

# TABLE OF CONTENTS

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<b>WELCOME TO THE SEOUL PROGRAM</b>	<b>(page 3)</b>
Important Reminders <b>(page 3)</b>	
Important Contact Information <b>(page 4)</b>	
<b>GENERAL INFORMATION</b>	<b>(page 5)</b>
General College and CGSE Policies <b>(page 5)</b>	
Conduct and Discipline Policies <b>(pages 6-7)</b>	
Extension of Stay and Early Withdrawal: Process & Penalties <b>(pages 7-9)</b>	
Program Fees/Financial Aid Information <b>(page 9)</b>	
<b>PROGRAM PREPARATIONS</b>	<b>(page 10)</b>
Things to Take Care of at Dickinson	
• Declaring a Major <b>(page 10)</b>	
• Student Accounts and Financial Aid Loans <b>(page 10)</b>	
• Career Center Resources <b>(pages 10-13)</b>	
Legal Matters <b>(page 13-14)</b>	
• Limited Power of Attorney/Income Tax Declaration/Absentee Voting	
Insurance Information <b>(pages 14-15)</b>	
Health Matters	
• Medical Check-ups/ Immunizations/Inoculations/ Medications <b>(page 16)</b>	
• Mental Health, Stability, and Stress/Special Accommodations <b>(pages 16-17)</b>	
• Health and Safety in Flight/Health Tips <b>(page 17)</b>	
<b>TRAVEL PREPARATIONS</b>	<b>(page 18)</b>
Passport/Visa Information <b>(page 18)</b>	
Information for International Students <b>(page 19)</b>	
Packing Tips and Travel Information	
• Packing Tips/ Carry-on and Checked Luggage <b>(pages 19-21)</b>	
• Travel Documents/Immediate Cash-Travel Funds <b>(page 22)</b>	
Flight and Arrival Information <b>(pages 22-23)</b>	
<b>THE PROGRAM</b>	<b>(page 24)</b>
Seoul, South Korea	
Yonsei University	
<b>ACADEMIC INFORMATION</b>	<b>(page 25)</b>
Academic Culture/Courses <b>(page 25)</b>	
Transfer Credit/Grades <b>(pages 26-27)</b>	
Accessing the College Library Resources from Off-Campus <b>(page 28)</b>	
<b>LIFESTYLE ABROAD</b>	<b>(page 29)</b>
Living Accommodations/Host Family Program <b>(page 29)</b>	
Student Meals and Korean Cuisine <b>(pages 29-30)</b>	
<b>FINANCIAL INFORMATION</b>	<b>(page 31)</b>
Money and Banking	
ATMs; Credit Cards; Spending Money	

<b>COMMUNICATION INFORMATION</b>	<b>(page 32)</b>
Mail (page 32)	
Telephone/Cell Phone/Skype (pages 32-33)	
Computers/Internet Access/E-mail (page 33)	
<b>HEALTH AND SAFETY WHILE ABROAD</b>	<b>(page 34)</b>
Health Care (page 34)	
Safety and Emergency Procedures (pages 34-36)	
Safe Behavior Abroad (pages 36-38)	
<b>CULTURAL PERSPECTIVES</b>	<b>(page 39)</b>
Being Informed about the Host Country and World Affairs (page 39)	
Cultural Differences/Local Customs (page 40)	
Racial/Gender/Sexuality Issues (page 41)	
Suggested Readings/Websites (page 41)	
<b>CULTURAL ADJUSTMENT</b>	<b>(page 42)</b>
Stranger in a Strange Land: Articles on Cultural Adjustment (pages 42-45)	
Cultural Adjustment: Responses to Living Abroad (pages 46-47)	
<b>KEEPING TRACK OF YOUR TIME ABROAD</b>	<b>(page 48)</b>
Keeping a Journal	
Taking Pictures	
Dickinson Study Abroad Blog/Wiki Page	
<b>RETURNING BACK HOME</b>	<b>(page 49)</b>
Things to Take Care of at Dickinson Before Returning Home	
<b>MISCELLANEOUS INFORMATION</b>	<b>(page 50)</b>
Time Change	
Currency	
Metric Conversion Table (page 51)	

<b>APPENDIX I:</b>	<b>TRANSFER CREDIT POLICY</b>
<b>APPENDIX II:</b>	<b>MEMO ON HEALTH INSURANCE</b>
<b>APPENDIX III:</b>	<b>SUPPLEMENTAL TRAVEL INSURANCE</b>
<b>APPENDIX IV:</b>	<b>HEALTH ISSUES WHILE TRAVELING</b>
<b>APPENDIX V:</b>	<b>STUDENT AGREEMENT FORM</b>
<b>APPENDIX VI:</b>	<b>REFUND POLICY</b>

# Welcome to the Dickinson-in-Seoul Program!

Dear Dickinson-in-Seoul Program Participant:

Greetings from Carlisle! Congratulations on being selected to represent Dickinson College at Yonsei University. An academically challenging and personally rewarding study abroad experience awaits you. We wish you all the best!

This **Seoul Orientation Handbook** has been prepared to make your transition to Seoul and the Korean educational system a little smoother. The handbook covers general topics affecting all students who study abroad: health matters, insurance, safe behavior, code of conduct and other policies, Dickinson course registration and room draw while abroad, and absentee voting. It also contains specific information about studying in South Korea: packing tips, lifestyle abroad, an academic calendar, course information, and much more. Sections on cultural perspectives will help you put your observations and experiences into context. This program specific information will also help you to understand better and adapt more quickly to your new environment and culture. Everything in this handbook is relevant, so please read it thoroughly. A copy of the handbook will be mailed to your parent(s)/guardian(s) at your home address.

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).

\* \* \* \* \*

## Some Reminders:

If you plan to be at a different address during the summer/winter break, or, if your insurance information has changed since you completed the Student Agreement form, let the Center for Global Study and Engagement know right away.

You will need your passport for check-in at departure and when you arrive in Seoul. Do not pack it in your luggage!

As you read this handbook, if you feel anything has been left out that you wanted to know, or that some of this information is out-of-date, please let us know.

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# IMPORTANT CONTACT INFORMATION

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## **Program Contact at Yonsei University:**

Ms. Minyoung Shin, Study Abroad Coordinator  
Office of International Affairs  
Yonsei University  
Global Lounge Study Abroad Center  
262 Seongsanno, Seodaemun-gu  
Seoul 120-749, Republic of Korea  
Tel: (011 82-2) 2123-6495  
Fax: (011 82-2) 2123-8690  
E-mail: [ysoia@yonsei.ac.kr](mailto:ysoia@yonsei.ac.kr)  
Web site: <http://oia.yonsei.ac.kr>

The Office of International Affairs is open weekdays and is located at the Global Lounge Study Abroad Center.

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

**Brian Brubaker, Director of Study Abroad**  
The Center for Global Study and Engagement  
Dickinson College  
P. O. Box 1773  
Carlisle, PA 17013-2896  
E-mail: [brubakeb@dickinson.edu](mailto:brubakeb@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 your call.

## **CGSE's Travel Agency:**

Advantage Travel  
313 East Willow Street  
Syracuse, NY 13203  
TEL: 1-800-788-1980 or 315-471-2222  
FAX: 315-471-6264  
Contact: Mary Anne Clark  
[maclark@advantagecny.com](mailto:maclark@advantagecny.com)

## **Embassy of the Republic of Korea:**

2370 Massachusetts Avenue N.W.  
Washington, DC 20008  
Tel: 202-939-5660/63

Korean Embassy home page: <http://www.koreaembassyusa.org/>

There are South Korean Consulates in Atlanta, Boston, Chicago, Guam, Honolulu, Houston, New York City, Los Angeles, San Francisco, and Seattle.

# GENERAL INFORMATION

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## General College and CGSE Policies

### **College Non-Discrimination Policy:**

Dickinson College is an academic community that values justice, free inquiry, diversity, and equal opportunity. It is a fundamental policy of Dickinson College to respect pluralism and to promote tolerance, civility, and mutual understanding within its community. On that basis, Dickinson College does not discriminate as to race, color, sex, political and religious beliefs, marital status, age, sexual orientation, national and ethnic origins, veteran's status, or disability.

### **Student Agreement Form (see Appendix V):**

The Student Agreement form, which applicants filled out as part of their application process, acknowledges awareness of inherent risks associated with foreign travel and that the student is participating in the program voluntarily. By signing the form, the participant agrees to release, indemnify, and hold harmless Dickinson College from and against any claim that the participant, the participant's parents or guardian or any other person may have for any losses, damages, or injuries arising in connection with participation in the overseas program. Signing this form automatically enrolls the student at no cost in the Dickinson College's "Supplemental Emergency Travel Assistance and Medical Evacuation Insurance Program." (See Appendix III for more information on this insurance.)

### **Status of non-Dickinson Students:**

Students from other institutions who participate in Dickinson programs are considered "guest students" of the College for the duration of the program; as such, they will enjoy all the rights and privileges granted by the program (the only restriction is ineligibility for Dickinson grant money and endowed scholarships).

### **Program Cancellation Policy:**

All decisions concerning the cancellation (or required modification) of a Dickinson College program will be made by the Center for Global Study and Engagement in consultation with responsible authorities on campus and overseas. These decisions will be based on, but not limited to, State Department warnings. In the unlikely event of an emergency program cancellation, every effort will be made to accommodate the academic needs of program participants by offering an alternative to enable students to complete their course work. For example, one possible alternative would be to offer suitable coursework on-campus during the summer.

Students whose program is cancelled prior to the start date will receive a full refund of the program fee, including the confirmation payment.

If a program is cancelled after it starts and an alternative for credit completion is offered, no refund will be given.

If a program is cancelled after it starts and an alternative credit completion is NOT offered, the student will receive a full refund including the confirmation payment.

# Conduct and Discipline Policies

## **What is this all about? (IMPORTANT: PLEASE READ!!)**

At Dickinson, study abroad is not about travel to an exotic destination. It means becoming an active participant in the life and culture of a foreign locale in order to gain useful knowledge about a place and its people. By applying to a particular program, you have taken a significant step toward expanding your mind, engaging other cultures, and becoming a more active participant in our global society.

In a very real sense, you go abroad as an ambassador of Dickinson College. Your attitude, interactions, and presence abroad will speak volumes about you and about us. You are privileged to be there as a full-time learner, both academically and in all other aspects of daily life. Many study abroad participants are used to being the “majority,” and once they become a minority abroad they realize their actions are viewed as representative of their entire group. Resist playing the role of the “ugly American” stereotype. Resolve instead to develop understanding and show respect for the culture you are visiting.

## **Code of Conduct:**

All students studying abroad are expected to abide by the code of conduct as expressed in the Student Agreement form that you have signed. This form is reprinted as Appendix V of this handbook. Please read it again.

It is a fundamental expectation that students will respect the norms of the host culture with regard to behavior and dress and will obey host country laws as well as all policies and regulations of the host institution and/or Dickinson Center. It is further expected that students participating in Dickinson programs will:

- attend and participate in classes and complete assignments
- participate in planned group excursions
- observe the rules and respect the property of the host institution, housing accommodations, and any temporary excursion accommodation such as hotels or hostels
- for safety purposes, provide the on-site staff with contact information and/or itinerary to the extent possible when they leave for private travel.

Students shall respect the rights of other students whether on the program or at the host institution, as well as those of homestay families, staff, and faculty. Dickinson College policies regarding student conduct as outlined in the Dickinson College Student Handbook, including academic infractions such as plagiarism, apply to students enrolled overseas as well. In Dickinson programs abroad, the On-Campus Coordinator will serve as the Judicial Hearing Officer for alleged violations.

## **Drinking and Drug Use:**

Most cultures have well-established customs with regard to acceptable social drinking. Mature behavior and respect for local customs is expected of all students. The misuse of alcohol will not be tolerated and can result in dismissal from the program. The use, purchase, or sale of illegal drugs is prohibited. A student caught using, purchasing, or selling drugs will be sent home immediately without refund.

Legal penalties with regard to drugs and alcohol may be more severe in the host country than in the U.S. and may entail fines and/or jail time. A student charged with breaking local laws will be subject to the rulings of local courts. U.S. laws and constitutional guarantees do NOT apply. The ability of

program staff or U.S. Embassy personnel to assist is very limited. In most countries, release on bail while awaiting trial is not an option.

### **Illegal Drugs:**

WORDS OF WARNING FROM THE HANDBOOK DISTRIBUTED BY YONSEI

UNIVERSITY: “Korean society and Korean laws deal harshly with illegal drugs. Possession of marijuana can result in several years of imprisonment; selling for profit is seven years to life. U.S. privacy rights against random search and self-incrimination do not apply. Conditions in Korean prisons are not pleasant. Illicit drug users are not welcomed in any of the programs at Yonsei or to the country.”

### **Removal from Program for Disciplinary Reasons:**

Students can be dismissed from programs for violating policies, rules or regulations, for engaging in disruptive behavior, for academic infractions or failure, and for conduct that could bring the program into disrepute. In such cases, students will be discharged without a refund. The Executive Director of CGSE will make the judgment in consultation with the on-site staff and/or On-Campus Coordinator.

## **Extension of Stay and Early Withdrawal: Process and Penalties**

### **Student Status and Changes of Status:**

All students approved to participate in an academic year/semester program off campus continue enrollment as Dickinson students with “off-campus” status, and are expected to keep their commitment to participate in an academic year/semester program for the full term, and to return to campus following their semester or academic year away. To extend a stay or to return early requires changing status, a process initiated by the Center for Global Study and Engagement.

### **Extending for a second<sup>1</sup> semester:**

- You should first consult with the on-campus coordinator.
- If the on-campus coordinator indicates that an extension is possible, you should discuss your plans with your major advisor(s). You will need to consider how an extension will affect the completion of your major and other graduation requirements. Your advisor(s) must indicate approval by e-mailing the Director of Study Abroad.
- If your advisor(s) approve(s) of your change in plans, you should then e-mail Brian Brubaker, the Director of Study Abroad, at [brubakeb@dickinson.edu](mailto:brubakeb@dickinson.edu). The Director of Study Abroad will give official approval to extend for another semester, and the Center for Global Study and Engagement will notify other campus offices of your change in status.

### **Early return or withdrawal:**

- A compelling medical or academic reason is required for leaving a program early. You should consult first with the on-campus coordinator, and then with the Center for Global Study and Engagement. The Center for Global Study and Engagement will notify your class dean about your change in status.
- Whenever possible, students should complete the semester that has already begun. Students

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<sup>1</sup> Students who are interested in studying abroad for longer than an academic year plus a short-term program must petition for special approval to do so. For information about the petition process, please see “Non-traditional Off-Campus Study” on page 8.

risk not receiving credit if they withdraw from a program mid-semester or before completing scheduled instruction and examinations.

- Financial consequences for early withdrawal are described in the following section, “Refund Policy and Financial Consequences for Early Withdrawal,” and in Appendix VI, “Refund Policy for Off-Campus Programs.”
- When you are certain of your decision, communicate your reasoning in writing to the Center for Global Study and Engagement at [global@dickinson.edu](mailto:global@dickinson.edu). Please also request that your on-campus coordinator e-mail the Center for Global Study and Engagement to confirm the last date you attended class.
- The Center for Global Study and Engagement will then officially notify the campus of your change in status. If you are asked to follow-up directly with certain offices, please do so.
- If your withdrawal occurs prior to the end of the first week of classes at Dickinson, you may be granted permission to return to campus. If so, you can contact Campus Life to arrange for housing on a last-in-line basis.
- Students returning early from study abroad will register during the add/drop period of the following semester.
- If your withdrawal occurs prior to the end of the first week of classes at Dickinson, you may be granted permission to return to campus. If so, you can contact Campus Life to arrange for housing on a last-in-line basis.
- Students returning early from study abroad will register during the add/drop period of the following semester.

