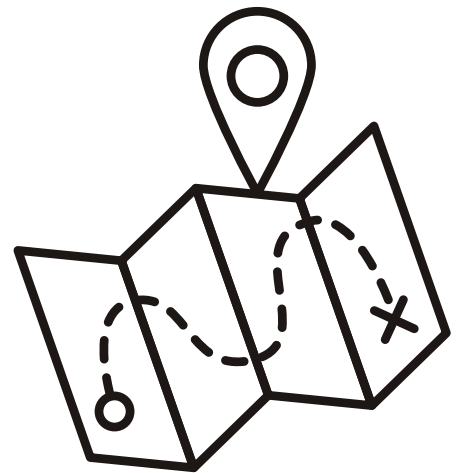




PRE- DEPARTURE GUIDE



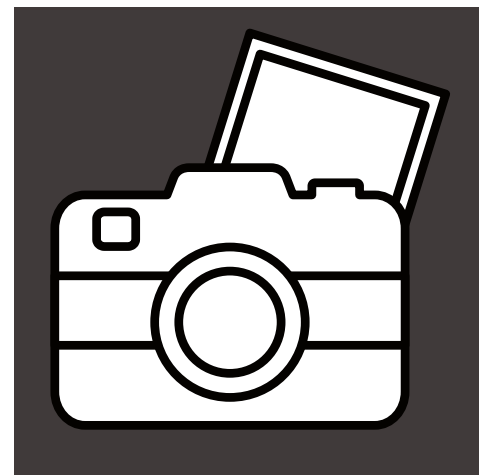
**FALL
2023**



Brought to you by:

**OFFICE OF INTERNATIONAL
ACADEMIC PROGRAMS**

HAVERFORD COLLEGE



PREPARED BY:

THE OFFICE OF INTERNATIONAL ACADEMIC PROGRAMS OF HAVERFORD COLLEGE

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I. INTRODUCTION

WELCOME

to what will surely be one of the most exciting times in your life as a student! Studying abroad will be an experience filled with enjoyment and new challenges. The purpose of this resource guide is to provide you general information about studying abroad in order to relieve any anxiety and to let you know what to expect. Bring this packet with you when you go abroad to keep as a resource!

The guide is for both you and for your parents or guardians so that all of you have a clear idea about studying abroad. This guide contains information from a variety of sources including published materials and student feedback. Students are encouraged to purchase their own travel guides and investigate the websites and written resources listed later in this packet for more detailed, program-specific information.

Emergencies Abroad

You must memorize your host country's equivalent of 911. In the case of an emergency, students should contact local authorities and the onsite staff of their program or university first. Fill out this information in advance (in the Appendix E form), and leave a copy with your parents/guardians so that they know whom to contact.

If you need support from Haverford, don't hesitate to contact the Office of International Academic Programs at +1-610-896-1229. To reach Haverford outside of normal business hours, call Campus Safety at +1-610-896-1111.

Assuming Personal Responsibility

Legal systems abroad are not as litigious as in the U.S. There is a greater focus on assuming personal responsibilities for actions and exercising good judgment. By 18, you are considered of legal age. Fewer safety measures or maintenance controls are in place. Exercise caution in less secure areas such as overcrowded clubs, poorly maintained public walkways, elevators in poor repair, etc. Avoid protests or other politically volatile situations. DO NOT participate in any protests.

INFO TO LEAVE WITH PARENTS/GUARDIANS

- Copy of Appendix E
- The name, address, phone number, and email address of the program provider in the United States, if there is one. If you are going through another university or program with a United States-based office, please ask your parents to call the US director first, when possible.
- The address, phone number, and email of the resident director and housing officer on site.
- Your personal address, phone number, email, etc. Note: in some programs, your mailing address will be different from your residence.
- The name, address, phone number, and e-mail of key people at Haverford College, such as the Dean's Office, Residential Life, Registrar, Controller's Office, Financial Aid, Academic Advisor, etc. in case your parents need to contact us directly about issues of concern.
- A copy of your personal information, including but not limited to social security number, passport, visa, and credit cards. You will also need to keep copies of these documents and numbers with you (but not in the same place as the originals).
- When and on what flight you will be returning. Make sure your parents or guardians know this well in advance.
- Any itineraries for already planned trips outside of your city of residence.

**AS SOON AS YOU ARRIVE, PLEASE CALL HOME.
YOUR FAMILY WILL WORRY ABOUT YOU.
LET THEM KNOW THAT YOU HAVE ARRIVED SAFELY!**

II. COVID-19 SAFETY

Study abroad has changed because of the pandemic and it's likely these changes will continue into the future. Your experience abroad will be different than what you might have imagined or heard about from your peers who studied abroad prior to the pandemic.

