-Jaurès  
31000 Toulouse  
Tel: (011-33) 5-34-41-36-50  
FAX : (011-33) 5-34-41-16-19

**U.S. Embassy in Paris:**

2, rue Florentin  
75001 Paris  
Tel : (011-33) 1 43 12 22 22  
[www.amb-usa.fr](http://www.amb-usa.fr)

## PROGRAM PREPARATIONS

---

### Program Fees/Financial Aid Information

#### **Program Fees:**

The program fee for the 2021-2022 academic year is \$73,410.00; for a single semester the fee is \$36,705.00. Students at Dickinson College will receive invoices from the Student Accounts Office that show credit for the \$300 confirmation fee and any applicable amounts from your financial aid package.

**The program fee includes the following:** tuition and fees, room and board, pre-departure and on-site orientations, scheduled group excursions, Internet access at the Dickinson Center, and transportation costs in Toulouse. **Not included in the above charges are:** travel costs to/from Toulouse, required health and accident insurance purchased in the U.S., visa expenses, books, meals during vacation periods, individual travel, and other personal expenses.

Arrangements for any type of monthly payment plan options should be made as soon as possible through Tuition Management Systems (1-800-722-4867, x 775, or [www.afford.com](http://www.afford.com)). If the balance due on your account is not paid by the deadline noted on the billing, or if special arrangements have not been made with Student Accounts (Tel. 717-245-1953 or email: [stuacct@ Dickinson.edu](mailto:stuacct@ Dickinson.edu)), you will not be allowed to participate in the program.

#### **Financial Aid Information:**

Dickinson grant money and endowed scholarships are available only to Dickinson College students on Dickinson programs. Students from other colleges and universities should check with their own financial aid office to determine eligibility.

## TRAVEL PREPARATIONS

---

### Passport and Visa Information

The responsibility for ensuring that you have a valid passport and visa in time for your program is ultimately yours.

#### Passport Information:

A valid passport **that does not expire for 6 months beyond the end date of the program** is required to enter any country. If your passport expires before the required validity, you will have to acquire a new passport before departure and/or before applying for a visa. **If you have not applied for your passport, you must do so immediately.** You can find more information and the passport application at the Center for Global Study and Engagement, or you can contact the Prothonotary's Office at the Cumberland County Courthouse at 717-240-6195.

If a visa is required for you to participate on this program, before sending your passport through the mail to apply for a visa, sign in the signature line provided with an ink pen, and also write in pencil your current address and daytime telephone number in the blank space provided opposite your photo page. This will help the U.S. Postal Service return it to you, if it should become separated from the envelope during processing. Be sure to use some traceable form of mail.

#### Applying for a Visa (INFORMATION IS SUBJECT TO CHANGE):

A visa is a stamped endorsement placed in your passport by the embassy or consulate of a foreign government that allows you to enter that country for a specific period of time. **All non European Union passport holding citizens must obtain a student visa to study in France. In order to apply for a visa, you must FIRST register with CampusFrance at <http://usa.campusfrance.org>. Once you have completed and sent your CampusFrance application, you may secure your visa from the French Embassy in Washington, D.C., which serves the jurisdiction for Dickinson College, or from a French Consulate nearest to your home residence. It is important to know that the embassy and consulates will require applicants to appear in person and that a processing time of up to 2 months is expected for all visas for more than 3 months (or 3 to 4 weeks for applications sent by mail in the event that this application method is approved by your consulate), therefore, do not wait until the last minute to apply for your visa!!**

**OFII:** When students apply for a visa, they should also submit an *Office Français de l'Immigration et de l'Intégration* (OFII) form if:

- applying for a student visa valid for more than 6 months
- enrolling as a student for the Fall semester but may decide to prolong studies in Toulouse for the Spring semester

This OFII form will be stamped at the Embassy/Consulate during the visa application process. Upon arrival in Toulouse, students must submit the original stamped form to the OFII and undergo a mandatory medical check-up by a doctor from the Agence Nationale de l'Accueil des Etrangers et des Migrations (ANAEM). The staff in Toulouse will assist you with this process.

#### Studying on Another Program:

Students studying in another foreign country during the 2<sup>nd</sup> semester must obtain their entry

documents in the U.S. if they are U.S. citizens. Students in this situation have to return to the U.S. in order to obtain a visa from the foreign country's embassy or consulate in the U.S. They cannot obtain these documents in France. You need to consider in advance the timeframe in which you will need between programs to complete this process.

### **Visa expediter services:**

Visa expeditors will deliver application papers to the consulate for a fee (in the range of \$50 to \$100). Such services can be worthwhile to those who live far from the consulate that serves them. These firms have proven useful in the past:

Travel Document Systems, on the web: <http://www.traveldocs.com>  
Tel: 1-800-874-5100 Fax: 1-202-638-4674 email: [support@traveldocs.com](mailto:support@traveldocs.com)

Washington Passport/Visa Service: <http://www.wpvs.com>  
Tel: 1-800-272-7776 or 1-202-272-7667 email: [info@wpvs.com](mailto:info@wpvs.com)

## **Information for International Students**

**If you are not a U.S. citizen**, it is your responsibility to research your status, and whether or not you need to obtain a visa, obtain any special entry papers, or other documentation that may be required for entry. Contact the French Embassy for assistance. Depending on the country's requirements, you may have to apply in person at that Embassy/Consulate. Citizens of European Union member countries do not need documentation to study in France, other than their passport.

According to the website of the French Consulate in Washington, D.C., holders of the following passports can expect their visa processing time to take three weeks:

Afghanistan	Algeria	Bahrain
Bangladesh	Belarus	Burma
Burundi	Colombia	Congo DRC
Egypt	Guinea	Indonesia
Iran	Iraq	Jordan
Kuwait	Lebanon	Libya
Nigeria	North Korea	Oman
Pakistan	Palestinians	Philippines
Qatar	Rwanda	Saudi Arabia
Somalia	Sudan	Suriname
Syria	United Arab Emirates	Vietnam
Yemen	Zimbabwe	US Re-entry permit
US Refugee travel document		

### **SEVIS Information for International Students at Dickinson:**

Since you will still be a Dickinson Student while abroad, you are required to pursue a course of study that is considered a full course load at your abroad institution in order to maintain your F-1

status. You will be registered in SEVIS each semester, just as you are while on-campus at Dickinson.

Also, please remember to have your I-20 endorsed for travel prior to your departure from campus this semester.

## Packing Tips and Travel Information

### Packing Tips:

When planning what to take with you, the first rule is to take the minimum amount of clothes possible. You will accumulate things while abroad, so when in doubt – leave it at home! Maximize clothing use by bringing clothing that can be dressed up as well as down. Be practical and focus on the essentials of a wardrobe. Choose clothes that can be mixed and matched and layered to serve different seasons and temperatures. In winter, European buildings and homes are kept at lower temperatures that Americans perceive as chilly. Dark, conservative colors can be worn longer without laundering and will help to make you less conspicuously American. In comparison to Americans, you will find that the French tend to dress up rather than down. This is especially true in Toulouse.

Travel with no more baggage than you can carry! Keep in mind as well that airlines have cut back on the number of checked baggage allowed and the weight limit. Check with your airline to confirm luggage allowances in order to avoid extra charges. See more details below on TSA and airline requirements.