### **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 while abroad. You need to consider in advance the timeframe in which you will need between programs to complete this process.

### **Refund Policy and Financial Consequences for Early Withdrawal:**

Early withdrawal from a program will have financial consequences. Both the \$35 application fee and \$300 confirmation payment are non-refundable. Before making a final decision to withdraw, you should read the Refund Policy for Off-Campus Programs, which is reproduced as Appendix VI of this handbook. **These policies apply in all cases of early withdrawal from study abroad programs, regardless of the reason for withdrawal.**

Students receiving Title IV federal financial aid will have funds returned to federal aid programs according to the policies outlined in the Dickinson College Bulletin. It is important to understand that, since the financial aid refund and the refund to the student’s account are calculated using different methods, the refund to the student account may not fully cover the required refund to the financial aid programs, and the student may end up owing funds to the college after the refund to the financial aid programs has been made.

### **Non-traditional Off-Campus Study:**

Off-campus study in the senior year that precludes meeting the senior residency requirement requires special approval from the Academic Program and Standards Committee.



Special approval is also necessary for participation in more than two semesters of study off campus. Petitions should be addressed to Brian Brubaker, Interim Executive Director, CGSE and should include the following:

- An essay describing how your specific study abroad plans fit in with your overall academic goals and plans
- Letters of support from your academic advisor(s), department chair(s), on-campus coordinator and/or Resident Director, as applicable
- An audit showing in detail how off-campus courses will fit in with graduation requirements.

## **Program Fees/Financial Aid Information**

### **Program Fees:**

The program fee for the 2013-2014 academic year is \$51,610. This program fee reflects the deducted board cost in the amount of \$5,602. For a single semester the fee is \$25,805. This program fee reflects the deducted board cost in the amount of \$2,801. 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 at Yonsei University, university housing (dormitory), local transportation subsidy, program excursion allowance, and settling in costs. **Not included** are: travel costs to/from Seoul, required health and accident insurance purchased in the U.S., visa expenses, books, clothing, personal entertainment, vacation 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: [stuaccts@dickinson.edu](mailto:stuaccts@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.

# PROGRAM PREPARATIONS

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## Things to Take Care of at Dickinson

### **Declaring a Major:**

Before you can study abroad, you must officially declare a major. The applicable text from the Dickinson College Bulletin reads as follows:

“A student must be accepted for a major field of concentration by the time he or she earns junior standing. A student who does not have a declaration of a major on file in the Registrar’s Office by the end of the semester in which the 16th course (counting towards the degree) is completed may be required to withdraw from the college.”

To declare a major you must complete the necessary paperwork available in the Registrar’s office. The declaration of a major is only official when the completed paperwork has been turned in to the Registrar’s office. A conversation with someone in the major department about your intentions is NOT sufficient. To avoid being dismissed from your study abroad program, be sure to attend to this well before your departure.

Now is also an appropriate time to look over the requirements for your major(s)/minor/general education. Make sure to note courses that you need to take while abroad, especially if you are planning to double major.

### **Student Accounts and Financial Aid Loans:**

Two very important things to check on prior to departure:

- If you are applying for financial aid, make certain you have completed all necessary applications and responded to all requests for information from the Financial Aid office.
- Call the Office of Student Accounts (717-245-1953) to make sure your student account is clear. If you have a hold on your account, you will not be able to study abroad until it is released.

### **Career Center Resources:**

The Career Center offers a variety of resources to help assist you before you go abroad or while you are abroad. Please see the important information below about Career Center resources that you can utilize.

The Career Center is available to assist you in any way possible while you are abroad.

- **Resume/Cover Letter/Personal Statement Reviews:** If you would like to have a resume, cover letter, or personal statement reviewed, just email it to [career@dickinson.edu](mailto:career@dickinson.edu).
- **Phone or Skype Appointments:** If you would like to speak with a counselor – either email or call (717-245-1740) to schedule a phone or Skype appointment. Be sure to schedule the appointment for Eastern Standard Time and please provide a phone number or Skype address where you can be reached.
- **Skype IM:** You can IM the Career Center with quick internship questions that do not need an appointment. IM between 2-4 EST, W-F. Screen name: InternshipIM
- **Career Center Updates:** You will continue to receive emails from the Career Center about upcoming events, programs, deadlines, etc. Pay attention to these emails – there may be opportunities that you can take advantage of.

- **Career Center Website:** Periodically review our website, [www.dickinson.edu/student-life/resources/career-center/](http://www.dickinson.edu/student-life/resources/career-center/), for resources, and Dickinson Connect (available through the Gateway portal) for job and internship postings, interviews and events, job fairs, on-campus employment, scholarship and fellowship information, and volunteer opportunities.

### ***Graduate & Professional School Advice***

Studying abroad during the junior year and beginning graduate school immediately after graduation from Dickinson can be accomplished - with careful planning. But, before you make the decision to apply, here are some things you should consider:

1. What are your career goals? Do you need an advanced degree to accomplish them? This is important, irrespective of studying abroad.
2. Will you have enough time to prepare for the entrance exams you need to take? Are you willing to spend time doing that while abroad?
3. Some students find that trying to prepare for graduate or professional school while abroad is a difficult challenge. For those students, delaying graduate school might be a good idea. Graduate school will always be available, but this might be your only chance to study abroad, so make the most of it.

The typical timeline for applying to graduate/professional school is available at [www.dickinson.edu/student-life/resources/career-center/content/student/Grad-School-Timeline/](http://www.dickinson.edu/student-life/resources/career-center/content/student/Grad-School-Timeline/). Review the timeline to see what you can do before, during and after your abroad experience. If you are studying abroad for the fall semester only, you should be able to follow this timeline easily. In either case – one or two semesters abroad - you should plan to meet with the Graduate and Professional Studies advisor in the Career Center during the spring semester of your sophomore year to make sure you are on track.

If you are applying to medical, dental or veterinary school – or any of the allied health professions – be aware that your deadlines will likely be earlier, so plan to adjust your own timeline. For more information on applying to these professional degree programs, go to [www.dickinson.edu/student-life/resources/career-center/content/student/Pre-Health-Program/](http://www.dickinson.edu/student-life/resources/career-center/content/student/Pre-Health-Program/). For individual questions related to health related applications during your year abroad, please consult the Career Center Pre-Health Advisor by emailing [swarnerd@dickinson.edu](mailto:swarnerd@dickinson.edu).

Taking entrance exams - the GRE, MCAT, LSAT, GMAT, PCAT, DAT, etc. – before you return to campus for your senior year is always a good idea. The GRE Subject Test is paper-based and only available in October, November and April. It is administered on the Dickinson campus. However, do not take any exam before you have thoroughly prepared for it. Schools will have access to all of your scores, not just your highest ones! For more information on the entrance exams, go to [www.dickinson.edu/student-life/resources/career-center/content/student/Graduate-and-Professional-School-Exams/](http://www.dickinson.edu/student-life/resources/career-center/content/student/Graduate-and-Professional-School-Exams/).

For more information on applying to graduate or professional school, go to [www.dickinson.edu/student-life/resources/career-center/content/student/Students/](http://www.dickinson.edu/student-life/resources/career-center/content/student/Students/).

### ***Internship Advice***

If you plan to undertake an internship upon your return, you can search and apply to opportunities while you are abroad. You can search online by going to Dickinson Connect through the Gateway portal. Login instructions are on the left hand side of the page. Additional resources and

information about the internship program can be found on [www.dickinson.edu/student-life/resources/career-center/content/student/Students/](http://www.dickinson.edu/student-life/resources/career-center/content/student/Students/). You will find registration options and deadlines on this page. If you have questions about the internship program, please email [career@dickinson.edu](mailto:career@dickinson.edu).

### ***IM about Internships***

Now you'll be able to IM the Career Center with quick questions about internships. IM via Skype between 2-4 pm Wednesdays – Fridays EST and Amity Fox, the internship coordinator, will get back to you. **Screen name:** InternshipIM You can also schedule Skype appointments if you'd like to have a face-to-face meeting. Just IM Amity or e-mail at [foxa@dickinson.edu](mailto:foxa@dickinson.edu) to schedule an appointment.

### ***Job Search Advice***

You can start your job search while you are abroad! The Career Center has many resources available online to assist you, and networking – the number one job search method – can be very effective electronically. One of the first steps in job searching is researching organizations to which you will want to apply, and learning their application processes. Some application deadlines will approach as early as the fall semester senior year; it is important to conduct research prior to returning to campus in the fall. A key resource to utilize in your research is Vault, available through the Student Resources tab in Gateway. Check out many other job search resources at [www.dickinson.edu/student-life/resources/career-center/content/student/Career-Research/](http://www.dickinson.edu/student-life/resources/career-center/content/student/Career-Research/).

### ***Networking Advice***

Networking is one of the most effective methods of job searching! Take the opportunity to meet and talk with as many people as possible who are working in your desired industry. Additionally, individuals who work in industries that are not of interest to you can also be of assistance in putting you in touch with people who can help. The primary networking tool available through the Career Center is Dickinson Works. This is a database of alumni who have agreed to provide career-related information or assistance to other Dickinsonians. Please note – this is NOT a job searching database, although networking can sometimes turn into a job lead, the primary purpose is to assist you in connecting with alumni in your desired career field and learning from them. More information on how to use Dickinson Works can be found on the main page of the Gateway portal.

Time spent abroad could be viewed as a networking opportunity. If you plan to network during your time abroad, you might want to consider having business cards made before leaving the U.S.

### ***On-Campus Student Employment When You Return***

Departments and offices on-campus are continually seeking student employees and are often looking to fill positions a semester ahead of time. Make sure you check the on-campus student employment section of DickinsonConnect the semester before your return.

### ***Using DickinsonConnect***

**DickinsonConnect** is the online recruiting system that will help you to:


- Apply and sign up for on-campus interviews
- Apply to resume referrals
- Search for jobs (full-time, part-time or summer opportunities)
- Conduct an employer search
- Search for internships
- Search on-campus student employment

- Search for graduate scholarships and fellowships
- View and sign up for events/programs
- Upload resumes and cover letters easily from a Microsoft Word file for employers to review
- Manage and edit your job/internship preferences (job type, level or location).

DickinsonConnect is available 24 hours a day, seven days a week. Students must complete a user profile in DickinsonConnect before being able to utilize the system.

Getting started with DickinsonConnect is quick and easy. To begin, follow these basic steps:

1. **To access your account, current students should do so through Gateway**
  - Log into your Gateway account.
  - Click on the "Student Resources" tab.
  - Click on the "DickinsonConnect" **link**
2. All students are pre-registered to use the DickinsonConnect system. But if you are having problems, please contact the Career Center office at [recruit@dickinson.edu](mailto:recruit@dickinson.edu).
3. After you have successfully logged in for the first time, your student profile will appear and must be completed before you will have full access to the system. **Note:** There are several tabs that required fields (indicated by \*) must be completed – make sure to fill in all required fields.
4. After your profile has been completed, you will see the Student Home Page. Here, you will be able to view Announcements, Upcoming Events and additional resource links.
5. The links on the left side and top of the page will allow you to navigate and to utilize the DickinsonConnect system.

For assistance on using the system, click on the  *Resource Library* link on the left side of page and click on the + sign beside the Using DickinsonConnect folder to view the folder contents. There are several files listed to help with most questions you may have. If you would have questions not covered in any of the files, please feel free to contact the Career Center at [recruit@dickinson.edu](mailto:recruit@dickinson.edu)

## Legal Matters

### Limited Power of Attorney:

In case your signature is needed for any reason during your absence, such as for a Stafford loan check, you should consider making arrangements for "limited power of attorney" to be held by an appropriate person stateside to act on your behalf. This is usually a parent or guardian, but can be another relative or close friend. It must be someone you trust to act responsibly on your behalf in legal and financial matters. You may use a standard "Limited Power of Attorney Form" (A240), available from the Office of Student Accounts or at the Center for Global Study and Engagement in the Stern Center. Examples of the kinds of things you might want to authorize the person(s) to do would be: acting on your behalf in federal loan matters or withdrawing or transferring money from a specific bank account. You should have the statement(s) notarized and request a couple of originals in case the bank or other entity requires an original.

### Income Tax Declaration:

If you have taxable income for the year ending 31 December, you will have to file a tax return for that year. Options are:

- to have the forms sent to you so that you can meet the 15 April deadline

- to file on-line
- to file for an extension of the deadline.

### **Absentee Voting:**

If you want to vote by Absentee Ballot, you need to register to vote before leaving. Check with the Board of Elections or the Secretary of State in your home state about the procedures for voting by Absentee Ballot. It is important to get this information before going overseas since there are usually several steps involved with specific due dates for the Absentee Ballot. Remember to make a note of your Party, Ward, District, and Voter Registration Number.

The Federal Voting Assistance Program offers extensive information about registering to vote by absentee ballot online at <http://www.fvap.gov/>.

## **Insurance Information**

### **Health Insurance:**

**You are required to purchase primary health insurance in the United States** that is valid overseas to protect against the costs of hospitalization and medical care in the event of sickness or an accident while abroad. **This cost is not included in the program fee.**

The following section includes a list of things to consider with regards to your current health insurance coverage:

- ☐ Selecting and paying for adequate primary health insurance coverage is your responsibility. You should read your insurance policy to determine what is and is not covered. Pre-existing conditions, sports injuries, and dental care, for example, may not be covered by basic medical insurance. It is your responsibility to determine whether your policy meets your particular needs.
- ☐ Before deciding to use your health insurance policy, you should contact the provider to determine whether the policy will cover you **overseas** for the **duration of your stay**. Find out what sort of documentation you must present for reimbursement of costs incurred overseas. You may also purchase the policy used by Dickinson students during the academic year\*. Please contact the Office of Student Accounts for further information about the Dickinson health insurance plan. (\*This is for Dickinson students only).
- ☐ On the **Student Agreement form**, which you signed when you applied, you provided the **insurance company name and policy number** for your medical coverage. **If that information should change, please notify the Center for Global Study and Engagement immediately.** Up-to-date, accurate insurance information is needed in case of emergency and is also mandatory if your program requires a letter issued by the Center for Global Study and Engagement in support of your student visa.
- ☐ Make note of your insurance company contact information and policy number in your own essential records, which you take with you overseas. Also leave the information with someone at home.
- ☐ If you have **special health needs**, discuss them with the On-campus Coordinator and/or the Center for Global Study and Engagement before departure. Thinking ahead about how you will cope with special health needs is essential. Do not assume that the same services or

medications you use at home will be available in the host country.

- ☐ As a rule, an insurance card will not be accepted for payment of medical expenses overseas. Be prepared to **pay cash for treatment and keep receipts** to present to your insurance company for reimbursement. Before going overseas, contact your insurance company to know exactly what you will need to send them in order to be reimbursed. Verify if the documents provided by doctors and pharmacies from another country will have to be translated into English.
- ☐ In some countries with socialized medicine, country-specific student health insurance coverage is required and is included in the program fee. While this usually covers most routine care, it is NOT a substitute for the required primary health and accident insurance purchased in the U.S.
- ☐ Canceling your policy while abroad puts you at serious health and financial risk, in the case that you become ill or need medical attention while abroad and have no health insurance coverage.