What you should know:

- Just as Haverford and universities across the US are developing comprehensive plans for students' health and safety as campuses reopen, partner universities abroad are also modifying academic calendars, course delivery, student accommodations, and many other facets of student life to support student health and well-being.
- Traveling and studying abroad during a global health crisis poses new challenges and requires an acceptance of a high level of uncertainty. Haverford College recommends that only students who are fully prepared to remain aware of the changing situation in their home and host countries, and who agree to take responsibility to ensure that they are acting in accordance with the rules, regulations, and recommendations of the College, their Program, and the host government, local and national, apply to study abroad at this time. **Due to the rapidly changing and unpredictable global and local response to COVID-19, these rules, regulations, and recommendations are subject to change at any time.**
- When you study abroad in the future, you will still likely see some of these changes because of the pandemic:
 - New protocols students will need to follow, just like at Haverford.
 - Independent travel outside of the city and/ or country in which you are studying/interning/conducting research may be limited. Country borders may be closed, travel restrictions or quarantine measures may remain in place, and there may be rapid changes to a country's entry and exit requirements. In addition, host institutions or program providers may have student behavior contracts in place limiting independent travel
 - We have updated every individual program page with the state department travel warnings, centers for disease control and prevention travel warnings, and COVID-specific policies/procedures for each program. You should start familiarizing yourself with these policies now – they are incredibly helpful and useful and give you a better understanding of what's going on in that particular country.

Resources:

- US Department of State:

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

- Center for Disease Control:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

- World Health Organization:

<https://www.who.int/travel-advice>

- Host Country Public Health Information

Chubb Travel Insurance and COVID Coverage

Haverford has purchased international emergency medical insurance, including medical evacuation and repatriation insurance, for faculty, staff, and students traveling on approved international travel through Chubb Travel Assistance Program. This works in excess to any coverage provided to a regular plan, and should not be considered a replacement for purchasing regular travel health insurance. This policy provides medical assistance (including referral to a doctor or medical specialist, emergency medical evacuation), personal assistance (pre-trip medical referral information, emergency medication while abroad, lost document assistance) and travel assistance in emergencies. To find out more about Chubb Insurance, visit: www.haverford.edu/sites/default/files/Chubb-Plan-Details.pdf

- Treatment of a covered sickness and injury and the associated medically necessary expenses are covered. COVID is a covered sickness. There is no pre-existing condition limitation.
- COVID tests are covered if required by a physician and medically necessary. Illness stemming from the Coronavirus is covered.
- After a diagnosis of COVID, medically necessary treatment in a hospital would be covered.
- Medical evacuations regardless of cause are covered. The medical evacuation benefit would be triggered if the traveler is sick and requires emergency medical evacuation. **It would not be triggered due to concern of COVID or fear of getting COVID.**
- Medical care resulting from a mental health episode is covered and is limited to one session per day.

For more info, visit: www.haverford.edu/travel-resources/insurance

Risk Awareness Worksheet

What is your personal tolerance for uncertainty and ambiguity? Keep in mind:

- Program details, including start dates and course offerings, may change at last minute
- Changes to entry requirements, such as required COVID tests and quarantines, may be announced close to departure date
- Flight seating and other safety arrangements may be unclear
- Consider booking a direct flight to avoid paying for additional COVID testing at any layover airport
 - If you test positive, you would not be able to board your second flight and would be required to pay to quarantine for 2+ weeks
- Independent travel may be limited. Country borders may be closed, travel restrictions or quarantine measures may remain in place, and there may be rapid changes to a country's entry and exit requirements. These changes often occur with little to no warning and can be implemented overnight. If a traveler does not meet the new requirements, they could be stranded in another country for an indefinite period of time.

What is your tolerance for risk? Consider your:

- Personality
- Personal health
- Support network

What is your understanding of the risk? Have you read:

- State Dept travel warnings for the country you are visiting
- CDC notices for country you are visiting
- Airline policies re: masks, changes, cancellations, rebooking
- Insurance coverage through Haverford and the host program
- Accommodation options available through the host program
- Health and safety measures in place through the host program

Questions to Ask Host Program Travel Insurance

What is covered if...

- I need to quarantine?
- I need to be tested for COVID?
- I need to be hospitalized for COVID?
- I need to return to my home country because I am sick with COVID
- I am concerned about getting COVID and want to return home?
- What is the coverage for mental health support due to stress related to COVID?

Questions to Ask Your Host Program

What are your policies if... _____

- the program is canceled before the start date?
- the program is canceled while I am in country?
- What support does the program provide students while in mandatory quarantine?
- Who pays of the costs of accommodation? Meals?

What support does the program provide students who... _____

- have symptoms of COVID?
- are sick with COVID?
- need to return home due to COVID-related illness?
- need to return home due to government or home campus requirements?
- in the event of flight cancellations or border closings?
- What refund policies does the program have in place if semester is disrupted?
- What plans does program have in place for continuation of academic courses if the program is disrupted?