### Here are some wardrobe suggestions for items to pack:

- 2 sturdy, comfortable pairs of walking shoes that you have BROKEN IN; also a nice pair of shoes
- 1-3 nice winter outfits and 1-3 nice spring outfits
- 6-8 everyday bottoms (jeans, other types of pants, skirts) that are wrinkle-resistant
- 10-14 tops (shirts, blouses) in coordinated colors
- 2 sweaters/hoodies
- sufficient underwear and socks, 15-18 of each
- slippers
- a set of sweats for studying/sleeping
- 1 folding umbrella for rainy days and a rain coat
- **an extra pair of contact lenses, eyeglasses and prescription**
- 1 swim suit and sandals for beaches
- 1 Spring/Winter jacket depending on the time of year
- 1 athletic outfit if you plan to exercise or join a sports team
- Layering clothes (i.e undershirts and tank tops) for warmth

### Other Useful Suggestions:

- a day bag or a small backpack for traveling (excursions, outdoor activities)
- a weekend travel bag that follows local airline guidelines (i.e Easy jet, Ryanair)

- Laptop: most come with converters built in the AC adaptor, but make sure you check this. If you do not have the proper converter (i.e. one that can convert 220 volt current), you will ruin your hard drive.
- a USB/memory stick for transferring work between computers
- 2 voltage converter and adapter plugs to be used for electronic devices
- Space/Vacuum bags (can be found at Wal-Mart or Target and condense the amount of space your clothes take up in your luggage)
- luggage ID tags both inside and outside of your luggage
- a small supply of toiletries
- a folder or other organizer to keep important paperwork, emergency contact info, and materials provided by Dickinson en France upon arrival
- hydrocortisone ointment (available only by prescription in France)
- a travel alarm clock
- money belt and/or neck pouch to carry valuables
- a travel sewing kit (with safety pins)
- small first aid kit
- a camera
- shower sandals
- a few favorite photos from home to show new friends or decorate your room
- a few token gifts, something typically American or representative of the area in which you live in the U.S., or from Dickinson College. This is especially a good gift for your host.

For the first few days, pack basic toiletries, toothbrush and toothpaste, and a washcloth in case you are not able to get to a store right away. Most toiletries are available in Toulouse, although brands are frequently different. **If you have a particular type of toiletry that you like to use, you may want to bring it with you.**

#### **Packing tips from the Transportation Security Administration (TSA):**

- Do not pack oversized electronics (laptops, full-size video game consoles, DVD players and video cameras that use cassettes) in your checked baggage when possible. However, please be advised that you will be required to remove these items from your carry-on bag and submit them separately for x-ray screening. Small electronics, such as iPods, can remain in your carry-on.
- Prepare your 1 quart-sized, clear, plastic, zip-top bag of liquids before arriving at the airport, following the 3-1-1 guideline (place liquids into 3.4 ounce bottle or less (by volume); all bottles should be carried in one 1 quart-sized, clear, plastic, zip-top bag)
- Pack all your coats and jackets in your checked baggage when possible. All coats and jackets must go through the X-ray machine for inspection.
- Do not wrap gifts. If a security officer needs to inspect a package, they may have to unwrap your gift. Please wait until you've reached your final destination to wrap gifts.
- You are required to remove footwear for X-ray screening so wear shoes that are easy to take off and put back on.
- Double check the contents of your pockets, bags, and carry-on luggage to ensure no prohibited items were inadvertently packed.
- When in doubt, leave it out. If you're not sure about whether you can bring an item through



the checkpoint, put it in your checked bag or leave it at home.

- For more information, visit [www.tsa.gov](http://www.tsa.gov).

### **Carry-on and Checked Luggage:**

**BAGGAGE REGULATIONS:** You should call the airline directly or go online to inquire about baggage regulations. A backpack with a frame must be checked as one of these allowed pieces. (It should be noted that this type of “backpackers” backpack has been found useful by past participants due to the amount of traveling you will be doing). Attach a label on the outside of your luggage and place a name and address label inside.

In most cases, you are allowed one piece of carry-on luggage not to exceed 45 total inches, which must fit under the seat in front of you or in an overhead bin. Make sure that your luggage follows TSA regulations. Weigh your luggage before you arrive at the airport to ensure it is not overweight. Remember that bags should be small enough to go up narrow stairways, go down crowded train aisles, and fit on luggage racks. A coat and a handbag, briefcase, or laptop may be carried on. Also, in case your luggage is delayed for a few days, be sure to pack a change of clothes and any medicine or toiletries you would need in your carry-on bag.

Keep in mind that baggage requirements for intra-European flights are different from transatlantic flights. When traveling on low-cost airlines, you may have to pay a fee for each checked bag.

**LAPTOP:** If you bring a laptop, it will be considered one of your carry-on items. You should purchase insurance to cover it in case it is stolen or damaged.

**VALUABLES:** Carry extra cash and travelers checks in a money belt or neck pouch. Do not carry all your cash in one place. Never pack money, valuables, or important documents in your checked luggage! When in doubt, don't bring an item as it may cause more stress than comfort.

**LOST LUGGAGE:** Make a list of everything you pack, then bring a copy of the list with you and leave a copy at home. This will be helpful if your luggage is lost and you need to identify the items and cost of your luggage. If your luggage is lost or mishandled, you must file a claim with airline personnel immediately. Do not leave the airport thinking it will be easier to do so at a later time. It won't be.

Airlines do not refund lost baggage unless you have original receipts, so keep your valuables with you at all times during travel.

### **Travel Documents:**

Before departure you should make copies of all of your important documents. Leave one set of copies with your family and take one with you to keep in a safe place separate from your original documents.

- The information page of your passport
- Entrance visa
- OFII form
- Insurance policies and contact information
- Your airline ticket

- Front and back of credit cards and phone numbers for credit card replacement (see the “Telephone and Internet” section of the “Home stay Accommodations” chapter for information about calling 1-800 numbers from France)
- Contents of your wallet
- Prescription medications
- Rail passes

### **Immediate Cash/Travel Funds:**

You will need some ready cash when you arrive at your program site. It is recommended that you bring approximately €100.00 in cash. You may want to purchase Euros at the airport on arrival, since banks will be closed on Saturday afternoon and Sunday. ATM cards can be used at any European airport, and also at cash machines in Toulouse. You can find more information in the Financial Information section of the handbook.

## **Flight and Arrival Information**

### **Travel Arrangements:**

All students are responsible for arranging and paying for their own international flight to/from Toulouse. Please be sure to notify the Dickinson Center if you are arriving early. If you plan to arrive in Toulouse before the beginning of the program, you are responsible for your lodging and transportation until the official arrival date. As there are no direct flights from the U.S. to Toulouse, please allow at least two hours for a layover in a European airport.

The following is a list of travel agents and websites students have used in the past. This list is not exhaustive, and the Center for Global Study and Engagement does not endorse any particular travel agent or booking website.

- Advantage Travel
- GT Tours (Latin America)
- STA Travel
- Student Universe
- Airline website (Delta/American/United, etc)
- Booking websites (Expedia/Skyscanner/Priceline, etc)

When you have booked your flight, please send a copy of your itinerary to your hosts in Toulouse and to Laura Raynaud ([raynaudl@dickinson.edu](mailto:raynaudl@dickinson.edu)) and complete the flight itinerary questionnaire found on the online application system at <http://dickinson.studioabroad.com>.

In general, passengers on international flights need to be at the airport at least 3 hours before departure. Be sure to leave yourself plenty of time for potential delays due to increased security measures. You will need your passport to check in and when you land, so have it available.

Also, be sure to have telephone numbers for your host and the Dickinson Center with you while you travel in order to contact them in case you miss a flight or encounter delays. You can ask to telephone your host and the Dickinson Center from your airline’s transfer desk.