To evaluate personal sickness and accident insurance coverage, we offer the following questions:

- Does the plan include hospitalization for accidents and illnesses while abroad?
- What is the maximum amount of coverage provided?
- Are there deductibles? If so, what are they?
- Will the plan include emergency room expenses?
- What is explicitly not covered?
- Does the plan cover visits to the doctor or medication prescribed while abroad?
- What is the procedure for filing a claim, and how long does it take to be reimbursed?
- When does the plan begin and end?
- Does the plan have continuous coverage before, during, and after you go abroad?
- Is there a publication explaining the coverage in detail?
- Is there coverage for medical evacuation or for repatriation of remains?

### **Supplemental Travel Assistance and Medical Evacuation Insurance:**

Dickinson College provides "Supplemental Travel Accident and Medical Evacuation Insurance" for all students participating in a program overseas. **However, this is NOT a substitute for your primary health insurance coverage.** Please see Appendix III at the back of the handbook for an overview of coverage and limitations.

### **Liability Insurance for Belongings:**

Students are not covered by the College for personal liability, including the loss or theft of personal property. It is the responsibility of each program participant to purchase liability insurance, if needed. Students who bring laptops are advised to purchase adequate coverage. Check first to see whether the homeowner's insurance of your parents/guardian will cover personal liability while overseas. Normally, a copy of the police report filed at the time of loss or theft will be required by the insurer before any claim will be considered.



# 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:

Even though South Korea does not require any specific immunizations, please 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, and tetanus (DPT). It is strongly recommended that you also consult with your personal doctor and/or the College Health Center with regards to other inoculations (e.g., Hepatitis A and Hepatitis B) or medicines that are advisable for the country you are visiting. For more up-to-date country-specific information about immunizations and other health precautions, consult the Center for Disease Control (CDC) website ([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 often take particular over the counter medications, such as a painkiller or cold medication, 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 information 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 type 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 Dickinson 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. 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.

# TRAVEL PREPARATIONS

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

## Passport and Visa Information

### 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 your program requires a visa, 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.

### Visa:

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. As a student studying abroad you will be applying for the D-2 visa.

To obtain a student (D-2) visa, you must submit\*\*:

1. Completed Visa application form (available at <http://www.hikorea.go.kr>. Click on the 'English' tab on the upper left corner)
2. Valid passport
3. Certificate of admissions (acceptance letter from Yonsei University)
4. Bank statement (or scholarship certificate)  
(Exchange students: a minimum of 3,600 USD for one semester or 8,500 for two semesters)
5. Two passport-size photographs (3.5cm \* 4.5cm)
6. Visa Processing Fee (Single Entry: 30 USD, Multiple Entry: 50 USD. Prices may vary.)
  - a. If you are considering travelling overseas during your stay in Korea, you are advised to apply for the re-entry visa. However, if you are on the single-entry visa and later choose to travel overseas, you can apply for the re-entry status at the Seoul Immigration Office. Additional fee may be charged.

\*\* Documentation needed may be different depending on citizenship and is subject to change. You are advised to contact the Korean Consulate in your city (or the city where you would apply for Visa) to confirm the documents needed before applying.

In past years a standard letter of support from the Center for Global Study and Engagement was sent to students to use as documentation of financial support and of enrollment at Dickinson.

The Yonsei University handbook provides the following information:

- ☐ "It is the responsibility of the individual student to use the 'Certificate of Admission' received from Yonsei ... to obtain the correct visa needed to attend Yonsei University.
- ☐ Citizens of countries other than Korea must have a student visa or, if they are already residents

of Korea, a permission stamp on their residence certificates. Korean law requires departure from the country to change one's visa status. **Working in Korea while on a student visa is illegal and may result in heavy fines.** Also, please note that withdrawal from the program will mean a change in Visa status, since Yonsei will withdraw sponsorship.

- ☐ **All foreigners** remaining in Korea over 90 days must obtain a **Certificate of Alien Registration from the Seoul immigration office.** You are advised to carry this card with you at all times during your stay in Korea. The following will be needed to obtain a the Alien Registration Certification (Card):

1. Application form (obtained at the Immigration Office; can be filled out in 5 minutes)
2. Passport
3. Three passport size photos
4. A copy of certificate of enrollment (obtained at the Office of International Affairs in the Global Lounge)
5. Tuition Receipt
6. A fee of KRW 10,000

\*The immigration office may ask for additional bank statements or other documents

- ☐ Korean citizens are not required to have a visa to attend the Undergraduate Regular Program of the Division of International Education.”

- If you intend of extending your stay in Korea, you must do so before your Certificate of Alien Registration expires.

## 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 host country embassy in your country of citizenship for assistance. Depending on the country's requirements, you may have to apply in person at that Embassy/Consulate.

### **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

### **Clothing and Climate:**

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! Be practical and focus on the essentials of a wardrobe. Korea has four distinct seasons, ranging from mild to severe. Therefore, choose clothes that can be mixed and matched and layered to accommodate different seasons and temperatures. Hot and humid weather generally lasts from early June to mid-September, and short-sleeved cotton blends are suggested. Winter is always accompanied by a little snow in Seoul, but is generally dry, sunny, cold, and windy. Long underwear,

sweaters, and at least one heavy coat are necessary, but can be purchased in Seoul. The mean temperature in winter is about 23F (-5C). Summer temperatures usually exceed 80F (27C).

Travel with no more baggage than you can carry! Keep in mind that some airlines have reduced the number of checked baggage allowed and the weight limit. Check with your airline to confirm luggage allowances in order to avoid extra charges.

### **Packing Tips:**

Korea is a well-developed country in terms of the availability of consumer goods. Certain items, like clothing and sneakers, are inexpensive; most other items, from food to electronics, are available with prices comparable to those of the U.S. Korea uses 60 cycle currents, and while some places have only 220 volt currents, the International Dormitory has both 110 volt and 220 volt currents available in each room. It is advisable to buy an Asian voltage/plug converter before leaving the U.S., especially if you plan to travel to other countries in the region.

Bring washable, color-coordinated clothing that will allow you to dress in layers for comfort and warmth. Here is a list of some basics:

- one pair of sturdy walking shoes that already WELL BROKEN IN and hiking boots (if you enjoy outdoor activities)
- one pair of dress shoes
- sufficient socks and underwear (15-18 of each), including a set of long underwear
- 10-14 shirts/tops/blouses (long- and short-sleeved; dark colors are best)
- 1-3 nice outfits for special occasions (ties for men) and all seasons
- 6-8 everyday, wrinkle-resistant bottoms (jeans, corduroys, skirts) in subdued colors,
- shorts (Bermuda-length is preferable)
- a pair of pajamas or sweats that can be also used for long underwear
- an all-weather jacket, preferably with a zip-out lining
- a robe for trips to the shower/bath
- a knit cap, gloves, scarves, etc
- bathing suit and cap
- a pair of sandals
- slippers/house shoes
- umbrella
- a towel and washcloth set (more can be bought there)
- sufficient pairs of contact lenses, eyeglasses and lens prescription

### Miscellaneous items:

- If you already have one, a laptop with wireless capabilities. Most recent laptops 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), then you will ruin your hard drive.
- 2 converters and adapters for US electronics (Tip for women: buy hairdryers there!)
- a USB memory device for transferring photos and documents between computers
- a day bag/backpack for travelling
- space/vacuum bags (available at Walmart or Target and help condense the amount of space clothing uses in your luggage)
- luggage ID tags both inside and outside of your luggage
- International phone numbers for computer and credit cards
- sewing kit with safety pins (and paper clips)

- travel alarm clock with extra batteries
- portable music player with extra batteries
- pocket knife with corkscrew, bottle opener and scissors (packed into checked luggage)
- preferred health and beauty products
- small first aid kit
- camera
- playing cards
- all medications (prescription and non-prescription), packed in carry-on luggage
- pocket calculator (with extra battery)--for currency conversion
- notebooks, school supplies, etc
- Korean-English dictionary
- pictures from home (to show new friends and to decorate your room)
- a few token gifts for friends or your host family (something typically American, representative of the area in which you live, or something from Dickinson College)

For the first few days, pack a bar of soap, toothbrush and toothpaste, and a washcloth. **If you have a particular type or brand 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.
- Undeveloped film should go in your carry-on bag. You will be able to declare film that is faster than 800-speed to a transportation security officer for physical inspection to avoid being X-rayed.
- 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:** 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. 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.

**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!

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

Airlines don't refund lost baggage unless there are original receipts, so keep the things you care about 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
- Any entrance visas
- Insurance policies and contact information
- Your airline ticket
- Front and back of credit cards and phone numbers for credit card replacement (you cannot dial an 800-number from overseas so you will need a direct number)
- Travelers check numbers
- Contents of your wallet
- Prescription medications
- Rail passes

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

You may want to carry some cash with you to Seoul and exchange it for Korean **won** at the airport when you arrive; \$300-400 should be enough to tide you over for the first few days. There is an ATM in the Yonsei campus at which you will be able to withdraw cash from your U.S. bank account throughout your time at Yonsei. Plan ahead for cash needs in other parts of Korea; ATMs are not as commonly found outside of Seoul. You can find more information in the Financial section of the handbook (page 31).

# Flight and Arrival Information

## **Travel Arrangements and International Flight:**

All students are responsible for arranging and paying for their own international flight to/from Seoul. Dickinson College frequently uses the services of Advantage Travel (see contact information on page 4); they will be happy to assist you.

You should plan your travel so that you arrive in Seoul on **August 23**, the date you are allowed to check into your room. When you have booked your flight, please 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.

## **Clearing Immigration and Customs:**

Before landing in Seoul, you will be asked to fill out a customs declaration form, which you will need to present as you go through customs.

In order to enter South Korea, you will need to show your passport with your visa stamp.

## **Arrival and Transportation to Yonsei University:**

After you have cleared customs, you will be met and taken to campus. Once you have your airline reservation, you may schedule a pick-up upon arrival through a contracted service that Yonsei uses, called "AirHelp". To schedule your pick-up go to <http://www.airhelp.co.kr/english/index.html> and complete the online reservation form. The cost is 75,000 won; Dickinson will be responsible for the fees and will reimburse you through your wire transfer. Additional contact details for AirHelp include: **Phone : 82-32-743-7911, Fax : 82-32-743-7912, E-mail : [service@airhelp.co.kr](mailto:service@airhelp.co.kr) or [kang7016@hanmail.net](mailto:kang7016@hanmail.net)**

## **Orientation, Registration, Language Placement Exam:**

Orientation begins on August 24 and is mandatory for all students. Course selection and registration will occur during orientation, as well as an introduction to the academic regulations and other important information. The Korean Language Placement Test will be given to students who plan to take Korean language courses. Test times will be announced. Most students pay dormitory fees at orientation; however, your dormitory fees will be paid to Yonsei University prior to orientation since they are included in your program fee.

At orientation, a student handbook will be distributed with information about the university, student services, dormitory life, cafeterias and restaurants, shopping, transportation, and so forth.

## **Registering with the U.S. Embassy:**

You must register with the U.S. Embassy Consular Section in Seoul as soon as possible after your arrival at the following address:

Embassy of the United States- Seoul  
32 Sejongno, Jongno-gu  
Seoul 110-710  
Republic of Korea  
Tel: (82-2) 397-4114  
Web page: <http://seoul.usembassy.gov/>

# THE PROGRAM

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## **Seoul, South Korea:**

Official ties between the United States and South Korea, officially known as the Republic of Korea (ROK), are traced to the establishment of formal diplomatic relations in 1882. In the years since the end of the Korean War, a close bilateral political and economic involvement has accompanied U.S. military presence in South Korea. The South Korean economy is the thirteenth largest in the world and, due to rapid urbanization trends, the population of the capital city Seoul is over 10 million and growing.

Downtown Seoul is a vibrant, bustling city, the center of government, and headquarters for major corporations. The city's resources for first-hand study of Korean culture and history are extensive. The Yi Dynasty capital offers a number of exciting historical and cultural sites, including Kyongbok Palace, Toksu Palace, Changgyong Palace, the National Museum, the Folklore Museum, university museums, and the Buddhist temples just outside the old city walls. For modern Korean culture, the city teems with art galleries, music and drama festivals, cultural centers, and thousands of churches.

## **Yonsei University:**

Yonsei University is a large, prestigious research university located only minutes away from downtown Seoul. With easy access to a wide variety of restaurants, cafés, movie theatres, and art galleries, it also offers a spacious, wooded and relatively quiet campus atmosphere. Yonsei itself is located in one of the most cosmopolitan areas in Seoul, offering a rich mix of traditional culture along with many other international peoples, restaurants, shops and institutions. Yonsei University is located in the area known as Shinchon with other famous universities, including Ehwa Womans University, Sogang University, and Hongik University. Together, these schools make the Shinchon area a bona-fide "college-town."

Upon arrival at Yonsei, international undergraduate students become affiliated with the Division of International Education. Students can take a wide range of special courses taught in English within the Division, Korean language courses at the Korean Language Institute, and regular courses taught in Korean in the other faculties (for students with Korean fluency).

International students are actively encouraged to join a number of different Yonsei student clubs such as the International Yonsei Club or the Global Management Track. The Division has also been instrumental in linking international students with Korean host families. These combined efforts are intended to make the Yonsei experience a rewarding one for the international students and their Yonsei friends and families.



# ACADEMIC INFORMATION

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## Academic Culture:

In a Korean cultural context it is important that you show respect toward teachers, professors, and elders – you should observe appropriate behavior and dress in the classroom, as well as observing Yonsei's strict attendance policy. Each teacher will have his or her own style and standards, but Yonsei policy states that "Any student who is absent from more than 1/3 of course meetings will be issued an "F" regardless of achievement in the course." Some teachers may be more "egalitarian" in teacher-student relations, while others may assume a more hierarchical rapport. To establish a positive relationship with faculty, you should attend class, set high standards for yourself, prepare your homework, and be attentive from the start.

## Course Instruction:

If you have already surveyed the course offerings listed in the current Yonsei brochure, you are able to make a basic course request with your application. Actual course offerings and a book of complete course descriptions (syllabi) will be available at the Yonsei orientation. Students fluent in the Korean language may, with permission, select any of several thousand regular university courses.

## Available Courses/Faculties:

- Korean Studies
- East Asian Studies
- Politics and Culture
- Business and Economics
- Science and Engineering
- Korean Language (KLI)

\* please be advised that course registration is first-come, first-served basis and business/economics courses are restricted to business/econ majors.

## Credit Transfer Policy:

- Dickinson students must take a **normal full load of classes** as defined by their program or host institution.
- The minimum course load for undergraduate students set by Yonsei University is 9 credit hours and a maximum of 18 credit hours per semester. All Yonsei courses are 3 credits (equal to one Dickinson course credit) except for the Korean language courses which are 6 credits (equal to two Dickinson course credits). **Dickinson College requires its students studying abroad to maintain enrollment in at least 12 credit hours (the equivalent of 4 Dickinson course credits) per semester and will transfer no more than 4.5 Dickinson course credits per semester.**
- To take more than 4.5 credits per semester, a student must petition Brian Brubaker, Director of Study Abroad. In his absence, students may also address their petitions to the Executive Director of CGSE. **If a student registers for more than the maximum allowed without permission of the Center for Global Study and Engagement, the course credit will not transfer.** Students will also be responsible for any additional fees for doing this.