**Immigration and Customs:**

In Toulouse, you will go through customs and immigration. Be patient and courteous to the officials and you will get through faster.

**Arrival in Toulouse:**

Your host will meet your flight at the airport in Toulouse, so you must share your itinerary with them. If your host is unable to meet you at the time your flight arrives, contact the Dickinson Center in advance. You should also notify the Dickinson Center and your host in advance if you are arriving by train. The first official function will be orientation at the Center on Thursday morning. Your host will assist you in getting to the Center.

## THE PROGRAM

---

The Dickinson in France program is a language and culture immersion program designed to help students better understand the French language, people and culture by encouraging them to become active members of the Toulouse community. Students live in home stays and take classes at the local universities with French students and at the Dickinson Center with French professors. The program regularly organizes cultural events and academic excursions to help students take advantage of the culture and the history in Toulouse and France. Students complete volunteer work as part of the program and some participate in internships or field experiences during their studies in Toulouse. Students also benefit from writing tutorials conducted by French students trained in French and American tutoring techniques.

### **The City of Toulouse:**

A thriving cultural and commercial center lying between the Garonne River and the Canal du Midi in southwestern France, Toulouse is famous for its brick structures that give the city its name of *la ville rose*. Toulouse is rich in art and architectural history. It was the capital of the Visigoths and the Carolingian kingdom of Aquitaine. Under the counts of Toulouse, it was the artistic center of medieval Europe, before being handed over to the French crown in 1271. Furthermore, the city boasts a Romanesque basilica (the church of St. Sernin) and the richly decorated *hôtels particuliers*, which display the wealth of the pastel merchants during the Renaissance. The enlightened design of the Hôtel de Ville brings the ancient and modern sections of the city together.

Toulouse is also the center of the French aeronautics industry (home of Airbus), so that the charm of old Romanesque France is combined with the excitement of high-technology modern France. The large student population in Toulouse makes the city lively and culturally interesting.

**CLIMATE:** The Toulouse climate is comparable to Carlisle - often rainy and cold during the winter (not much snow except in the mountains), and rather hot during the summer and early fall.

### **The Dickinson in France program's partner institutions:**

Dickinson's partnerships with 5 local institutions allow students to take classes adapted to their academic interests. Dickinson in France students take their courses at the Dickinson Center and in the partner institution of their choice. The partner institutions are:

Université de Toulouse 1 - Capitole (UT1) ; for studies in Social Sciences (Economics, Management, Marketing, Policy, etc.) - [www.univ-tlse1.fr](http://www.univ-tlse1.fr)

Université de Toulouse 2 – Jean Jaurès (UTM) ; for studies in the HUmanities, Arts, and Social Sciences (Literature, History, Psychology, Applied Mathematics, Sociology, Anthropology, Art History, Film, Music, etc.) - [www.univ-tlse2.fr/](http://www.univ-tlse2.fr/)

Science Po Toulouse; for studies in Political Science (International Relations, Media and Communication, Economics, Specialized programs in sustainable development, globalization and other current topics, etc.) - [www.sciencespo-toulouse.fr/](http://www.sciencespo-toulouse.fr/)

Institut Catholique de Toulouse (ICT) ; for studies in the Humanities and Social Sciences (History, Religion, Philosophy, Psychology, Communication, etc.) - [www.ict-toulouse.asso.fr/](http://www.ict-toulouse.asso.fr/)

**The Dickinson en France Study Center:**

The program's French name is Dickinson en France. The Dickinson Study Center is not far from the center of Toulouse and is accessible on foot or by public transportation.

The Center is equipped for study and has limited lounge facilities. A small library has magazines, newspapers, and books on the history, art, literature, and sociology of both France and the United States, as well as grammar texts, dictionaries, film collections, and access to the Dickinson College library website with all of its resources and databases. Writing areas in the library include computers. The building is also equipped with wireless Internet access. In addition, you will find a student lounge with a television and DVD player and a large work table for studying. The student lounge is open during business hours Monday through Friday.

## ACADEMIC INFORMATION

---

### **Use of the French Language:**

The Dickinson Center staff requires all students to use French as the only language of communication (oral and written) in the Center and during any program activities. If you are overheard speaking English, you will be asked to leave the building.

### **Academic Culture:**

European universities differ greatly from their American counterparts. Courses appear to be less intense. Classes follow a lecture format, often with little class participation or discussion. You will have to learn to work hard on your own with minimal guidance and take detailed notes during lectures. In most cases, you will not receive a detailed syllabus, but will be informed as the semester goes on of any assignments or exams. You alone are responsible for class attendance, keeping up with the readings, and mastering the material.

Professors will grade you the same way they grade French students. The grading system in France ranges from 0 to 20. Most students receive grades between 0 to 14; 15 and 16 are relatively rare, 17 and 18 are very rare, and 19 and 20 are almost never given.

The formal aspect of the work is very important. Professors will not accept torn-off pieces of paper, spotted, badly written or hand written papers. Always verify the grammar and vocabulary of your written assignments. **Never** hand in an assignment without re-reading it, correcting it with Antidote and, if possible, having it re-read by a tutor or a native French speaker. Some students will have the impression that they have less work than they do in the U.S. Be on your guard. A large part of assignments and exams are concentrated at the end of the semester, so it is important to pace yourself!

### **University courses:**

First-semester courses at the French universities start mid-September and finish in January. Second-semester courses begin in January and finish in May. Course selections are finalized in consultation with the Resident Director (see section "Course Selection" below). Students who choose to pursue a CEP (Certificat d'études politiques) at the IEP during their time in Toulouse must sign up for a social security account, which will be covered by the program.

### **Courses at the Dickinson Study Center:**

Below is a sample of courses offered in Toulouse. These course offerings may be subject to change each year.

#### **Fall semester (SUBJECT TO CHANGE):**

French 300, Toulouse Colloquium (required for all students arriving in the Fall semester), ½ credit

French 260, Writing Workshop (required for all students arriving in the Fall semester), 1 credit

#### **Spring semester (SUBJECT TO CHANGE):**

French 300, Toulouse Colloquium (required for all students arriving in the Spring semester), ½ credit

French 260, Writing Workshop (required for all students arriving in the Spring semester), 1 credit

French 320, Studies in Intercultural Communication, 1 credit

Intern 301, Internship Seminar + Internship, 1 credit

### **Academic Policy:**

- **All students must take the equivalent of 4 Dickinson credits per semester.** Students who wish to take more than 4 credits must petition to the Resident Director, their academic advisor at Dickinson, and the Center for Global Study and Engagement. If a student registers for more than the maximum courses allowed without permission, the course credit will not transfer. Students will also be responsible for any additional fees for doing this.
- Generally speaking, courses must have an equivalent at Dickinson. Exceptions include classes that focus on the culture and/or history of the country in which a student is studying.
- **Transfer credit:**
  - Only **liberal arts classes** will qualify for transfer credit.
  - Transfer credit will not be awarded for coursework that duplicates what a student has already completed at Dickinson.
  - Transfer credit is awarded only for classes in which a student earns a grade of C (9/20) or better. Course titles and grades for Dickinson courses taught at the Dickinson Study Center will be recorded onto the transcript and will count towards the GPA, *regardless* of the grade earned.
  - All courses taken at the local universities are recorded on the student's Dickinson transcript along with the grade earned, even though the grade is not computed into the Dickinson GPA.
  - **To document coursework completed at the University of Toulouse, students must keep a dossier of work completed, including syllabus, papers written, oral presentations, class notes, examinations, and the like,** to submit to the Resident Director and to the credit-granting department of the home institution.
  - **Institut Catholique de Toulouse and Université de Toulouse 2 Jean Jaurès courses in psychology are approved as “Dickinson courses”** by the Dickinson Psychology department. Letter grades earned for these courses will be included in the student's GPA.
  - Must be taken for a grade; pass/fail courses are not allowed.