- Only **liberal arts classes** will qualify for transfer credit.
- 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 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” or better. However, *all* courses for which a student is registered will appear on the transcript, along with the corresponding grades.

Grading Table (by points or percentage):

A+	97-100
A	94-96
A-	90-93
B+	87-89
B	84-86
B-	80-83
C+	77-79
C	74-76
C-	70-73
D+	67-69
D	64-66
D-	63

Yonsei does not have Incomplete or Pass/Nonpass grading options.

Coursework completed at Yonsei University will appear with course title and letter grade earned on the Dickinson transcript, but will not be calculated in your cumulative grade point average. To receive credit, your grade has to be a “C” or higher; all grades earned will appear on the transcript.

Within the first two weeks of each semester there is a “Drop/Add Confirmation Period” for course changes. Shortly after the mid-point in each semester, there is a “Withdrawal Period,” the last date for dropping courses without penalty. The student may not register for another course to replace the one he has withdrawn from and must still carry a minimum load of 12 credit hours after his or her withdrawal. For this reason, you may want to register for 5 courses and plan to drop one when you know which courses you want to focus on.

**PHYSICAL EDUCATION ACTIVITIES:** Students who take formal instruction in physical education or play on an organized university team at Yonsei and have written proof of successful completion of the program may receive credit from the physical education department on the Dickinson campus. Official standards regarding credit from the physical education activities abroad are as follows: 1) the activity is currently offered; 2) the student secures the approval of the Center for Global Study and Engagement; 3) the student participates in an activity for a length of time equivalent to (or greater than) that of a similar activity at Dickinson (as a guideline, 20-22 hours of supervised instruction = 1 block); 4) the student chooses an activity which does not duplicate an physical education course already completed at Dickinson; and 5) the student's participation is documented by the instructor of the class or by the Dickinson director. Credit for self-paced activities will not be permitted.

Upon return to campus, the student should present to the chair of the Physical Education Department the appropriate documentation of participation. Alternatively, the Center for Global Study and Engagement abroad may verify to the department chair that the student has participated in a supervised, structured program of physical activity for which credit should be given. In either case, the department chair will notify the Registrar's Office of those persons who are to receive physical education credit.

### ***What to Do BEFORE Going Abroad***

Dickinson College does not formally pre-approve courses for transfer. However, students should discuss their study abroad plans with their academic advisors prior to leaving Carlisle. Students should talk with their advisors about what may or may not fulfill Dickinson transfer credit requirements, specifically which courses taken abroad may fulfill major, minor, or distribution requirements. In some cases, conversations with appropriate department chairs may also be helpful. Departments on campus may require extra work for some courses, especially for advanced-level credit. It is the student's responsibility to inquire about extra work required. CGSE staff are available to answer general questions about transfer credit policies.

### ***What to Do WHILE Abroad***

Students should maintain e-mail contact with their academic advisors while abroad, especially during the first weeks of the semester when they are in the process of finalizing course schedules. To document coursework at cooperating institutions, students should keep a portfolio for each course, including a syllabus, reading list, completed projects, written work, examinations, journals, etc.

### ***What to Do AFTER RETURNING to Campus***

Upon return to the Carlisle campus, students must complete the *Enrollment in Another Institution Form*. Seniors are required to submit this form prior to the course request period for their last semester. If the form is not in the Registrar's Office at that time, the student will not be permitted to participate in course request. Please note that this form is required **only** when a student is seeking major, minor, or distribution credit for coursework completed at a cooperating university. The form is *not* required for Dickinson Center courses, or for courses at a cooperating university for which a student is seeking only general credit. After obtaining the required signatures, the student should bring the form to the Center for Global Study and Engagement for approval. The form will then be forwarded to the Registrar's Office.

### **The Central Library:**

The library's collection contains over one million books, including bound volumes, rare books, maps, sheet music, records and microfilms. Check the Yonsei University website for the most up to date hours of operation.

### **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.

# LIFESTYLE ABROAD

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## **Living Accommodations:**

During your stay at Yonsei, you will either live in the International House or SK Global House. The doubles in International house are slightly bigger than those in SK Global and are equipped with a personal refrigerator shared between two roommates. However, the doubles in SK Global have a personal restroom and shower along with a small balcony. In I house you would use shared stall restrooms and showers that cleaned daily by housekeeping. When registering for housing at Yonsei, if you have the option to choose, please pick the one of your choice. There are floors for both undergraduate and graduate students and separate wings for men and women. A mix of Korean and non-Korean students live in the dormitory to provide an international atmosphere, though the primary language in the dormitory is English.

Every room is equipped with internet access. The dormitory has shared refrigerators for student use, lounge areas, study areas, a recreation area, computer room, lecture room and laundry facilities. The dormitory has central heating and an air conditioning in each room.

Dorm rooms are western-style, with twin beds. In addition to a bed, each person is provided with a wardrobe closet, a desk, and a small bookcase. Each room has a window shade and an overhead light, but desk lamps are not provided. One set of sheets, one blanket, a pillow and a pillowcase are provided, but students are responsible for laundering their own sheets and pillowcase. Students should either bring their own towels and slippers or purchase them there.

Neither smoking nor drinking is allowed in the dormitory building. Cooking is not permitted in the dormitory rooms. No guests are allowed in the dormitory without prior consent and there is no visitation between the men's and the women's wings.

Dorm fees, paid by Dickinson directly to Yonsei University, cover housing from orientation through the end of final examinations. Housing is available for the winter vacation (January and February) for students staying for the spring semester at an extra charge; this charge will be paid by Dickinson if the full-year student wishes to remain in the dormitory between semesters.

If you have any questions regarding housing at Yonsei, please get in touch with our contact at the SK Global House:

Email: [y-ih@yonsei.ac.kr](mailto:y-ih@yonsei.ac.kr)

Phone: (011 82-2) 2123-7481

Fax: (011 82-2) 6442-7481

## **Student Meals and Korean cuisine:**

Students are responsible for purchasing their own meals. There is no meal plan, but there are many alternatives. Students may buy their meals in one of the college cafeterias or one of the many restaurants located near the university. Shared refrigerator space for storing milk, bread, or other perishables is available.

Nearby bakeries have coffee and rolls for breakfast, and both pizza and Chinese food can be delivered to the dorm.

Don't miss out on Korean cooking while in Seoul! Korean cuisine encompasses a wide array of dishes, usually involving the boiling or stir-frying of many different kinds of vegetables and

seasoning with garlic, soy sauce, sesame oil, red pepper, and onions. Meat dishes, less common than vegetarian dishes, are grilled or braised. Korean food ranges in taste from bland to extremely spicy, as many dishes are seasoned with red peppers. Three foods, **pap**, **kimchi**, and **kuk**, are considered to be essential components of a Korean meal.

1. **Pap** (rice steamed plain or with other grains) is the main dish or entree for all three meals of the day. Because rice alone tastes bland, it is served with **kimchi**, **kuk**, and other side-dishes, called **banchan**, that give flavor to the meal. Koreans eat a whole bowl full of rice, which is considered the main food in any meal. Without rice, there is no legitimate meal.
2. Next in importance and probably the most famous Korean food is **kimchi**. **Kimchi** is an essential part of a Korean meal and this serves as one of the **banchans** to **pap**. **Kimchi** consists of cabbage seasoned with red pepper, salt, garlic, ginger and other ingredients.
3. **Kuk**, or soup, is usually served with rice and **kimchi**. It can be prepared to taste bland or hot. One very popular soup called **taenjang kuk** is made up of **taenjang** or soybean paste, tofu, and assorted vegetables.

## FINANCIAL INFORMATION

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### **Money and Banking:**

You will receive a \$2,801 credit **on your student account** for the cost of board (meal plan). You will be responsible for the cost of your meals while on this program.

Additionally, a wire transfer for approximately \$2,685 (USD) will be sent to you, converted to Korean Won, once you open a bank account in Seoul. These funds are to support other costs during your stay in Korea as noted in the chart below. You may contact the Office of International Affairs to find out about student excursions that are planned.

It is very difficult to cash US personal checks in Korea and may be difficult to cash travelers checks. It is recommended to either bring some cash with you and plan to withdraw additional funds from your US bank account once in Seoul or have a lump sum of money wired to a Korean bank account.

An account in Korean currency can easily be opened at the campus branch of Woori Bank, located in the Student Union Building. You will need your passport and Yonsei student ID to open an account.

Total US Dollar amount wired to your Korean bank account:

Airport pick-up and return, arrival lodging	\$250
Local ground transportation	\$740
Cultural excursions/events	\$750
On-site orientation activities	\$100
Printing costs	\$ 75
Settling in allowance	\$200
Bottled water subsidy	\$480
Laundry subsidy	\$ 50
Wire fee	\$ 40
<b>TOTAL</b>	<b>\$2,685</b>

### **ATM and Credit Cards:**

Many major credit cards (e.g. Visa and MasterCard) are accepted abroad, depending upon the country. A credit card can be useful for big purchases: hotels, airline tickets, etc. or in an emergency. When you use a credit card it should be in your name and you should verify your credit limit before you depart the US. While credit cards are accepted by some restaurants and stores, they cannot be used to pay school costs or travel expenses associated with the International Division program.

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

Before leaving the US, check with your local bank and credit card companies about fees for using your card overseas. 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.

You should notify your bank and credit card companies that you are going abroad for an extended period of time, and be sure to inform them as 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. The amount spent depends, of course, on the lifestyle you adopt and how much you plan to travel. In general, you should plan on a minimum of \$2,500 per semester.

## COMMUNICATION INFORMATION

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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 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:**

Your mailing address at Yonsei University is as follows:

For All Students:

(Student Name)  
Office of International Affairs  
Yonsei University  
Global Lounge Study Abroad Center  
262 Seongsan-no, Seodaemun-gu  
Seoul 120-749, Republic of Korea

For the Dormitory:

(Student Name)  
Room Number #  
International House  
100 Daeshin-dong, Sodaemoon-Ku  
Seoul 120-160, Republic of Korea

### **Cell Phones:**

Some students purchase cellular phones while in Korea. This is an excellent way to communicate with other students on the program, to be accessible to friends and family 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 can check with their current cell phone provider to see if their phone has international calling capabilities. If so, you will have to find out the procedures for using your cell phone abroad. More than likely, you will purchase pre-paid cell phone minutes that do not require subscribing to an overseas cell phone service.

### **Skype (International calls through the internet):**

One of the most inexpensive ways to make international phone calls is through the internet. Skype is one of the most common programs for this type of phone service. All that is required is access to a computer with a headset or external microphone. Skype offers several options:

- 1) **Skype to Skype:** Have your family and friends download and register with Skype. Once you have both registered and have a headset or external microphone, you can talk for FREE!



- 2) **Skype Out:** A low cost way to make calls at a local rate to people that have traditional land lines or mobile phones.
- 3) **Skype In:** For a small fee, you can receive a local U.S. phone number that your friends can call. When someone calls, you will receive the phone call on your computer where you can communicate with your friend using a headset or an external microphone. This option also has free voicemail.

For more information, visit the website at [www.skype.com](http://www.skype.com). Please note that this might not be appropriate for all programs due to privacy or access issues.

### **Computers and Internet Access:**

Yonsei University has several computer systems for campus use. The University Computer Center has branches throughout the campus for the use of all Yonsei students. There is a computer room for the use of the students of the Office of International Affairs. The Computer Room and Library for international students in New Millennium Hall have computers for student use, and there is a smaller computer room in the International House with several computers. In any case, you are encouraged to limit your Internet use 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.

If you have one, students are encouraged to bring their own laptop. Please be sure to purchase proper insurance, and a laptop lock to prevent theft. Make sure that your laptop has the proper voltage converter.

### **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 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.

# HEALTH AND SAFETY WHILE ABROAD

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## Health Care

The International Division at Yonsei University does not offer student health coverage. In case of a medical emergency, students go to Severance Hospital in Seoul for service. Severance maintains an International Health Care Center, where foreign patients may be seen. Be prepared to pay the full fee up front, and then submit the bill for reimbursement from your home insurance company.

### **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.

## Safety and Emergency Procedures

### **Overview of Emergency Precautions:**

The Center for Global Study and Engagement has always taken seriously our students' safety while studying abroad. In the wake of the September 11 events, safety concerns are even more urgent. With the continuing threat of terrorism around the world, we are obviously concerned about the global security situation and continue to monitor it, and we encourage students and parents to do likewise.

We depend on a variety of sources to assess situations overseas, including the news, our own Resident Directors, and other on-site contacts abroad, as well as professional colleagues and publications. One of the most important sources is the U.S. State Department. Please review the Department of State web site (see next section), as well as any others you may find useful.

All past decisions about canceling or closing programs have been informed by Department of State or World Health Organization recommendations.

We consider it essential that students take responsibility for their own safety, and we expect their cooperation. For example, students are asked to share flight itineraries with our office; our on-site staff ask students to inform them of any travel plans away from the site. We share DOS warnings and announcements with students and remind them frequently to review common sense safety and security measures, such as those printed below in this section. Each student is given a key chain with emergency phone numbers and instructions and is asked to carry it at all times. In a serious emergency, administrative staff of the Center for Global Study and Engagement can be accessed 24 hours/day, 7 days/week.

Dickinson Centers and partner institutions are in regular contact with the Center for Global Study and Engagement in Carlisle, and contact information is updated routinely for students overseas, on-site staff, partner institutions, and local emergency officials at our program sites, as well as U.S. Consulates and Embassies. Our staff abroad remains in contact with local university and civic officials on an ongoing basis.

Dickinson College has developed emergency plans that can be implemented in the event of a crisis directly affecting any of our programs abroad. In the unlikely event that it became necessary to return students to the United States, every effort would be made to offer alternative means for students to complete their academic program. For important information about Program Cancellation, see page 5 and refer to the Refund Policy in Appendix IV.

Dickinson College is concerned about the health and safety of its students traveling abroad. We review our approach frequently and make every effort to anticipate health and safety issues. This said, it remains true that many of the risks in traveling abroad cannot be reasonably anticipated or prevented.

### **Department of State Announcements:**

Department of State travel information and publications are available on the Web at <http://travel.state.gov>. Every student going abroad is responsible for becoming familiar with the Department of State web site and the information available there.

- **Before leaving, read the Consular Information Sheet for your host country.**
- For your safety, do the same while abroad for all countries you visit.
- Current Travel Warnings and Public Announcements are accessible through the State Department web site.
- The DOS home page links to their Travel Safety Information for Students page, which has good advice and many links, including the fact sheet Travel Warning on Drugs Abroad.

The Center for Global Study and Engagement occasionally sends students Department of State announcements that are relevant to their host country. These announcements are not to alarm students (unless warranted), but instead to inform them of current situations in you're their country or surrounding countries that they may possibly travel to.

U.S. travelers may hear recorded information by calling the Department of State in Washington, DC at 202-647-5225 from a touchtone phone.

### **Key Chains for Emergencies:**

Lightweight key chains are distributed to all students participating in an off-campus program.