All other courses taken at the universities will be listed on the Dickinson transcript with letter grades earned, but will NOT be computed into the student's GPA. For these courses, credit toward the degree will be granted **only if grades of “C” (2.00 on a 4.00 scale) or better have been earned**. Official transcripts of the grades earned at the universities are kept in the student's permanent file in the Registrar's Office at Dickinson College.

- **Course selection:**
  - Before arrival in Toulouse, students must fill out a form in which they select the

partner university in which they will study. On this same form, students will choose at least 10 courses they are interested in taking in the chosen university and send the form (signed by the student's advisor and the on-campus program coordinator) and to Laura Raynaud (raynaudl@dickinson.edu). Course listings and the blank *Choix de l'établissement universitaire et choix des cours* form are available on Moodle and will be sent via email.

- During the course selection process (both before departure and while in Toulouse), students must be in contact with their advisor in order to ensure that credit will be granted for each course by the corresponding department.
- **Unexcused absences:**
  - Professors will penalize repeated (more than 1) unexcused absences by lowering the students' final grade. A "no-credit" grade will be issued to a student with more than 2 unexcused absences. An excused absence is justified by a medical certificate.
- **Final exam periods:**
  - At the French universities, final exams take place during the first 2 full weeks of January (Fall semester) and mid-May (Spring semester).

The Dickinson program in Toulouse is designed as an intensive academic, language and cultural immersion experience. Students interested in studying the English language while in Toulouse are limited to enrolling in only one English-based academic course per semester of study in Toulouse. Any English-based course work done in Toulouse is to be done at the master's level.

**For non-Dickinson students:** The Registrar's Office will automatically send an official transcript of work completed with grades and course titles to the home institution once grades have been posted. Transcripts are usually sent to your institution later in the fall semester following your return. Know your home institution's policy on transferring credits beforehand, as you may have to get pre-approval. Your institution's policy will govern whether the credit will be counted toward the GPA. You should focus on your interests and credit needs. If you plan to take courses in a department other than your major, check the requirements with the respective department at your home institution before departure.

In regard to the required university and course selection form (see the "Course Selection" section), students should have the form signed by the on-campus contact for the Toulouse program in their home university.

### **The Dickinson in France Internship Program, Field Experiences and Volunteer Work:**

Dickinson in France offers internships for interested and qualified students participating in the **full-year** Toulouse program. Please note that due to the competitiveness for internship placements, there is no guarantee that all interested students will be able to participate in an internship. In order to complete a successful internship, both students and internship sites must meet certain requirements. Only motivated students with an excellent level of French will be considered for internships. These one-credit internships are composed of several elements: 120 on-site hours, a 20-30 page internship paper, an oral defense of the internship paper, and compulsory participation in a seminar offered at the Dickinson Center.



Potential interns must offer useful skills to his/her internship site, and the internship site must be willing to incorporate the student into the workplace in order for the student to benefit from a worthwhile learning experience. An information session for full-year students interested in completing an internship will be held during the Fall semester.

Semester-only students may complete field experiences in addition to their studies in Toulouse. Dickinson center staff can help interested students find the organisation that best suits them. Students interested in a field experience should contact the Dickinson Center staff before arriving in Toulouse. Field experiences help students take an active part in the Toulouse community and require commitment on the student's behalf. However, academic credit is not granted for these activities.

### **Textbooks:**

All of your textbooks can be purchased in Toulouse. Textbook expenses are not included in the program fee. Most students report spending less money for books in Toulouse than in the U.S. You should bring a good French-English dictionary, plan to purchase one upon arrival or use a good electronic dictionary. Many of the books used in university courses can also be accessed in the university library and some city libraries. Plan on purchasing the software program *Antidote* to correct French grammar for your written work. While the program is somewhat costly (\$125 on [www.amazon.ca](http://www.amazon.ca)), it is useful for correcting your work while in Toulouse and costs less than what most students would spend on grammar books and dictionaries at the campus bookstore. *Antidote* is also available on the Dickinson Center computers for on-site use.

### **Accessing College Library Resources from Dickinson Global Library:**

If the libraries at your abroad site do not have the resources you need, or if you have trouble getting the assistance you need for your research projects, please remember that you can access all the resources and services from Dickinson College Library no matter where you are. All you need to do is to go to the Dickinson Global Library page

([http://lis.dickinson.edu/Library/Research/Global\\_Library/LibraryResourcePage.htm](http://lis.dickinson.edu/Library/Research/Global_Library/LibraryResourcePage.htm)).

You can access the page on the library website under "For Students," or "For Faculty," or "Doing Research."

From the Dickinson Global Library page, you will find detailed information on

- How to find journal articles through the online databases
- How to find books and have them sent to you
- Research resources available online such as subject guides and online reference works
- And most important of all, how to get in touch with a Dickinson College librarian via phone, email, and instant messaging and get the assistance you need.

## **HOME STAY ACCOMMODATIONS**

---

### **Getting Along with your Host:**

Living in a home stay overseas can be an intensely rewarding experience, but students need to be prepared for a period of challenging inter-cultural adjustment. Your host has a different way of life (and a different set of rules) from what you are used to at home or on campus. Naturally, it will take you a while to feel 'at home' in this new environment. In the beginning, you may act like and be

treated like a boarder. Whether you remain that way or whether you eventually integrate yourself into the life of the household will depend upon your initiative, adaptability, and acceptance of traditional habits and attitudes toward life in general. As you interact, you will notice differences. Some of these will be easy to accept and adjust to, while others may at first feel uncomfortable. Flexibility, communication, and openness to learning your host's ways of doing things will increase your success in learning about your new culture. Remember that this is a home stay and not your "real" family, and that you should begin the experience with an open mind and a realistic set of expectations.

There is no infallible recipe for the success of your home stay, but the tips below may help you to adjust more smoothly and quickly.

### **In the beginning...tips for daily life:**

1. Although each host is different, be aware that they generally expect to have an adult relationship with the students they house. They will respect your independence while remaining open to exchanging ideas and conversation. Mutual trust and open communication is essential for a successful relationship.
2. Do not hesitate to ask your host questions or to start conversations with them. Remember, your host is an excellent resource. By starting conversations, you are initiating an immediate rapport. Hiding away in your room will communicate to the family that you do not wish to interact with them. Communication is the key to a successful relationship with your host.
3. The first few weeks are very important in establishing a "base" with your family in Toulouse. Therefore, try to avoid planning long trips the first few weekends. If you really want to travel right away, day trips to nearby Albi or Carcassonne are a lot of fun and still leave you free time with your family. The key is to settle in before you start moving around.
4. Although you might feel awkward at first, it is very important to communicate openly with your host. A problem that seems complicated for you to solve (the heat is not working correctly in your bedroom) may be very easy for your host to fix (the radiator works differently than what you're used to and your host can show you how to use it). Your host would surely prefer that you ask for help rather than be unhappy in your home stay!
5. We suggest keeping your schedule as flexible as possible in order to take advantage of activities proposed by your host. By joining your host if invited, you will get to know each other better while improving your French at the same time.
6. Be yourself with your host and be polite. Remember, although you are living with them and would like to be a part of the family, you are still a guest in their home. Do not assume immediately that you are afforded certain privileges just because you live with them. When you eat meals with your host, ask if you can help set the table, clean up, etc. Be sure to ask to watch TV and to use the phone. If you do not want your host to clean your room, ask for what you need (vacuum cleaner, dust cloths, etc.) and clean it yourself. Be sure to leave the bathroom or any other shared spaces clean after each use.
7. Do your best not to betray your host's trust. Respect their rules, and always ask permission before inviting anyone into the home. If you feel the rules of your host are unreasonable, talk to a Dickinson Center staff member.

8. On your first day in Toulouse, ask each of the people in your home stay what they prefer to be called (“tu” or “vous,” first name or Madame/Monsieur and their last name). Until you know what they want to be called, use “vous” with adult members of the family and “tu” with children or young adults.
9. Observe, observe, observe! Adopt your host’s patterns, such as keeping doors open or closed and being careful not to waste hot water and electricity. Be open-minded and flexible; there will be differences, so accept them.
10. Do not expect your relationship with your host to resemble your relationship with your family. Some hosts are more open to a close relationship while others prefer to maintain a certain distance.

### **Meals:**

#### **BREAKFAST:**

All breakfasts are provided for you, but do not be surprised if you are not always with your host for this meal, as morning schedules often differ. Also, many French people drink their coffee or tea from bowls in the morning and breakfasts vary: bread, butter and jam, fruit, yogurt, cereal. You should not assume that you can help yourself to whatever is in the refrigerator; if there is any doubt, ask! Also, breakfast is a *morning* meal. If you wake up late, you will not be entitled to help yourself to breakfast food at any hour of the day. If you want breakfast, wake up in time to eat it!

#### **OTHER MEALS:**

1. You can choose between eating three or five meals with your host per week, and together you will choose the meals that you will eat with them. The days may vary from week to week as the schedules of you and your host change. During vacation periods, you are not expected to take meals with your host.
2. Occasionally, your French family will tell you to serve yourself. Be careful, especially in large families, not to take too much—it is better to take a little less than too much. Besides, there are always seconds. In the case that you are offered extra helpings that you do not want, you will not offend your host by politely refusing.
3. Bread is usually served with every meal; however, butter is offered only at breakfast. In France, bread is often used as a utensil as much as a food, so do not be surprised when you see your host wiping the plate with a piece of bread.

**TELEPHONE AND INTERNET:** You should ask permission and determine if there are any rules or restrictions before using the phone. Generally, telephone use is more expensive overseas than in the U.S. and long, wide-ranging telephone calls are not the custom. Be aware that there is a charge for local calls, not just for long distance, and that calling a cell phone is even more expensive. Most households have only one line, one telephone, and no call waiting. Therefore, be considerate, learn the host’s expectations, and go by them. We encourage students to purchase a low-cost cell-phone for themselves upon their arrival for contacting friends, for emergencies, etc.

If you receive permission to use the home telephone for incoming calls, you should discuss with your host when it is appropriate for your family and friends to call. Inform your family and friends of these times as well as the time difference between the U.S. and your location. Friends should be asked not to call during mealtimes. When your parents call you on either your host's phone or your cell phone, it is free. Please remember that there is a six-hour time difference between the U.S. (East coast) and France (it is six hours later in France).

For making long distance phone calls, you will need a **pre-paid phone card**. **A better option is to use Skype** for long distance calls. More information can be found in the Communication Information section of the handbook (p. 41).

To call a 1-800 number from France, you must replace 1-800 with 1-880. The call will not be toll-free.

Whereas nearly all of Dickinson in France's host families provide wireless Internet access, it is important to realize that Internet service can be less reliable than in the U.S. In general, the French culture is less reliant on Internet than American culture, and Dickinson cannot guarantee 24/7 Internet access in their host's homes. Dickinson does provide free wireless Internet at the Dickinson Center during office hours, which allows students ample time for using the Internet for academic purposes. French professors will expect you to work with books provided in the bibliography of the course, and rarely with on-line material.

In any case, we encourage you to limit your Internet use to match your host's habits and to create a healthy balance between staying in touch with your friends and family in the U.S. and taking advantage of the time you spend in France. When you want to interact with your host family, shut down your computer. It is not appropriate to participate distractedly in an activity with your host (i.e. discussion, television, games) while using Internet at the same time. This behavior is considered rude.

For local calls, students often buy a pay-as-you-go cell phone. Several cell phone companies exist in Toulouse, but students should be certain to choose a cell phone service without a minimum time commitment. In some cases, students can simply purchase a SIM card for a telephone they already use in the US (i-Phones, for example). It is preferable to choose a French cell service provider rather than to pay for international coverage from your US cell provider, as your local contacts (hosts, friends, etc.) will be hesitant to call a pricey, international number to reach you.

**ENERGY/WATER:** The cost of energy overseas is much higher than it is in the U.S. Your hosts will most likely be energy conscious and want to conserve energy because of a general belief in conservation. Be respectful of this in your behavior. Switch off lights and other electrical devices when you leave a room. If you come in late at night, do not leave the lights on in the corridor or hallway. Do not be impatient or annoyed when reminded about leaving lights on or about energy consumption in general. Open your curtains during the day to make use of the sun's rays.

Similarly, you may notice greater concern for water conservation as well. The French are not in the habit of taking extended showers, but take quick showers (5 minutes maximum). You should try to follow the example of those around you and remain flexible and understanding as you adjust.

**VISITING HOURS:** Your hosts in Toulouse have agreed to welcome you into their home, but they are not expected nor required to welcome your guests. Some hosts accept student's guests readily and regularly, others limit guests to special occasions. This often depends on personalities (your hosts and yours), physical space in the home, your mutual relationship and trust levels, etc. Before inviting friends over, always ask permission from your host and check for their plans and expectations. You can expect restrictions in the number of visitors you may have at one time. Moreover, you cannot assume you will be permitted to invite friends of the opposite sex. Be sure to discuss these things with your family first so that you understand what is expected. **Do not invite guests to your host's home without their permission when your host is absent.**

Another frequent source of tension is when friends or family members arrive on visits from the U.S. Your host is not required to accept these visitors in their (or your) rooms. Permission to have someone stay overnight is an exceptional occurrence, not generally or lightly given. **Do not make the mistake of regarding your room as a hotel.**

**KITCHEN PRIVILEGES:** Limited kitchen privileges are included in the home stay agreement, but you must establish what your host permits at the beginning of your stay. You might want to wait awhile and observe family customs and practices in the kitchen before you ask permission to use it. In any case, you should not expect more than limited use. If you are granted permission, be sure that you understand what appliances you may use and that you clean the kitchen when finished.

#### **LAUNDRY:**

Your host will allow you to do your own laundry or may do your laundry for you. They will provide you with sheets, bedding and bath towels.

**FINAL REMARKS:** This section reviews only some aspects of life with a host, so be aware that this new experience will require adjustment in many ways. One could say that adjustment is the primary vehicle of cross-cultural learning. The home stay experience will reward you richly if you remain flexible, keep an open mind, and maintain a sense of humor. Your host will be ready to help you, but both sides must share in making your stay a success, and both must realize that it takes time to establish a routine and achieve integration. Upon your arrival in Toulouse, you will sign a written agreement with your host to ensure that all parties clearly understand the conditions of the home stay.

PLEASE LET SOMEONE IN THE PROGRAM KNOW IF YOU FEEL THE TERMS OF THE ARRANGEMENT ARE NOT BEING FULFILLED. (If there are difficulties, the program will serve as mediator between you and your host).

#### **AND FINALLY:**

"Try to integrate yourself into the home as much as you can. The more you experience it first-hand, the more rewarding it can be."