Students are asked to attach the key ring to the key(s) that they carry with them at all times. On one side of the tag is the Dickinson College 24-hour Hot Line number (001 717-245-1111; the digits 001 are the International Country Code for the United States). On the reverse side is the phone number of the Center for Global Study and Engagement (001 717-245-1341). A Program Center number or other emergency number can be entered in the blank space. For obvious security reasons, the overseas home address or phone number should NOT be entered. The emergency numbers on the key chain make the following easier:

- calling for help at any time in a serious emergency
- contacting the Center for Global Study and Engagement during office hours with matters of concern
- identifying "who he/she belongs to" if injured seriously while not carrying identification.

Obviously, the first step in an emergency is to react to the emergency itself, i.e., go to the hospital, call the police, contact the Resident Director or other on-site contact, etc.

Any student abroad, whether a Dickinson student or a guest student in a Dickinson program, may call the 24-hour Dickinson College Public Safety number collect in a serious emergency and ask for assistance. The student should identify himself/herself and the program, and give a brief description of the emergency and a call-back number. The operator will locate the CGSE staff member, who will then return the call.

### **Parents and the Public Safety number:**

Parents, too, may use the 24-hour Dickinson Public Safety number if they need assistance in contacting their son or daughter after hours in a serious emergency, or if their son or daughter has contacted them because of such an emergency. The procedure would be the same as above.

### **Requests for Contact Information and Itineraries:**

To have emergency contact information at our fingertips, we collect emergency contact information for each student. Parents' work and cell phone numbers and email addresses are extremely useful, should we need to contact parents quickly. We therefore ask you to cooperate with our requests for parental contact information as well as your host-country mailing address and phone numbers.

We also need to know student flight itineraries. Therefore, please share your itinerary with us by completing the flight itinerary questionnaire on the online application system at <http://dickinson.studioabroad.com>.

## **Safe Behavior Abroad**

Travel abroad is always an adventure for students. A common sense approach to the risks involved goes a long way toward assuring safe travel and pleasant memories. We offer the following suggestions for your own safety:

- When you travel during vacations, give a copy of your itinerary to the Center for Global Study and Engagement. Even if your plans are vague, leave whatever information you can, such as the names of travelers, expected destinations, lodging, phone numbers, and if available, mode of travel and dates of departure and return.
- Check State Department advisories on the web for all countries you will be traveling through to be prepared for any special conditions or dangers, visa requirements, etc.
- Travel with at least one other person.
- Carry your passport, travelers checks, money, and other important papers in a pouch around your neck or waist under your clothing.
- Avoid travel in large, predominantly American groups. It is easier to meet local people. It is also easier to organize trips and sightseeing in smaller gatherings. It's also safer.
- Always carry some local currency. Keep the equivalent of at least \$50 cash in reserve while traveling.
- DO NOT HITCHHIKE. Travel by bus, train, local transportation, or car.

- Don't leave money, tickets, your passport, or other valuables in a hotel room while you are out. Take them to the front desk and ask them to be put in safe.
- Keep a low profile in demeanor and dress. It is wise to adapt to local dress codes; avoid clothes and behaviors that call attention to yourself as a foreigner who doesn't know the culture.
- Leave expensive jewelry at home. It's best to wear little or none.
- Every year backpacks are stolen from students who set them down at their feet or sling them over the back of the chair in a café. Be careful with your belongings because replacing your passport, credit cards, keys, etc., is quite a hassle.
- Be polite, low-key, and sensitive to local customs; always observe signs and regulations in public places.
- Speak the local language wherever possible.
- Student guidebooks such as Let's Go or Lonely Planet are generally a good source of information.

### **In Troubled Times...**

Avoid the following:

- controversial discussions/situations in public places such as pubs
- street gatherings, demonstrations, picketing, etc.
- dangerous areas, shortcuts, narrow alleys, or poorly lit streets
- walking around in a large group speaking English
- heated sports matches and public events characterized by crowd excitement.

In times of heightened political, religious, or ethnic tensions, be particularly careful in:

- identifiable American institutions such as Embassies, American Express, McDonald's, Hard Rock Cafés, discotheques, lobbies of American chain hotels, and other places such as bars and restaurants identified with Americans or where Americans usually gather
- military and diplomatic installations; war memorials
- highly visible and crowded churches, mosques and synagogues
- train stations and airports; do not hang around ticket offices or airline counters--go quickly to your train or the lounges beyond the passport controls.

Some advice concerning terrorism:

Be especially careful to help maintain security both at your study site and while traveling. Because terrorist actions are usually preceded by a surveillance period, the U.S. State Department asks all American citizens "to be alert to anyone who might appear to be following them, or anyone whom they notice in the same place repeatedly, or anything unusual near their vehicles, workplaces, or locations frequented by Americans. Any unusual activity of this sort should be reported to local police."

Remember that terrorist attacks are usually planned months in advance. They often involve innocent accomplices. Students in foreign countries are considered easy to recruit. Be cautious when you meet new people. Do not give your address, your telephone number, or contact info for your study site.

Further recommendations when traveling:

- Do not accept any package, parcel, or suitcase from anyone asking you to carry, look after or store items for them.

- Do not borrow suitcases; make sure that no one has put anything in your luggage. A few years ago, a bomb found at Heathrow Airport in England had been planted in the bag of a young woman by her boyfriend whom she had known for over a year.
- Never drive a car for someone else, especially across national borders.
- Remain alert in public places; look around; get away from any package or bag which appears abandoned, and notify the employees or local police.
- Do not leave your own bags unattended, not only because they may be stolen, but also because the police may consider them dangerous and confiscate or destroy them.

### **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 in South Korea:**

Seoul is a large city. Take the same street-sense and security consciousness that you must cultivate when living in a large city in the U.S. with you.

### **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.

# CULTURAL PERSPECTIVES

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## Being Informed about the Host Country and World Affairs

What do you know about your host country?

1. Can you name the capital city and the head of state?
2. Can you name the major political parties and what they stand for?
3. How is the government organized in your host country as compared to the U.S.?
4. Name five large cities, identify their location and a feature they are famous for.
5. What are the key historical events of the 20<sup>th</sup> and 21<sup>st</sup> century in your host country?
6. What are the major religions in your host country and what role do they play?
7. Who are the major literary and/or cultural figures of the last two centuries?
8. What is the state of the economy? What are its problems, successes, and how is it organized?
9. Can you identify on a map the major rivers, mountain ranges, and other significant geographical features?
10. Can you identify on a map the states, provinces, or other political subdivisions of the country?
11. How is the educational system organized and funded?
12. What is the predominant view in your host country regarding current U.S. foreign policy?

Without researching the answers, most of us would do poorly on this little quiz. However, most local people at your study abroad destinations could probably answer most of these questions about U.S. Think about it!

Before you leave, do some serious research to educate yourself about your host country. Travel guidebooks and encyclopedias offer a respectable starting point. Read books, magazine articles, and newspapers about host country history, literature, geography, cuisine, etc. Foreign films are also a good resource. Take the initiative and get acquainted with international students at Dickinson's campus before going abroad.

No matter where you go, you will be asked hard questions about U.S. foreign policy. It is crucial that you have an understanding of what is going on internationally. Read newspapers and magazines that cover international affairs in depth. Include foreign news sources to expose yourself to other perspectives and a different set of facts abroad. The point is that you do not want to arrive abroad poorly informed or be caught off-guard by an encounter with viewpoints sharply different from your own. You especially need to be knowledgeable about the situation in Iraq and the Middle East, and how your host country and the United States stand in relation to those areas. People will have strong opinions and want to engage you in dialogue. Prepare for these situations and recognize their value as learning opportunities.

### **New York Times e-delivery:**

The New York Times runs an email service that provides daily delivery of the International section of the New York Times to your email box! You receive a brief overview of the article and a link that takes you to the full article.

To subscribe to the service, go to <http://www.nytimes.com/>.

Down the left side of the page, there is a MEMBER CENTER, where E-Mail Preferences are listed. You have to "sign-up" with the NYT, which is free. Once you sign up, you can click on a box that says "International" and you will receive an email with headlines from the NYT every day.

Now is the time to prepare for your study abroad learning experience. We urge you to engage in learning about the world now!

### **The People:**

The Koreans are a proud people with a 5000-year cultural heritage and ethnic uniqueness. This pride is complicated by what many Koreans feel to be the indignity of their turbulent history: the occupation by the Japanese, the allocation of the country by foreign powers and the presence of American armed forces personnel. You should be aware in your dealings with Koreans that they are very sensitive to any perceived slights of their culture. It is a good idea to behave pleasantly when bargaining over prices and to avoid contentious remarks regarding Korea and its culture.

The strong influence of Confucianism on Korean culture is evident by the great respect shown by Koreans for their elders and their superiors. All relationships require a placement in some sort of hierarchy for one party to determine how to behave with respect towards another. Most Koreans are extremely courteous and will go out of their way to accommodate you. Korean rules of etiquette are fairly complex, but allowances will be made for foreigners.

The Korean concept of **kibun**, a sense of well-being or harmony between people, is very similar to the Asian concept of 'saving face.' Efforts are made to smooth over potential problems, such as remarks that could lead to political disagreement. Arguments, or any situation that will lead to one party having to back down, will involve a loss of honor. Avoid putting yourself in a situation where you cause someone else to lose their pride.

### **Cultural Sensitivity:**

Please remember that in coming to Korea, you are entering another culture and you must abide by its standards. For instance, in spite of the high temperatures in summer, Korean society is still somewhat conservative in dress for both men and women. Your dress and public behavior make the strongest impression on Korean students, and your stay here will be made much more comfortable by showing sensitivity to what Koreans wear.

### **Local Customs ("Dos and Taboos"):**

- Before entering a Korean family home, and sometimes in museums or temples, you are expected to take off your shoes. Watch what others do and follow the custom as a gesture of respect.
- Respect for the aged person is strictly adhered to in Korea. Young people are expected to give up their seats for an aged person in a crowded bus or subway. If you follow this Korean custom, you will be considered well-mannered.
- When receiving a present or a wine cup from an older person, you should use two hands to grasp the object. This expresses respect.
- When shaking hands with an aged person, you must use both hands. It is customary to bow to an elderly person.
- Beckoning someone is done with the palm down and fluttering fingers – it is considered impolite to point or gesture with one finger at someone.
- Instead of waving in greeting, you bow your head. Bow again when taking leave.
- Sticking chopsticks upright into rice is a gesture symbolizing death and you would embarrass yourself and your hosts and fellow diners by doing this.
- Don't write a note in red ink because it conveys a message of unfriendliness.
- In general, Koreans dress very well and very neatly, even in hot weather. Proper dress code for both males and females is more conservative in Korea than in the U.S. Don't wear cut-offs, sloppy T-shirts, or flip-flops outdoors.



### **Racial/Political/Gender/Sexuality/Religious Issues:**

**RACIAL ISSUES:** A foreign man with a Korean woman (or a woman who looks Korean) runs a risk of being the recipient of Korean male antagonism. The woman will also be given a hard time. If you are a male accompanying a Korean female friend, avoid overt physical contact or outward public displays of affection.

**POLITICAL ISSUES:** You should recognize that certain topics – including U.S. policies and attitudes toward Korea – are sensitive ones for many people in Korea. However, discussion of a range of issues can emerge naturally among friends or even with a stranger. Acknowledging the complexity of certain issues is a useful rhetorical device in such instances. There is no need to be dishonest about your own views, but be a good listener and avoid any appearance of arrogance and insensitivity.

**GENDER ISSUES:** Physical contact between the sexes, especially among young people, is a fairly common sight nowadays on campuses or on the streets in Korea. Traditionally, physical contact between opposite sexes was strictly prohibited, whereas contact among the same sex was tolerated. Do not be surprised to see same-sex pairs, male or female, walking hand in hand or even sitting on each other's laps. For Koreans, a show of affection or physical contact between two people of the same sex is a natural expression of friendship.

**SEXUALITY ISSUES:** You may encounter the strongly held opinion among Koreans that there is no such thing as homosexuality in Korea. It is probably best not to argue the point.

**RELIGIOUS ISSUES:** Yonsei University is a church-related university and holds chapel services for regular Korean freshmen and sophomores in the Luce Chapel on campus. The city of Seoul has many churches within walking distance from campus with several English-speaking congregations.

### **Suggested Reading/Web Sites:**

#### **READING MATERIAL:**

The Traveler's Guide to Asian Customs and Manners by Kevin Chambers (Meadowbrook Press, 1988)

Women Travel and More Women Travel edited by Miranda Davis and Natania Jansz (Rough Guides, 1993; 1995)

One Thousand Chestnut Trees, by Mira Stout

Still Life With Rice : A Young American Woman Discovers the Life and Legacy of Her

Korean Grandmother by Hellie Lee, Hetie Lee

Retrieving Bones, edited by W.D. Ehrhart and Philip K. Jason

#### **TRAVEL GUIDES:**

Korea, Lonely Planet

#### **WEB SITES:**

Dickinson-in-Seoul: [www.dickinson.edu/academics/global-campus/content/Dickinson-in-Korea/](http://www.dickinson.edu/academics/global-campus/content/Dickinson-in-Korea/)

Visit Korea: <http://english.visitkorea.or.kr/cnu/index.kto>

# CULTURAL ADJUSTMENT

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## **Stranger in a Strange Land...**

Students head out into the global village, armed with sensible shoes, sharpened pencils, and bright hopes. They arrive at their destination, settle in, and head out again to discover local charms. They buy a Tube pass. Eat borscht or sushi. All goes well ... a few minor complications ... that begin to pile up ... until suddenly CULTURE SHOCK strikes! and the notion of “Home” gains an unprecedented, intense appeal.

Some form of this experience awaits almost everyone who goes abroad for the first time (and also for the second and every other time to follow). Culture shock is a natural phenomenon, the frustrating, but temporary first step toward the profound personal growth and broadening of horizons that is a central reason for studying abroad. A great deal depends on how you respond to it.

The two articles reprinted in this section are intended to help you navigate the experience of cultural adjustment you will soon face. If you are studying in a non-English speaking country, be sure to read the story of the woman who overcame her fear of using her clumsy beginners’ Russian.

# CULTURE SHOCK

## What is it?

Culture shock is the mental, physical and emotional adjustment to living in a new environment. It is the coming to terms with different ways of approaching everyday living—everything from fundamental philosophical assumptions (one's worldview) to daily chores.

Anyone living in a new environment long enough cannot ignore the differences. They become frustrating, and possibly infuriating, until recognizable patterns emerge and an understanding of why things are done differently develops.

Culture shock can be charted on a U-shaped curve that encompasses five separate phases: fun, fright, flight, fight and fun. When you first arrive in Britain, everything is wonderful. You're excited that you've arrived, finally seeing firsthand all those places that previously were just one-dimensional pictures. This is the 'fun' stage.

After a while, all those wonderful, cute customs become aggravating. There is no point to them. You think your own culture's way are much better, more efficient, more sensible. While British people seem friendly, at first, it's just superficial warmth, not a real interest in establishing a friendship. You begin to miss your family and friends. This is the 'fright' stage.

Then it gets worse. You're really homesick. You can't find anything good about the UK. Everything stinks. You're convinced that nothing beats your home country, and you remember how good you had it at home. You may even come to believe that all your problems will go away if you can just pack up and go home. This is the 'flight' stage. It's serious but usually temporary.