"Accept your hosts for who they are, respect them, and remember that you are representing America in their eyes for the time that you are staying with them."

"Don't expect to feel comfortable with your host right away. It will take some time to adjust. Your home stay definitely gives you a chance to really experience and observe French culture."

"Ask your hosts questions and engage with them. They are proud of their culture and happy to share it with you as long as you stay open minded."

## LIFESTYLE ABROAD

---

### **Entertainment and Recreation:**

You will enjoy a rich and varied social life in Toulouse. Movie theatres are plentiful, and students pay a reduced entrance fee with their student cards. You can enjoy music of all kinds; there are festivals, rock concerts, international singing competitions, and opera. Toulouse also has several theatre and dance companies. You may just enjoy walking around the beautiful city, surrounded by parks with fountains, sculptures and formal gardens, or strolling through the museums and galleries, churches and cloisters.

In the past, students have participated in a variety of individual and group sporting activities as well. There is easy access to skiing and hiking in the Pyrenees Mountains. You may join the local crew or basketball teams, run cross-country, or participate in one of the many university clubs. Dance has been a favorite of many students.

### **Meals and Shopping:**

French breakfasts are light but satisfying. Bread and butter with jam or cereal often accompany coffee, tea, or hot chocolate. The French eat lunch between noon and 2 p.m., and tend to have dinner late, around 8 p.m. They are fond of lingering at the table and engaging in casual conversation. Be prepared to talk about the United States. It is one of their favorite topics.

You will want to get out and try the delicious French cuisine and the specialties of the area. The Southwest has its own regional cuisine. When you go shopping, you will have the best of both worlds; you will not only be able to shop at the larger supermarkets, but also at small shops. Try the open-air markets as well.

In many smaller French cities, almost everything except restaurants closes from noon to 2 p.m. Certain services in Toulouse may also not be available at those times, but for the most part, shops stay open until 7 p.m. It is common for food stores and boulangeries to remain open until 8 p.m. On the other hand, banks, shops, and almost everything else will be closed on Sundays and national holidays.

For meals on your own, be mindful of spending and explore different cafes around Toulouse. Scout out options that give you the most bang-for-your-buck. For example, school cafeterias tend to be the best deal for your money.

### **Places of Worship in Toulouse:**

If you wish to attend religious services in Toulouse, you will find ample places of worship and religious organizations. A quick internet search for “lieux de culte Toulouse” will give you an up to date list of churches, synagogues, mosques, etc. Many religious establishments organize special events or shared meals for students.

## FINANCIAL INFORMATION

---

### **Monthly allowance:**

You will receive a monthly allowance to pay for meals not taken with your host and to help defray the cost of transportation to and from the University. Students may choose to take 3 or 5 meals a week with their hosts, though the majority of students elect to take 3 meals. During vacation periods, host families are not obligated to provide meals. During months with vacation periods, please note that students who take 3 meals per week will receive their normal monthly stipend and students who normally take 5 meals per week will receive a small additional compensation per week.

Expenses for food can vary greatly. You can save money by eating at the *Restaurants Universitaires*, student cafeterias, for €3,15 per meal. Tickets for the cafeterias can be purchased at the CROUS at the university. There are several '**Resto-U**' located throughout Toulouse. You can also do your own grocery shopping and prepare your own food.

Please note that your monthly allowance is intended for food and transportation costs only and is not meant to cover leisure or traveling expenses.

### **Bank Account:**

You should have some extra money (about \$400) in your American checking account, at least for the first month. Shortly before your arrival in Toulouse, the staff at the Dickinson Center will open a bank account for you at the **Crédit Agricole** (CA), Pont des Demoiselles, Toulouse. You will receive a French debit card about 10 days after arrival. After opening your account, the program will immediately deposit your first stipend and will continue to electronically transfer money into your account once a month for your food and transportation money stipends. Second, you can deposit both travelers checks and foreign checks in your account. However, checks in American dollars take approximately two weeks to clear and there is a large exchange fee.

You are responsible for your French bank account. Please note that penalties for overdrawing accounts in France are severe. With your debit card, you can withdraw up to 300 euros at ATM machines over a period of 7 consecutive days in France or abroad, or you can purchase up to 750 euros of items in stores in France or abroad. You can modify these limits by contacting the bank. Many students modify their limits for vacation periods.

### **Transferring Money:**

The most inexpensive way to transfer money from the U.S. to your French bank account is by withdrawing euros with your American bank card at an ATM machine in France. You can then deposit the cash in your French bank account. This method will only cost you the fees your American bank charges for a foreign withdrawal. However, be careful of foreign cash withdrawal limits imposed by your American bank. Check with your bank before leaving.

Past participants have suggested the following:

- Be aware that any money deposited (including your monthly allowances) cannot be withdrawn until it clears the bank. This usually takes about 1 or 2 days.
- You may not under any circumstances overdraw your account. This is a national banking policy and there can be stiff consequences!



To deposit or cash travelers checks, you will need to show your passport at least until the bank knows you. Simply tell the bank teller you would like to exchange money (**changer**) or deposit it (**verser sur mon compte**). A withdrawal is a **retrait**.

### **ATM (guichet automatique or distributeur):**

Automatic teller machines (ATMs) are a convenient way to transfer money and exchange currency. ATMs connected to international networks such as Cirrus and Plus allow you to retrieve cash in the local currency directly from your bank account in the United States. Inquire at your bank to be sure that your ATM card will allow cash withdrawals abroad. ATMs overseas will accept only cards that access checking accounts in your name.

### **Credit Cards:**

Many major credit cards (e.g. Visa and MasterCard) are accepted abroad, depending upon the country. A credit card can be very useful for big purchases: restaurants, hotels, shops, and airline tickets, or for an emergency, in which you can track your spending. When you use a credit card it should be in your name and you should verify your credit limit before you depart the US.

### **Check on Fees with Bank and Credit Card Companies:**

Before leaving the U.S., check with your local bank and credit card companies about fees for using your card overseas. Many banks and credit card issuers impose additional charges on foreign transactions; others such as Capital One (at least at print time) do not. If the fees are hefty, consider withdrawing larger amounts of cash from the ATM and taking only what you need and keeping the rest in a safe place. Only use credit cards with high fees for big purchases or in emergencies.

You should notify your bank and credit card companies that you are going abroad for an extended period of time, and make sure to let them know to which countries you intend on traveling. Otherwise, when they see charges on your card from a foreign country, they may assume that your card has been stolen and suspend your account. Keep a separate record of your credit card numbers and phone numbers of the companies so you can report theft or loss of your card quickly.

### **Spending Money:**

Students sometimes ask how much spending money they should plan to have during their time abroad. This amount depends, of course, on the lifestyle you adopt and how much you plan to travel. In general, you should plan on a **minimum** of an extra \$2,200 for the semester and \$4,400 for the year.

Note from a student: It may be helpful to monitor expenses by keeping a written record of your spending. This can also help you plan for big spending occasions – for example, trips and excursions.

### **Work Study:**

Those Dickinson students who indicated that they wished to be considered for College Work/Study (CWS) employment in Toulouse will receive notification directly from the Financial Aid Office if

CWS will be part of their financial aid package. Students will share a limited number of positions, earning up to the maximum amount detailed in their financial aid package. Work includes secretarial tasks and work around the Center.

CWS payments are made bi-monthly; earnings will be deposited directly into each student's designated U.S. bank account. In order to collect your CWS earnings, you must have filed a W-4 form, an I-9 form, and a bank deposit form in the Student Payroll Office before leaving campus.

Other options to earn money are to give private English lessons to French children or to babysit, other students have obtained paid positions as English tutors with the program's partner universities. These are excellent ways to earn money, to improve your own language skills, and to create a bond with French people outside of your host and the Dickinson Center.

## COMMUNICATION INFORMATION

---

Students sometimes tell family/friends that they will phone home the minute they arrive. However, plans often go awry because of plane or train delays, unavailability of an international phone line, etc. To save parents and loved ones worry, we suggest an agreement to call or e-mail at the earliest convenient time, rather than promising to call at once.

E-mail, cell phones, and Skype allow students to keep in closer touch with family and friends back home than ever before. There is a good side to this, but it is possible to overdo it so that you focus too much on home to the detriment of your abroad experience. Consider writing frequent letters, postcards or a blog instead. These can be reread and kept as a record of your time abroad.

### **Mail:**

All correspondence between you and family/friends should be sent via air mail in both directions. Otherwise, it could take months to get to you. In general, letters will take 5 - 8 days to be delivered. When sending mail from France, be sure to have letters weighed, since weight limitations are much stricter in Europe and incorrect postage can result in rejection and possible loss.

All your personal mail should be sent to you at the address of your Toulouse host. That way you can be assured of receiving your mail more promptly. The name of your family and the address will be sent to you from Toulouse before you leave the U.S.

If your friends or family plan on sending you packages, remind them that you may be required to pay taxes and/or customs fees according to the declared value of the package. We recommend using the U.S. Postal Service rather than U.P.S. for sending packages for a good quality of service at a reasonable price.

### **Telephones:**

For general information about using the telephone, see the "Telephone and Internet" portion of the "Home stay Accommodations" section.

### **Cell Phones:**

Most students purchase cellular phones while in France. This is an excellent way to communicate with other students, to be accessible to family and friends at home, and to be reachable in the event of an emergency. It may, however, be very expensive to make international calls from your cell phone. Students choosing to get a French cell phone should purchase pre-paid minutes that do not require subscribing to an overseas cell phone service. Many previous participants of the Toulouse program sell their cell phones to future program participants at a low cost.

### **Computers:**

Although bringing a laptop is not required, it is recommended to bring a laptop if you already own one. It can be useful for doing academic work, such as writing papers, on your own and after office hours, when the Dickinson computers are no longer available for use. The Dickinson Center is also

equipped with wireless capabilities.

If you plan to take a laptop, make sure it is compatible with 220 voltage before you leave. Some laptops have built-in converters, but a laptop will need a plug outlet converter. The University of Toulouse computer rooms provide e-mail access, and four computers are available at the Center.

**Internet Access:**

Wireless Internet access is available in the Dickinson Center when it is open. Most host families will also have wireless Internet access.

**E-mail:**

Remember that official communications from Dickinson College (for example, instructions from the Registrar, Campus Life, or the Center for Global Study and Engagement) will be sent to your Dickinson e-mail account. If you ordinarily use another e-mail account, remember to check your Dickinson account regularly for messages, or have your Dickinson account forwarded to your personal e-mail account. Also, be sure to clear your Dickinson Inbox regularly so that messages can reach you. Make sure you empty your Sent and Deleted messages box regularly so that messages can reach you and do not bounce back.

## TRANSPORTATION AND TRAVELING WHILE ABROAD

---

***NOTE for fall 2021 and academic year 2021-2022 participants: As a reminder travel outside of France is currently not permitted due to COVID-19. Students should refer to their signed liability waiver and student compact for more information.***

### **Program Excursions and Cultural Events:**

As a part of students' academic work, Dickinson in France organizes group access to cultural events (concerts, theater, etc.) once a month for program participants. These cultural activities are included in the program fee and may include opera, theater, ballet, concerts, poetry readings, etc..

In addition, Dickinson in France plans several academic excursions per semester, some of which are mandatory and others that are optional. Transportation, group visits or activities, and some meals during excursions are included in the program fee. Personal expenses are not included.

**During group excursions, students must travel with the group in order to participate in the trip.** Students may not, for example, make individual plans to travel to Paris for the mandatory trip to Paris; the group must travel together. Students who sign up for optional excursions or cultural events are expected to participate.

### **Vacation Travel:**

During vacation periods, you will have the opportunity to organize personal travel. We recommend that you remain in French-speaking areas to aid in language acquisition. Near the end of each semester, you will have little time for travel because of your examinations and/or final papers. If your family or friends plan to visit you, organize these during vacation periods; try to avoid scheduling trips and visits during January and April/May, which are exam periods.

### **Transportation:** (Please note this information is subject to change.)

**IN TOULOUSE:** The city center of Toulouse is relatively small and easy to get around on foot. Bicycles are also a very popular transportation choice, but we recommend wearing a helmet. Bicycles are readily available for short-term or long-term rentals. A well-developed bus and metro network can help you cover longer distances, and taxis are easy to contact for late-night outings.

**IN FRANCE:** For travel elsewhere, the French rail system is well organized and efficient. You can be assured of a seat on a train only by purchasing a seat reservation (**une place reservée**) several days in advance; you should do so for all but the shortest trips, and especially during **vacances scolaires**.

**AIRPLANE TRAVEL:** Discount airlines (such as Easy Jet or Ryanair) offer flights from Toulouse or neighboring cities like Carcassonne to European destinations. Book trips several weeks in advance for the best deals.

**INTER-CITY BUS TRAVEL:** An inter-city bus service is useful for short distances or for traveling in the immediate area of Toulouse. You can also travel between European cities cheaply by bus, often by traveling overnight. Tickets can be purchased through the Eurolines company at the Gare Routière, next to the train station.

For more information travel in France, check in the travel section of a French travel guidebook.

### **Travel Guides:**

*Insight Guide: France*, *Let's Go: The Budget Guide to Europe*, *Fodor's France*, *Lonely Planet*, and *Let's Go: France*, which are especially written for the student traveler, plus *Europe on \$25 a Day* and the excellent Michelin *Green Guides* are comprehensive and helpful travel guides. (Some of these can be found in the Dickinson College bookstore or the Dickinson Center library.) To help save money, check [www.amazon.com](http://www.amazon.com) or [www.half.com](http://www.half.com) for used travel books.

### **International Student Identity Card (ISIC):**

The ISIC card, or International Student Identity Card, can be used internationally to identify oneself as a student, thus qualifying in many countries for discounts on airfare, museums, theaters, and the like. Other benefits include a Help Line for emergency assistance, as well as supplemental hospital and accident insurance. ISIC cards can be purchased on line at [www.isic.org](http://www.isic.org).

### **Safety while Traveling:**

Whenever you travel, take care of your belongings and safeguard your credit cards, mobile phone, and cash at all times. One of the safer places to carry your passport and money is in a breast pouch tied at your neck or in a money belt strapped at the waist, under your shirt. A word to the wise: keep a small amount of money easily accessible so you do not have to dig into your hidden money in public. Avoid traveling with unnecessary items, such as keys, your U.S. Driver's License, etc.

## Health, Insurance & Safety

---

### Health Care

You can be assured of good medical care when you are in Toulouse. The program staff will help you make appointments if needed.

#### **AIDS and STDs Overseas:**

You are at the same risk for AIDS and STDs while abroad as you would be at home since your risk of infection depends on your behavior. Therefore, if you are sexually active, use good judgment and common sense. It is also highly recommended that you carry a personal supply of condoms and birth control, especially if traveling to underdeveloped regions of the world.