You give yourself a pep talk and decide to stick it out awhile longer. This experience deserves a fair chance. You become a bit more active in the clubs you joined earlier. You make more of an effort to get to know the people on your dorm floor. You decide to be less furious with those stupid policies (like post offices and stores that close early). Now you're into the 'fight' stage.

Know what? You begin to like the people on your residence hall floor. In fact, those acquaintances are more like friends. They tell you why those stupid policies are the way they are. In fact, those policies make sense and don't seem too stupid. You're no longer inconvenienced by them and have trouble understanding why they bothered you so much. You suddenly realize you like it there and want to stay forever. You've arrived at the fifth and final stage -- and have made it through the emotional roller coaster ride of culture shock.

## Possible Symptoms of Culture Shock

Sometimes people don't realize when they're suffering from culture shock. This confusion can be

the result of looking at several symptoms as isolated problems rather than as related components of a single affliction. Some signs which you may notice that could indicate culture shock are:

- Homesickness
- Boredom
- Withdrawal (spending too much time in your room, only seeing other U.S. students, avoiding your host family)
- Negative feelings and stereotyping of nationals
- Inability to concentrate
- Excessive sleep or insomnia
- Compulsive eating or drinking
- Lack of appetite
- Irritability
- Crying uncontrollably or outbursts of anger
- Physical ailments, such as frequent headaches or stomachaches

## Dealing with Culture Shock

There are ways to prepare for, and thereby lessen the extremes of, culture shock.

First, know that you will experience some degree of culture shock (even if you don't believe it now). Everyone does. Carefully read the process outlined so that you'll recognize the symptoms and feelings. Most importantly, understand that those frustrating feelings will pass.

Second, expect things to be different. Some differences will be quite

obvious, others less so. You're probably prepared for the major cultural differences -- religious and socio-economic differences. It's the apparently trivial differences that will become the most grating. Try not to allow yourself to blow them out of proportion.

Third, don't label differences as "good" or "bad." Because the American way is the predominant (if not the only) way you know, you will inevitably compare everything there with the ways and approaches you know in this country. Realize that you are not looking objectively at your new culture. Rather, you're seeing (and judging) it from the American perspective. Instead of judging what you see as better or worse than what you know in America, try to focus on the differences and ask why they exist.

Fourth, maintain the ability to laugh at your mistakes. It will take some time to adapt to the point you can maneuver without making cultural missteps. After all, it took quite a bit of training by your parents and effort on your part to be comfortable in your own culture! Finally, you don't have to "do as the Romans do" and accept all the differences. You'll like some of the British ways and incorporate them into your daily routine. Other ways won't fit your values or outlook, and you'll decide that they're not appropriate for you. You are free to make choices, and doing so is perfectly acceptable.

#### Taking the Sting Out

Culture shock occurs because, unconsciously, we expect everyone to be like us. Inevitably, something will occur in a new culture that will not fit your frame of reference

and therefore won't be fully comprehended. This sort of ambiguity is threatening and frequently causes fear, anger, repulsion or some strong emotion.

The key to coping is to become aware of these reactions as they arise. Instead of allowing extreme emotional reaction to control, try to determine the cause of your reaction. By focussing on the cause instead of the reaction, you can frequently cause the emotion to abate. Then you can experience the situation more objectively, without the American presumptions which caused the emotional reaction in the first place.

Careful observation, not clouded or skewed by your own cultural presumptions and expectations, will help you develop an understanding of the new culture and will facilitate your inclusion in that culture. This is a general overview of culture shock. *The Art of Crossing Cultures* by Craig Storti (Intercultural Press, 1989) discusses culture shock and coping strategies in more detail.

#### American Cultural Patterns

Culture shapes everything -- the ways in which you think and analyze, what you value, how you do things, what's considered proper behavior. It's difficult to assess all the effects of a culture while you are enmeshed in it. When you're abroad, you'll discover important aspects of the American culture that you were unaware of before you left. Since you'll be viewing your new culture from the American perspective, it is helpful to have a good grasp of the American perspective and how it shapes you.

Being aware of your own cultural biases and presumptions will enable you to understand your reactions to ambiguous events that occur while you are abroad. While you won't escape culture shock, you can be well-prepared to face it and dilute its effects. You may think this is obvious, but take a look anyway. Tacit knowledge can only be of help to you if you're cognizant of it. Time in America is linear. The clear division between past, present and future allows for a chronological frame of reference. Time is a tangible thing. It can be "used," "spent," "wasted," and "managed." It is a commodity to be carefully monitored. The faster something is done, the better.

#### Cultural Variations

Most western cultures share many of the same assumptions with Americans, but some variations do exist. Be prepared for "efficient and quick" to be a very different concept from what you're used to. While everyone likes an idea that works, some cultures value aesthetics over practicality or emphasize the process over the end result, and family ties and social obligations are often given priority over individual needs and wants.

#### You're Not Alone

Remember that everyone else on your program will experience similar feelings to yours. Don't hesitate to look to them for moral and emotional support. In addition, the staff of both your host institution's international student office and our offices abroad can help you if you're feeling particularly stressed or anxious. Please seek them out.

From the Beaver College Orientation Handbook

# A Bit of Nerve, and Plenty of Pleases

*A traveler to Russia finds that attempting the language, however haltingly, opens doors and prompts smiles*

By JOAN CHATFIELD-TAYLOR

**A**BOUT five weeks into my evening class in Russian, I came to a hard truth: I knew, abruptly and positively, that I was never going to speak this language.

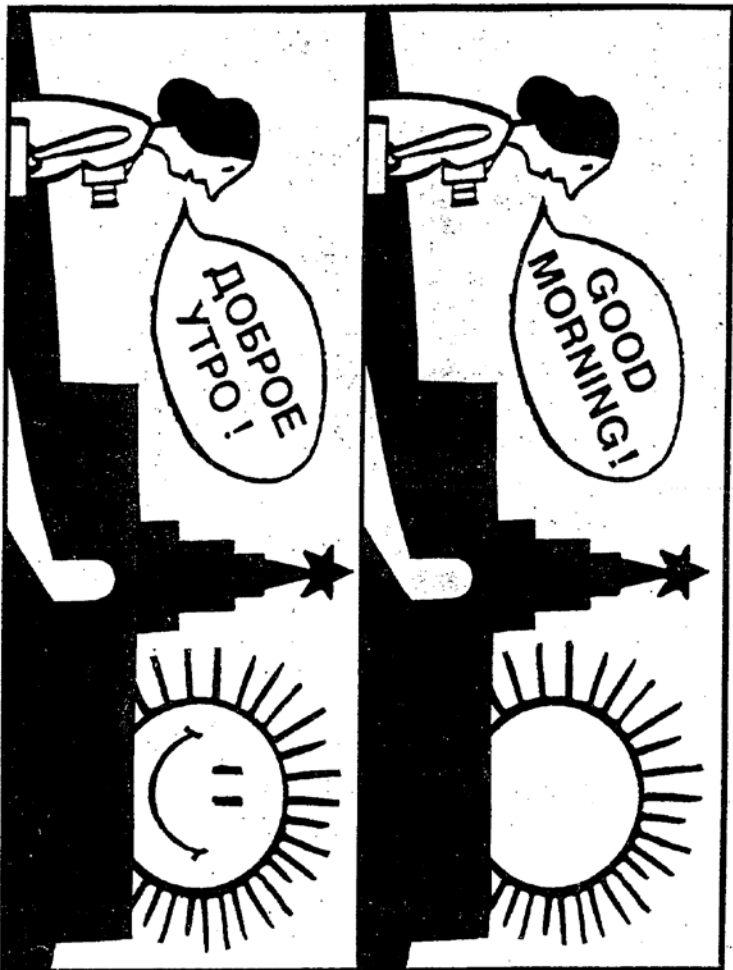
When I started my course, friends said with a grin, "You mean you're going to learn a whole alphabet? The Cyrillic alphabet, for all its hesitations, like the capital letter T that becomes a small t in script, turned out to be more manageable. My classmates and I got a kick out of scribbling at the blackboard writing words embellished with hooks and loops and dots. But my middle-aged brain gave up when it came to the grammar, with its three genders and six cases for nouns and adjectives, its combining verbs of motion and its different verb forms for completed and uncompleted actions.

If I had been in school, taking Russian for credit, I would have panicked. Instead I was a one-evening-a-week, not-for-credit student at the University of California Extension class in San Francisco. My classmates, ranging in age from 20 to 60, were taking the course for the sheer pleasure of learning new sounds. No one was planning to move to Moscow or make a fortune in the Wild West of Russian commerce, although there were some hints of cross-cultural romance.

If there was little exterior pressure to excel, there was still the matter of self-respect. I am a language snob, who for years believed that the only acceptable way to speak a foreign language was perfectly. I felt a quite dispiriting frisson of pride when French people ask me if I teach French or if I'm from another French-speaking country. Clearly, no Russian was going to mistake my Slavic mutterings for the real thing. Nevertheless, I continued to study Russian. I just changed my goals. As my Russian-speaking daughter put it: "Mom, you are never going to learn this language perfectly. You just want to make Russia less opaque."

Less opaque. Those were the magic words that kept me listening to my tapes and filling in my workbook. The class moved from the university's extension campus to the teacher's home next to Holy Trinity Cathedral, San Francisco's oldest Russian Orthodox church. We drank tea and admired his array of icons and painted Easter eggs. In this informal setting, we no longer had written tests and our homework was

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corrected but not graded.

The real test for me came when I made my second trip to Russia. During my first trip, before I started the course, I had been content to struggle with the Cyrillic alphabet, walking slowly down St. Petersburg's Nevsky Prospect trying to decipher signs. I stopped at one that seemed to announce, "Backus! Pobuniv." After at least one minute of decoding, I started to giggle. BASIL ROBINSON. My favorite word looked like baf, which turned out to be good place to get a shot of bodka.

Ten months later, as my plane bounced

into Moscow in a blizzard, I was frantically rereading my Russian textbook. On the way into town, I began to read billboards. Suddenly, I felt a surge of confidence and an unreasoning interest in cell phones, snack foods, banks, computers and other New Russia status symbols. I understood almost everything, with the help of an extremely basic vocabulary and the helpful, historical tendency of the Russians to borrow words from other languages. Even under the heavy disguise of the Cyrillic alphabet, the word for a hotel floor is pure French, étage. Nor does it take much linguistic brilliance to

figure out that fozopapart is just a fancy way of saying cannot. One cannot live by billboards alone, however. The more interesting challenge came when we decided to take a walk. I approached the elderly hotel security guard near the Lenin, took a deep breath and asked, "Where is the Stary Arbat?" In what I hoped was a friendly and disarming, smiling mixture of relief and embarrassment, he pointed me in the right direction and drove a map highlighting the underground passages that save Moscow pedestrians from certain death on the city's many-lined streets.

Walking along the Arbat, Moscow's favorite pedestrian mall, in a flurry of snowflakes, we were approached by a woman who wanted to tell us about the Easter services at her cultural center. As she rattled on, I realized that I was getting the drift of the conversation. Unfortunately we had not reached the future tense in class, so I was unable to tell her politely that we were leaving for St. Petersburg in a few days. Buoyed by the experience, I spent the next two weeks producing bits and pieces of Russian. I asked for directions. I bargained with taxi drivers. I mastered the Moscow metro, starting with the central station where four lines meet. I translated for my friends when the charming docent at the Romanyov Boyars house explained the life of a noble family in 16th-century Moscow. I snailed a lot, and almost without exception, everyone smiled back and tried to help with directions, information, advice. Russia was indeed less opaque.

I remembered other countries where a few words of the language had had dramatic effect. My best moment in Turkey came in a pretentious, dark restaurant in Istanbul. As we struggled to read the menus in the penumbra, our waiter ignored our requests in English for more light. Suddenly I remembered that my 40-word Turkish vocabulary included both *lutfen* (please) and *lutfum* (candle). When I said firmly, "Lutfum," his amazement was lovely to behold, and so were the candles that promptly graced our table.

**E**XPERIENCES like these have made me a firm believer that speaking languages badly or not at all is better than not speaking at all. It takes some nerve, of course, although my own experience has been that people smile when you're stumbling about in relatively obscure circumstances. Speaking badly required a dramatic change in personality. Gone was the perfectionist with her graceful subinfectives and catchy idioms. Instead, I now smile a lot. I begin every conversation — if one can call these garbled bursts conversations — with "please, thank you and excuse me. I growl, linguistically speaking.

It has been worth it. Even a handful of words, chosen almost at random, is empowering. Russia, that mysterious and intimidating country, became a friendlier place as it became less opaque. So have Turkey, Costa Rica, Italy, Denmark, Morocco and a dozen other countries where I opened my phrase book, clumped down my shyness and began, however haltingly, to speak.

## Cultural Adjustment: Responses to Living Abroad

In order to understand what culture shock is, you need to remember that your ability to function in the world depends on your being able to read hundreds of signs, to respond to subtle cues, and to behave according to countless explicit and implicit rules. At home, much of what you do in your daily life is automatic and requires little thought. Overseas, the reverse is true, and simple tasks can become difficult. Because you are not always able to understand the messages you receive and cannot always communicate what you mean, you may suffer anxieties. When you are confronted with new ways of thinking and acting, including oftentimes a different value system, you can become disoriented. Your 'normal', 'common-sense', or 'logical' way of looking at things suddenly may not apply. Suffering culture shock can, at its worst, lead to severe stress and depression. Even a light case of culture shock will manifest as frustration and irritation.

Culture shock usually manifests itself as a cycle of readjustment phases that may last quite a while before one adapts. Most people experience at least two lows during a stay overseas, but the length and severity of these vary greatly for each individual. Fortunately, culture shock is both predictable (it will happen) and manageable (you will survive it). If you are prepared for it, you can do a great deal to control it or at least understand its effect. The best advice may be to remain flexible and open-minded to new things, maintain a sense of humor about the mistakes you will make (and you will make some), and try to integrate as quickly as possible into your new culture. Whatever happens, the program director is available to help you through rough periods. We encourage students to talk to the on-site staff when they meet problems and not to wait until the problem gets bigger and more complicated.

### Responses to Living Abroad:

- 1) First weeks, riding high with enthusiasm. Commonly known as the "honeymoon stage."
- 2) Possible entrance of a slight anti-American streak such as thorough disgust with all American tourists... or "I am never going to go back to America again."
- 3) Feeling of being overwhelmed by all the possibilities presented in your host country, i.e. cultural events, restaurants, student clubs, traveling in your host country and elsewhere, etc.
- 4) Realization of aloneness, some independence, absence of family, problems of communicating by letter, struggle with the language, utilizing free time, heating and housing discomforts, etc.
- 5) This often coincides with mid-semester examinations adding academic pressure to all of the above, which results usually in a very low period or dark depression. Psychologist L. Oberg states that some of the symptoms of this period are: "Excessive washing of the hands; excessive concern over drinking water, food, dishes, and bedding; a feeling of helplessness, fits of anger over delays and other minor frustrations; delay and outright refusal to learn the language of the host country; excessive fear of being cheated, robbed or injured; great concern over minor pains and eruptions of the skin; and finally, that terrible longing to be back home, talking to people who really make sense."
- 6) Hostility or aggressive phase. Complaints about the local people, their customs and attitudes. Complaints about the program, regulations, and attitudes. This phase can become extremely petty.
- 7) Identity crisis. Searching within oneself, "Why am I here?", "Am I in the right major?"

### **Recovery:**

- 1) Slowly finding a balance between academic work and other compelling interests. Better organization of one's time, and separation of the romantic preconceptions from the reality.
- 2) Oberg indicates that "the recovery stage usually finds a growing sense of humor, with the visitor able to joke not only about the host country, but also about his own difficulties. In the final stage, adjustment, the visitor learns to accept the foods, drinks, habits, and customs of the host country and even to enjoy them."
- 3) Important realizations include getting to know the local people as individuals and not as stereotypes, suddenly realizing the great personal freedom and appreciating it, making deep friendships with fellow students and local people, finally leaving America and trying to learn something about the host country with an accompanying decision to appreciate the best of both countries.

### **Our Advice:**

Here are some additional thoughts concerning cultural adaptation:

Soon after arriving, you will undoubtedly confront the temptation to withdraw into the American group. Work hard to resist this crutch. Extreme dependence on the American group will limit ties and friendships outside your immediate circle. You should make a genuine and constant effort to penetrate and become part of the host culture. Opportunities are there from the moment you arrive, but you must take the first step and probably the second and third.

Look for clubs and activity groups, which provide opportunities for meeting people and for doing things that you enjoy. If you do join a group, realize that you are the one who will have to fit yourself in. People will not necessarily go out of their way to accommodate you. Even if you are not a "joiner," you should get involved in things that interest you.

Beware of cultural stereotypes! They can operate against you, as well as against the culture you are living in. Stereotypes are destructive because they can interfere with getting to know the local people and prevent you from getting to the rich reality behind the surface.

Avoid making negative comparisons with how you do things or what you have in the U.S. It can be a challenge to understand why things are done differently, but try to be patient and figure out what the difference is and why. Remember, you are not going abroad just to find the same things that exist here in the States. Beware of ethnocentrism, the attitude of superiority of one group over another. We tend to think our culture and society are the most important, worthy, and civilized in the world, and you may be surprised to find that others do not share our view.

Your experience abroad will not always be a bed of roses, and you may experience great loneliness at first. There will be a vacuum of comfortable social, cultural, and political structure. Activities and status symbols that make you who you are at home and on campus will be missing or meaningless: meetings, contacts, cars, sororities and fraternities, and extra-curricular recognition. There will be the void of a familiar routine in your life.

What can you do to survive with grace? Re-organize and learn to budget your time and avoid the temptation of too much travel. Keep a journal for future reference. Be patient; you will not learn the language perfectly or make friends in the first two weeks after arrival. Accept that you cannot become totally submerged in host culture. Be proud, although not intrusively so, of being an American. You will unavoidably carry your American cultural background with you. Accept that wherever you are is the center of the world for the people who live there. Behave as a guest, and show the inhabitants that you feel lucky to be there, in the center of their world.

And most importantly, remember that early disorientation is normal, healthy, and perfectly OK!

# KEEPING TRACK OF YOUR TIME ABROAD

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## **Keeping a Journal:**

You are about to embark on a journey where you will be a foreigner. As you interact with the people and customs of your new surroundings, your views of yourself and some of your most cherished values will be challenged and undergo subtle changes.

One of the best tools for gaining insight into these changes is to keep a journal. There you can reflect on the puzzling and wonderful things you have seen, experienced, and overheard that sticks in your mind. A custom that appears strange at first will often become understood as you continue to observe it in its own context. Writing down incidents, thoughts, questions, ideas, and reflections will help give depth and insight to your experience and can also be therapeutic. A journal can be especially helpful when traveling because it will be easier to remember the amazing places you visited – and a great reminder of your time abroad when friends and family ask about your semester.

It is always a challenge to put this experience into words, but make a start and stick with it. Go beyond the mere recording of incidents to recording your feelings and conjectures. Why did that comment sting? Why did people react so strangely to my shirt, or smile, or joke? You will see sights that strike you as barely imaginable back home. What does that say about the host culture? What does it say about your own? A month later you may see things differently and you should write that down too. Record stories or poems you are inspired to write, etc. The journal will capture your thoughts at a specific moment. Years later the journal will be a treasure. Keep a journal, you will not regret it!

## **Taking Pictures:**

Some people may not be particularly fond of writing or just can't find the time to keep a journal regularly. Keeping a camera close at hand is another great way to document all the memories you will make while abroad. Also, upon returning to campus, there will be a photo contest for returned studied abroad students during which your photos will be displayed and eligible for prizes. More details about the photo contest will be sent out upon your return from studying abroad.

## **Dickinson Study Abroad Blog:**

Dickinson College has a blog for students participating in study abroad programs. You may want to consider keeping a journal on the blog and to share your experiences and insights with your friends or other students interested in going on your program. It also serves as a good tool to keep you connected with Dickinson students studying at different locations and to exchange information. Please find the blog link here: <http://blogs.dickinson.edu/abroad/>. If you're interested, send an email to Todd Bryant at [bryantt@dickinson.edu](mailto:bryantt@dickinson.edu). He will create your blog and send you the basic instructions to get started.

## **Dickinson Study Abroad Wiki Page:**

The blog is a great place for individual journals; however, if you and some of your fellow Dickinsonians would like to publish something together such as a newsletter or paper the wiki is a better bet. No technical knowledge is required. You can get an idea of how it works by looking at the example of the Toulouse program:

[http://wiki.dickinson.edu/index.php?title=Toulouse Study Abroad Program](http://wiki.dickinson.edu/index.php?title=Toulouse_Study_Abroad_Program).

Check out the La Une newsletter. If you're interested, send an email to Todd Bryant. He'll make sure you have the access you need and the very basic instructions. (Hint: it starts by clicking the "edit" tab at the start of each page).



# RETURNING BACK HOME

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## Things to Take Care of at Dickinson Before Returning Home

### **Course Request Process when Returning to Campus:**

Information regarding the course request period will be sent via e-mail to students' Dickinson e-mail addresses, announcing when the course request period will take place. Course requests will be made through the web, and the site will be accessible from off campus.

### **Room Selection at Dickinson:**

The following information about room selection has been provided by the Office of Campus Life. Like other offices on campus, Campus Life relies on e-mail to convey information to students away from campus. You may contact the Office of Campus Life by phone (717-245-1556) or email ([campuslife@dickinson.edu](mailto:campuslife@dickinson.edu)). Communications will be sent to Dickinson students off-campus at their Dickinson e-mail address. **Remember to check your Dickinson account regularly for important messages from the College.**

- **If you are going abroad for *fall semester* and returning for *spring***, you will participate in the housing selection process on campus. Campus Life offers informational and educational materials that are available to all students so they can make informed decisions about room selection.
- **If you are going abroad for *the entire year* or for *spring semester* and returning for *next fall***, it is important that you make arrangements for a housing proxy for the next year **before you leave**. Make sure that you send Campus Life the name of your housing proxy well in advance of the dates of housing selection. All students studying abroad in the Spring semester will receive an email from Campus Life reminding them to designate a proxy. This can be done by emailing [campuslife@dickinson.edu](mailto:campuslife@dickinson.edu). Your proxy will pick your room assignment during room selection.

If you wish to live off campus, your proxy will fill out and hand in your off-campus housing application. Applications will become available in the spring semester. NOTE: Not all students who apply will be able to live off-campus. Only a limited number of off-campus permissions will be granted.

## MISCELLANEOUS INFORMATION

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### **Time:**

The Republic of Korea is 13 hours ahead of the U.S. (Eastern Standard Time).

When it's noon in South Korea it is 10 p.m. the previous day in New York. Daylight savings time is not observed.

### **Currency:**

The unit of currency in Korea is the **won**. Notes come in denominations of W1000, W5000, and W10,000. Coins are issued in units of W1, W5, W10, W50, W100 and W500, but the W1 and W5 coins are only seen in banks.

### **Metric Conversion Tables:**

See page 51.

<b>APPENDIX I:</b>	<b>TRANSFER CREDIT POLICY</b>
<b>APPENDIX II:</b>	<b>MEMO ON HEALTH INSURANCE</b>
<b>APPENDIX III:</b>	<b>SUPPLEMENTAL TRAVEL INSURANCE</b>
<b>APPENDIX IV:</b>	<b>HEALTH ISSUES WHILE TRAVELING</b>
<b>APPENDIX V:</b>	<b>STUDENT AGREEMENT FORM</b>
<b>APPENDIX VI:</b>	<b>REFUND POLICY</b>

## METRIC CONVERSIONS

<u>Thermometer Readings</u>		<u>Kilometers - Miles</u>	
C	F	Kilometers	Miles
38	100.4	1	0.6
37	98.6 (body temp)	3	1.8
35	95	5	3
30	86	10	6
25	77	15	9
20	68 (room temp)	20	12
10	50	25	15
5	41	30	18
0	32 (freezing)	40	24
-5	23	50	30
-10	14	100	60
-15	5	150	90
-20	-4	200	120
-25	-13	250	150
-30	-22	500	300
[To convert centigrade to Fahrenheit: multiply by 9/5 and add 32]		[To convert kilometers to miles: multiply by .6]	

OR, observe the simple rhyme: “ 30's hot and 20's nice, 10 is cool and zero's ice”

### Weights and Measures

Metric	U.S.
1 gram (gr)	0.035 ounces
500 grams (= ½ kilo)	1.1 pounds
454 grams	1 pound
1 kilogram (= 1000 grams)	2.2 pounds
5 kilograms	11.0 pounds
1 liter (l)	2.113 pints
1 liter	1.056 quarts
3.785 liters	1 gallon
1 deciliter	0.21 pint
1 meter	3.28 feet
1 meter	39.37 inches
1 centimeter	0.394 inches
2.54 centimeters	1 inch

#### Kitchen Hints:

1 cup sugar = 200 gr.    1 tsp. = 5 gr.  
 1 cup flour = 150 gr.    1 tbsp. = 12 gr.

[To weigh yourself: double the number of kilos and add 10%]

## APPENDIX I: Transfer Credit Policy

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### The Center for Global Study and Engagement Dickinson College

#### Credit Policies for Academic Year & Semester CGSE Programs

##### *General Policies for All CGSE Programs:*

- Dickinson students who have been granted permission to study off-campus must take a **normal full load of classes** as defined by their program or host institution.
- Only **liberal arts classes** will qualify for transfer credit.
- 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 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” or better. However, *all* courses for which a student has registered will appear on the transcript, along with the corresponding grades.
- Grades for courses taken at a cooperating institution (including all non-Dickinson programs) are recorded on the transcript, but are not included in the GPA (see exceptions for Dickinson and Dickinson Partner Programs below).

##### *Specific Policies for Dickinson and Dickinson Partner Programs:*

- Dickinson students enrolled in a Dickinson or Dickinson Partner Program abroad may receive up to a maximum of 4.5 course credits for one semester.
- Some programs require a separate pre-program orientation course that may yield an additional credit (please consult your program-specific handbook for more information).
- Please note that not all programs will provide half courses (.5 credit).
- To take more than 4.5 credits per semester, a student must petition Brian Brubaker, Director of Study Abroad. In the Director’s absence, students may also address their petitions to the Associate Provost and Executive Director of CGSE. **If a student registers for more than the maximum credits allowed without permission of the Center for Global Study and Engagement, the course credit will not transfer.** Students will also be responsible for any additional fees for doing this.
- Grades for Dickinson courses taught at Dickinson Centers (i.e., courses approved by the Academic Program and Standards Committee and taught by faculty approved by the Faculty Personnel Committee) are included in the GPA, *regardless* of the grade earned.
- The following courses taken at cooperating institutions have been approved as “Dickinson courses” by the appropriate academic departments. Letter grades earned will be included in the GPA for:
  - University of East Anglia (Norwich) courses in English, American studies, economics, fine arts, theatre, music, history, philosophy, and religion. Courses in sociology except for core courses 240, 241, and 330/331, for which pre-approval is required.
  - University of East Anglia (Norwich) courses in biology, chemistry, environmental science, environmental studies, geology, mathematics, and computer science.
  - All courses taken through the School for Field Studies.
  - All courses taken at the Intercollegiate Center for Classical Studies (ICCS) in Rome, Italy.

Upon return to Dickinson, students must complete an *Enrollment in Another Institution Form*. **Seniors are required to submit this form prior to the course request period for their last semester. If the form is not in the Registrar's Office by that time, the student will not be permitted to participate in the course request period.** Please note that this form is required **only** when a student is seeking major, minor, or distribution credit for coursework completed at a cooperating university or through the Dickinson in Yaoundé program. The form is *not* required for Dickinson Center courses, or for courses at a cooperating university for which a student is seeking only general credit. After obtaining the required signatures, the student should bring the form to the Center for Global Study and Engagement. The form will then be forwarded to the Registrar's Office.

#### ***Specific Policies for Non-Dickinson Programs:***

- Dickinson students enrolled in a non-Dickinson program may receive up to a maximum of 4 course credits for one semester.
- To take more than 4 credits per semester, a student must petition Carla Maranto-Arnold, Study Abroad Coordinator. In the Study Abroad Coordinator's absence, students may also address their petitions to the Associate Provost and Executive Director of CGSE. **If a student registers for more than the maximum credits allowed without the permission of the Center for Global Study and Engagement, the course credit will not transfer.**

Upon return to the Dickinson, students must complete an *Enrollment in Another Institution Form*. **Seniors are required to submit this form prior to the course request period for their last semester. If the form is not in the Registrar's Office by that time, the student will not be permitted to participate in the course request period.** Please note that this form is required whether a student is seeking major, minor, distribution, or general credit. After obtaining the required signatures, the student should bring the form to the Center for Global Study and Engagement for approval by the Study Abroad Coordinator. The form will then be forwarded to the Registrar's Office. Students should work directly with their host program to ensure that an official transcript is sent to the Registrar's Office as soon as possible after the program has ended.

#### ***What to Do Before Studying Off-Campus:***

Dickinson College does not formally pre-approve courses for transfer. However, students should thoroughly discuss their off-campus plans with their academic advisor(s) prior to leaving Carlisle. Students should talk with their advisor(s) about what may or may not fulfill Dickinson transfer credit requirements, specifically which courses taken off-campus may fulfill major, minor, or distribution requirements. In some cases, conversations with appropriate department chairs may also be helpful. Some departments on campus may require extra work, especially for advanced-level credit. It is the student's responsibility to inquire about any extra work required. CGSE staff are available to answer general questions about transfer credit policies.

#### ***What to Do While Off-Campus:***

Students should maintain e-mail contact with their academic advisor(s) while abroad, especially during the first weeks of the semester when they are in the process of finalizing course schedules. **To document coursework at cooperating institutions, students should keep a portfolio for each course, including a syllabus, reading list, completed projects, written work, examinations, journals, etc.**

## APPENDIX II: Memo on Health Insurance

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### MEMORANDUM

From: The Center for Global Study and Engagement

Subject: Primary Health and Accident Insurance Information

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Students who are covered by the on-campus Dickinson Student Health Insurance are covered overseas by this policy. While it satisfies the minimum requirement for primary health and accident insurance for our students on overseas programs, you are advised to examine the policy to see if the coverage meets your specific needs.

All participants are billed for Dickinson student health insurance. Follow the directions for “waiving out” of the Dickinson student health insurance if you plan to rely on a family policy. Information on waiving out can be found at: <http://www.dickinson.edu/student-life/resources/health-center/content/Insurance/>

Students, who wish to “waive out” of this coverage and be covered instead by their family health insurance policy, will find helpful information about evaluating health insurance in the *Health Insurance* section of their handbook. Your policy must cover you **overseas** and **for the duration of your stay**.