### International Travel Assistance and Insurance Information

All students enrolled at Dickinson College traveling outside of the United States participating in Off Campus Studies Program or Immersion of Service Programs of the College have access to International SOS, a medical and security travel assistance company, and are covered under the Chubb Global Medical insurance plan.

The fee is included in your study abroad program and includes:

- International SOS (Intl.SOS) emergency assistance coverage
- Global Medical plan underwritten by CHUBB ACE

Please review the [CGSE Health and Safety website](#) for the most up to date health, safety, and insurance information.

### Health Matters

#### **Medical Check-ups:**

Before leaving the United States, you should visit your physician, gynecologist, eye care specialist, and dentist. Make sure you are in good health before going abroad so that you can avoid any potential problems.

#### **Immunizations/Inoculations:**

All students going abroad should consult with the Dickinson College Health Center or your personal physician to make sure that all of your routine inoculations are up-to-date. These include measles, mumps, rubella (MMR) and diphtheria, pertussis, tetanus (DPT). For more up-to-date country-specific information about immunizations and other health precautions, consult the Center for Disease Control (CDC) website at [www.cdc.gov/travel/](http://www.cdc.gov/travel/).

#### **Medications:**

Prescription/non-prescription medication(s) should be in the original container from the pharmacy and labeled with your physician's name, your name, and the medication name and dosage. **Do not**

**transfer any medication into an unmarked container.** You should also carry a written letter or prescription from your physician verifying that this medication was prescribed by a licensed practitioner and is necessary for medical reasons. If you are on prescription medications or take particular over the counter medications, such as a certain painkiller, you should take enough with you to last the duration of your stay. It is neither advisable nor legal in some circumstances to ship medications by mail. It is your responsibility to make sure that your medications are legal in your host country. You can find this out by consulting the consulate website of the country you will be visiting. You may also want to take along some cold/flu medication, anti-diarrhea, and anti-fungal medicine. Women prone to gynecological infections should take a supply of medication. Be aware of recent changes in airport security regulations limiting the types of liquids or gels that can be transported in carry-on luggage.

The Center for Disease Control recommends that students with diabetes or health situations that require routine or frequent injections should carry a supply of syringes sufficient to last their stay abroad. If you carry narcotics or syringes, you should also bring a copy of the prescription and a statement from the prescribing physician.

### **Mental Health, Stability, and Stress:**

For students under the care of a counselor or psychiatrist, please be sure that you see him/her before you depart from the US. Participating in a study abroad program in another country will not lessen any emotional issues that you may presently be experiencing. When you are abroad, you will probably experience various states of excitement and frustration as a result of the opportunities and differences presented by the new culture. These alternating emotions are usually related to the natural phenomenon of culture shock, which occurs when people adapt to a new culture and surroundings. As you become accustomed to your new surroundings and establish a routine, these feelings will begin to subside. If homesickness, depression, or eating disorders persist, consider seeking out professional assistance.

### **Special Accommodations:**

The accommodations available to students with disabilities in the United States may not be available to students studying abroad. It is unlikely that you will find the same medications, medical and/or psychological care, or support services at your study abroad site that you would at home. For you to fully assess whether you will be able to successfully complete a study abroad program, we encourage any student with special needs to review the program descriptions and to visit websites about the community in which you will be living and learning. If you wish to have assistance from the College in helping you to assess your ability to succeed in studying in a particular program or in identifying programs where more support may be available, you are encouraged to disclose your situation on the medical forms you completed during the application process or to come talk to the Center for Global Study and Engagement. Such disclosure is completely voluntary. If you travel to an abroad site, you will be expected to fully participate in the program. Therefore, you need to inform yourself about the demands of the program in order to plan ahead and to prepare to cope with your health needs in a new environment.

### **Health and Safety in Flight:**

For safety and comfort, wear loose-fitting, natural-fiber clothing during your flight. Do not wear snug-fitting or heeled footwear! If possible, avoid wearing contact lenses. Low humidity in flight tends to remove the moisture from the eye's surface. It is helpful to do seat exercises or to walk in the aisles in order to maintain good circulation. One easy exercise you can do is to tap your toes



while keeping your heels on the floor. This pushes blood up your legs and reduces swelling. Tap for several minutes every hour or so.

It is always advisable to sleep during long flights. You should avoid alcoholic beverages in flight because they cause dehydration. Recycled air also has a drying effect, so you should drink only non-alcoholic beverages regularly. If you require a special diet, be sure to notify the airline at least 72 hours before departure.

The most common difficulty or problem that can result from flying is known as jet lag, which is the sudden sense of fatigue or wakefulness at the “wrong” time. Jet lag is more pronounced flying east than flying west. Veteran international flyers recommend going to bed and getting up at the customary local time from the beginning. This helps the body adjust quickly. Avoid naps until fully adjusted to the new time zone; the body confuses naps with night sleep.

### **Health Tips:**

By using common sense and taking everyday precautions, you can safeguard your health. Here are some tips:

- Inform yourself about the particular health risks of the country you will be visiting and be meticulous in observing recommended precautions.
- Students with existing medical conditions should consult their personal physicians regarding special precautions they may need to take. It is important to tell your physician the location(s) you will be visiting.
- If you wear glasses or contact lenses, take along an extra pair, plus a copy of your lens prescription. Pack enough lens cleaning solution for the entire trip.
- Always carry a wallet card or wear a necklace or bracelet stating any special conditions you have (such as diabetes, asthma, etc.). Be sure to list allergies to specific medications.
- If you are sexually active, use a condom. You may have trouble finding reliable brands of condoms abroad; consider taking a supply.
- Take care of yourself while traveling: try not to wear yourself down, avoid excessive exposure to the sun, drink plenty of liquids to stay hydrated, and try to get enough sleep.

### **Health and Safety information resource online:**

Check out the Student Study Abroad Safety Handbook at <http://www.studentsabroad.com>.

This is a resource intended for students’ and parents’ direct use. It offers exhaustive checklists and resources covering all kinds of topics related to safety abroad.

### **Personal Safety:**

While abroad, students should always be aware of their surroundings and use common sense. It is easy to fall into a false perception of safety and to let your guard down. Students abroad can be easy targets for crimes involving theft, such as pick pocketing, purse snatching (from a motorized vehicle), theft of unattended backpacks or baggage, and the like. Criminals often operate around bus and train stations as well as tourist attractions (including museums, monuments, schools, subways, beaches, etc.). Safeguard your documents and money at all times! Do not walk home alone late at night. Do not make yourself an easy target. Use the buddy system or call a cab. Also, always keep the local emergency numbers for the police, fire station, and ambulance with you.

### **Emergency Procedures:**

In the case of an emergency affecting the public, please abide by any emergency procedures put in place by your program director.

**Safety while Traveling:**

If you have an emergency while traveling, contact local authorities, International SOS and the program director at once. In a medical emergency where you cannot make arrangements ahead of time with ISOS, be prepared to pay up front and submit receipts to your insurer for reimbursement later. In case of the loss or theft of your passport, contact the local police and the nearest U.S. Embassy or Consulate.

**Family Emergencies:**

Since you will be far away from home for an extended period of time, it is good to discuss with your family what to do in the case of a family emergency while you are overseas. This should include what you would do if a family member becomes ill or dies.

It is important to consider how your family will respond if you are involved in an accident or suffer from a severe illness while abroad. We advise one or both parents to obtain a current passport in case of emergency. This should be done before you depart the U.S.

**Final Thoughts:**

Observing these mentioned precautions will be reassuring to you and to your parents, relatives, and friends at home. However, being overly concerned with safety should not interfere with the enjoyment of life and study in another country.