Like Dickinson students, guest students attending Dickinson programs from other colleges and universities must also have primary health and accident insurance coverage. Non-Dickinson students **do not** have the option of purchasing Dickinson student health insurance.

## APPENDIX III: Supplemental Travel Insurance

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(This policy is subject to change)

### **Emergency Travel Assistance Program and Supplemental Travel Accident and Medical Insurance**

Under the auspices of the ACE American Insurance Company (A Stock Company), Dickinson College provides world-wide travel assistance services and travel medical emergency insurance to persons acting officially for the College (e.g., program directors, trustees, faculty, administrators, academic professionals, staff, or students).

Afforded under the world-wide travel services are the following: Pre-departure Services such as information on immunization requirements, passport and visa requirements and Overseas Assistance such as telephone advice about lost baggage or passport, emergency cash service, assistance during a medical emergency, emergency legal advice-assistance, and emergency message service. For further information, consult the "Travel Assistance Program" brochure available from the Office of the Vice President for Campus Operations. For travel service assistance in the U.S. (or Canada), call 888-293-9229. If outside the U.S., call 001-610-293-9229

Also provided is world-wide travel medical and emergency insurance which includes: up to \$50,000 for accidental death & dismemberment, up to \$50,000 for all medical expense benefits, up to 100%\* of usual and customary charges for emergency medical evacuation and repatriation of remains. *Note:* This insurance coverage (ACE policy #GLM N0 48 49 06 1R) is effective ONLY AFTER the person has left the United States. For a complete schedule of benefits, deductibles, and policy limitations and/or exclusions, please consult with the Office of the Vice President for Campus Operations.

To process an insurance claim: a) written notice of the claim must be sent to the Company (ACE) within twenty (20) days after the occurrence or commencement of any loss covered by the policy; b) the Company, upon receipt of the claim, will furnish the appropriate forms to the claimant(s); c) written proof of the loss must accompany any claim; d) payment of the claim will be made to the claimant(s) or to a beneficiary.

Contact Address: Office of the Vice President for Campus Operations, Dickinson College, P. O. Box 1773, Carlisle Pa 17013-2896. Telephone 717-245-1943; FAX 717-245-1903;

\* These benefits apply only after all other valid and collectible insurance benefits are exhausted and are subject to policy limitations and/or exclusions.

September 2009

## APPENDIX IV: HEALTH ISSUES WHILE TRAVELING

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### HEALTH ISSUES WHILE TRAVELING

Mary Arthur, C.R.N.P., M.P.A., Director, Student Health Services

#### Travel Clinics

Carlisle Travel Clinic Carlisle Internal Medicine 11 Sprint Drive, Suite C Carlisle, PA 17015 Phone: 717-245-9765	Holy Spirit Travel Health Program Holy Spirit Hospital 503 North 21 <sup>st</sup> Street Camp Hill, PA 17011 Phone: 717-972-4351	Hershey Medical Center Clinic Phone: 717-972-4222 Phone: 1-800-243-1455
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**Internet Resources:** <http://www.cdc.gov/travel/index.htm><http://www.travelhealth.com>

#### Prior to traveling

Check the CDC web site to get information on the country you are going to. Read about any epidemics or outbreak in progress. Read about water and food precautions. The CDC site will also give you the immunizations you need to be up to date along with any additional vaccinations needed for that specific country. Some vaccinations need to be given weeks before departure, so don't wait, make an appointment as soon as you know where you will be going, so that any needed vaccines may be given in the appropriate time frame.

#### Immunization

All the following immunizations should be up to date:

- Measles, mumps, and rubella (MMR)
- Tetanus and Diphtheria (Td) - within the past 10 years or 5 years if you will be doing work outside around soil or potentially rusted material
- Hepatitis B (series of three shots)
- Polio

For persons who have received a complete series of polio vaccine, an additional single dose of vaccine should be received by persons 18 years of age and older traveling to the developing countries of Africa, Asia (East and Southeast), and Middle East, and the Indian subcontinent, and the majority of the new independent states of the former Soviet Union.

Additional immunizations are recommended for those over 65 or anyone at high risk such as asthmatics, or immuno-compromised people (HIV, long-term steroid use due to organ transplant, chemotherapy treatments, etc.). They are:

- Influenza (flu) vaccine (seasonal and H1N1)
- Pneumococcal vaccine

#### Malaria

Medication for Malaria must be taken before, during and after your trip to be effective.  
Expose as little skin as possible during your trip to areas where malaria is prevalent.

**\*\*THERE MAY BE ADDITIONAL VACCINES THAT ARE SITE SPECIFIC, SO CHECK THE CDC WEB SITE\*\***

#### Medications

If you are taking prescription medication you should keep the medication in its original container from the pharmacy which will have your name, the medication name, dose, and the name of the health care practitioner who prescribed the medication. Do not transfer any medication into any unmarked container. You should also have a written letter or prescription from your physician also verifying this medication was prescribed by a license



practitioner and is necessary for medical reasons. You should calculate the amount of medication you will need while you are away, and bring enough so you do not run out.

### Food and Water

The number one cause of illness in travelers is from food and waterborne diseases. Diseases from food and water can cause diarrhea, vomiting, fever and liver disease (hepatitis). Tips on how to stay healthy when abroad can be found on the CDC site.

Some suggestions include:

- Drink only bottled water, boiled water or carbonated drinks in cans or bottles
- Eat only thoroughly cooked food or fruits and vegetables you have peeled yourself
- Don't eat food purchased from street vendors
- Don't drink beverages with ice
- Don't eat dairy products unless you know they have been pasteurized
- Don't handle animals especially monkeys, dogs, and cats
- Don't brush your teeth with tap water

### Items to take on your program

- Over the counter anti-diarrhea medicines such as Pepto-Bismol, or Imodium. Stronger prescription medications may make your condition worse.
- Iodine tablets and water filters to purify water
- Sunblock, sunglasses, hat

### Common Sense

- Automobile accidents account for fifty percent of fatalities and medical evacuations
- Wear seat belts
- Don't drive OR SWIM drunk
- Do not walk on dark roadways at night
- Look both ways several times before crossing the street. Many countries drive on the opposite side of the road from the US, and students have been hit because they look one way only due to habit, and step into the path of an oncoming car.

### Other Points

- Make sure you will have health insurance while abroad. Call your insurance carrier to find out procedure for obtaining care while outside the U.S., and get it in writing.
- Diabetics need to know country's regulations on needles.
- TB screening after returning is a good idea. This can be done at the Health Center.
- Certain countries require HIV testing prior to entry.
- Some antibiotics may cause oral contraceptives to be less effective. Always use a backup method if you have to be on an antibiotic.
- Emergency contraception (ECP) and birth control pills may be illegal in some Islamic countries. If the country allows it and there is even a remote possibility you will be sexually active, women should take ECP's with them. Please call the Health Center to ask about this.
- In Tropical areas don't walk around barefoot. Spray yourself and cloths with DEET or similar anti-bug spray, and cover skin completely with clothes. Wear hat.

## APPENDIX V: Student Agreement Form

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In consideration of my selection for participation in a Dickinson College Study Abroad and/or Domestic Off-Campus Program, I hereby agree to the following conditions of responsibility:

1. I acknowledge that the Dickinson College study abroad and domestic off-campus programs represent the broad values of liberal education and bonds between cultures. As a guest in a host country or with a host family, I will strive to understand and respect norms of conduct and patterns of the host culture. I agree to represent the College responsibly and to abide by dress and cultural codes suitable to the cultures visited.

2. I agree to abide by all policies and regulations of the host institution/Program and/or the regulations of the Dickinson Center I may be attending. I understand that as a participant in a study abroad or domestic off-campus program I remain enrolled at the College and will continue to abide by all College policies, rules or regulations outlined in the *Student Handbook*. I understand that the College has the right to, and will, withdraw me from the program at any time if, in the judgment of the Associate Provost of the Center for Global Study and Engagement, on the advice of the Program Director, I have violated such policies, rules or regulations or have engaged in disruptive behavior, academic infractions, or conduct which could bring the program into disrepute or disrupt the operation of the program. I agree, specifically, that I will have no involvement with illegal drugs, will not engage in illegal or abusive use of alcohol, and will participate in all classes and scheduled activities. I agree further that a decision to withdraw me from the program is final and that I am not entitled to any refund.

3. I further agree that the College may withdraw me from the program and send me home at any time during the program at my expense if the College determines that my continued participation in the program will adversely affect my health, safety or welfare, or the health, safety, welfare or enjoyment of the program by others. I agree further that a decision to withdraw me from the program is final and that I am not entitled to any refund.

4. I understand that the procedures outlined in this section for dealing with discipline and well-being are different than those outlined in the *Student Handbook*, and I agree that the procedures outlined in this agreement shall apply while I am a participant in a study abroad or domestic off-campus program. Further, I understand that a determination made by the Associate Provost of Global Education may be the basis for further disciplinary action by the College, in addition to causing my withdrawal from the program.

5. I understand and agree that in order to be assessed and receive credit for academic work completed while studying off campus, I must participate fully in the program. I also recognize that I am expected to complete the entire program and may forfeit credit should I choose to arrive after the program begins or leave the program early without the prior consent of the Program Director, the host institution, and the Center for Global Study and Engagement.

6. I agree to indemnify and hold the College harmless from and against all claims and actions for property damage or personal injury sustained by me or any other person or entity, which arise out of my participation in the program, including but not limited to, violations of the policies and regulations of the host institution, violations of the policies, rules and regulations of Dickinson College, violations of law, and/or which are due to my sole or concurrent negligence with the College.

7. I, on behalf of myself, my heirs and personal representatives, hereby release Dickinson College and any cooperating institution and each of their officers, employees, successors and agents from any and all claims and causes of action for inconvenience, damage to or loss of property, medical or hospital care, personal illness or injury or death arising out of my participation in the study abroad program and/or travel or activity conducted by or under the control of Dickinson College or any cooperating institution.

8. I understand and acknowledge that there are risks and delays common to travel abroad and that there may be special health risks associated with living and studying in the country or area I have chosen. I understand that I have a responsibility to exercise due caution in my behavior while in the program and

agree further that I am personally responsible for obtaining adequate health insurance, health information, instruction, immunizations, and prophylactic medications appropriate to my study abroad program.

9. I have read and understand the refund policies of Dickinson College as outlined in the program orientation handbook published by the Center for Global Study and Engagement, and I understand that the application fee and confirmation payments are non-refundable.

10. I understand and agree that I will provide all completed materials, forms, and payments by the due dates specified and recognize that failure to do this may result in either added costs or in my being withdrawn from the program. Further, I have read or will read and understand all general information provided on this program by the Center for Global Study and Engagement, and will attend and participate in all orientation meetings and other pre-departure briefings.

11. This agreement shall be construed in accordance with the substantive laws of Pennsylvania without regard for its conflicts of laws provisions. The Courts of the Commonwealth of Pennsylvania, Cumberland County or the United States District Court for the Middle District of Pennsylvania shall have exclusive jurisdiction over any issue or dispute arising under or out of this agreement. Still further, each of the undersigned individuals hereby consents and submits to the personal jurisdiction of the courts set forth in this provision and waivers any challenge to the venue or jurisdiction of such courts over them.

12. I grant permission to the Center for Global Study and Engagement to request on my behalf an official or unofficial transcript from the Registrar's Office at Dickinson College for the purpose of reviewing my GPA or to send the transcript directly to the institution to which I am applying. If I am from another school or have a transcript through another school, it is my responsibility to request a transcript with current information to be sent to the Center of Global Study and Engagement.

13. I grant permission to the Center for Global Study and Engagement to release my name and contact information to fellow program participants and to future students interested in applying to study off-campus.

14. In the event of a medical or mental health care situation while I am abroad, I give Dickinson my permission to contact and consult with any or all of the health care professionals I list on the Medical Background questionnaire, that will be requested of me after I have been accepted, without further consent in order to assess my ongoing ability to participate successfully in the program.

**I have read and agree to the above:**

**Participant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_

**Program:** \_\_\_\_\_

## APPENDIX VI: Refund Policy: Early Withdrawal/ Cancellation

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### Refund Policy for Early Withdrawal

#### From Dickinson-Sponsored and Dickinson-Partner Programs (Semester/Academic Year) Administered by the Center for Global Study and Engagement (CGSE)

A student's date of withdrawal is determined by one of the following:

- 1) The date the student notifies CGSE in writing of his/her decision to withdraw, or
- 2) The date the student is officially dismissed from the program by CGSE, or
- 3) If a student leaves the program without notifying the CGSE, the date of withdrawal is determined by either: the mid-point of the semester or the student's last documented attendance at an academically-related activity, whichever is later.

A student who withdraws 61 days or more prior to the begin date of the Semester/Academic Year Program will receive a 100% refund, less the non-refundable confirmation payment.

A student who withdraws during the 61 days prior to the begin date of the Semester/Academic Year Program will receive a 95% refund of the Program Fee less the non-refundable confirmation payment.

A student who withdraws after the program starts will forfeit the non-refundable confirmation fee and 5% of the Semester Program Fee. Refund of the remaining Semester Program Fee will be determined on a daily pro-rata basis until 60% of the semester has been completed. No refunds will be calculated after 60% of the semester has elapsed. Weekends are included in counted days, except when part of a scheduled period of non-attendance of five days or more, such as spring break.

For example, if a semester includes 110 days from the start date through the end date and a student withdraws on the 50<sup>th</sup> day, the College will retain the \$300 confirmation payment, 5% of the semester fee and a pro-rate portion of the remaining fee.

$$\begin{aligned} &(\$ 300) \\ &(5\% \times 26,705) \\ &\underline{(50/110 \times (26,705-300-1335.25))} \\ \text{Total retained by Dickinson} = &\$11,530.55^* \end{aligned}$$

\*based on 2011-12 amounts

In all cases, Dickinson also retains the right to deduct non-recoverable costs from any applicable refund. For students receiving Financial Aid, please see the "Financial Aid Refunds" section below.

### Financial Aid Refunds

For students receiving Financial Aid, the financial aid refund rules apply as stated in the Dickinson College Bulletin under the Dickinson College Refund Policy. It is important to understand that, since the financial aid refund and the refund to the student's account are calculated using different methods, the refund to the student account may not fully cover the required refund to the financial aid programs, and the student may end up owing funds to the college after the refund to the financial aid programs has been made.

**Refund Policy for Emergency Cancellation  
Dickinson College Semester/Academic Year Programs  
Administered by the Center for Global Study and Engagement**

All decisions concerning the cancellation (or required modification) of a College program will be made by the Center for Global Study and Engagement in consultation with responsible authorities on campus and overseas. These decisions will be based on, but not limited to, State Department warnings. In the unlikely event of an emergency program cancellation, every effort will be made to accommodate the academic needs of program participants by offering an alternative to enable students to complete their course work. For example, one possible alternative for Semester/Academic Year programs would be to offer suitable coursework on-campus during the summer.

Students whose program is cancelled prior to the begin date will receive a full refund of the Program Fee, including the confirmation payment.

If a program is cancelled after it starts and an alternative for credit completion is offered, no refund will be given.

If a program is cancelled after it starts and an alternative credit completion is NOT offered, the student will receive a full refund including the confirmation payment.