Creating a Personal Health & Safety Plan

Talk with your doctors about your personal health considerations and create a plan for your time abroad. Consider... _____

- Prescriptions and access to medications
- Physical health and access to medical professionals
- Mental health and access to mental health services
- How COVID might impact the above in your host country

Talk with parents/loved ones about your personal health and safety plan and the support you might need. Consider... _____

- Expectations around how, when, and how often you will communicate with each other
- What emotional support you might need
- What you will do if you need funds for an emergency
- Sharing copies of your passport, student visa, credit cards, prescriptions, and other important documents in case the originals are missing or lost
- The possibility of new travel restrictions that would affect your ability to access flights to/from the United States and/or host country

Questions to Ask Your Host Program

Talk with Access & Disability Services and your host program if you anticipate needing accommodations while abroad. Consider... _____

- Physical accommodations
- Academic accommodations
- Starting these conversations as early as possible so the College and your host program have time to work with you through the interactive process

Make sure you understand emergency plans and resources: _____

- 911 equivalent in country where you are studying
- Where is the closest hospital to your program accommodation, classes
- Emergency response plan for host program
- Chubb Travel Insurance
- Host program health insurance
- Prepare a personal emergency fund or credit card to use in case you need to:
 - Pay for COVID testing or over-the-counter medications in country
 - Re-book your airline ticket
 - Cover expenses for an unanticipated quarantine

Cybersecurity Tips for Online Courses / Virtual Study Abroad

- Beware of phishing emails; these often look legitimate and encourage you to download malware onto your device
- If you are suspicious of an email, don't open it, and don't click on links. Delete the email or move it to your spam folder until you confirm it is what it says it is
- Make sure your devices are up-to-date with antivirus protection
- Use strong, complex passwords with letters, numbers, and special characters
- Consider implementing two-factor or multi-factor authentication whenever possible.
- Avoid accessing confidential and sensitive information from a public Wi-Fi network
- Only work on secure, password-protected internet connections
- Consider when and where it is appropriate to use video conferencing; turning on a webcam in a private home can potentially be viewed as invasive
- If your camera is turned on, pay attention to what is in your background; make sure there is no private or personal information that would be visible to your online classmates. Consider using a virtual or blurred background or filter.
- Keep in mind that not everyone considers the same things to be an intrusion, and an individual's definition of privacy can change depending upon where they are and whom they are interacting with, in person or online

III. ADMINISTRATIVE ISSUES

A. General Checklist

Documents

- [Passport](#) (valid for six months **after** your date of return)
- Parent/guardian passports (valid for six months **after** your date of return)
- **Visa or other entry documents**, if required

Contact Information

- Update the parent/guardian emergency information on Bionic
- Register your trip with the [Smart Traveller Enrollment Program](#) (STEP)

Health

- Schedule an appointment with Health Services
- **Physical exam** (don't forget dental and eye exams!) and appropriate **vaccinations**
- Get enough of prescription medications in their **original packaging** with the **provider's name** to last your whole time abroad

Insurance

- Medical, mental, and dental insurance viable in your destination country
- Medical, evacuation, and repatriation insurance if you intend to stay after the program ends or arrive before the official start of the program
- Register with [Chubb Insurance](#) and print the card to take with you

Academics

- Preregister for your courses abroad
- Read the [academic procedures](#) available on Haverford's website

Housing

- Confirm your acceptance and housing abroad
- Arrange for off-campus storage for your Haverford-based belongings
- Arrange for a proxy to obtain housing in your place for the semester you return

Misc.

- Complete the Acceptance Agreement and [Terra Dotta Registration](#)
- **Make financial arrangements** (bank card/account, credit card with chip, etc.) and allow enough time for new credit cards to get to you before you leave
- Inform your credit card company of your travel
- Purchase **airline tickets**. Make sure your return ticket gives you time to complete any final exams or projects (check the exam schedule before you book your flight)

B. Communication

1. Ways to Communicate

Email

Continue to check your Haverford email while abroad since it is the best way for Haverford to stay in touch with you and vice versa. Consider forwarding your Haverford mail to another account that you will use while away, or setting an away message if you will be unable to check your account frequently.

WhatsApp

This is a free messaging and calling service that allows you to call and text others with the app over Wi-Fi. It is a common form of communication in European countries.

2. Cell Phones

Haverford requires you to have a cell phone that will function in your destination country/countries for emergency purposes. They are also important in case someone from your school, your program, Haverford, or your family needs to get in touch with you in an emergency and for staying in general contact with family and friends. **It is your responsibility to email the study abroad office your cell phone number while abroad within the first 10 days of your arrival.** Many phones that work in the U.S. will not work once you are abroad because different countries use different bandwidths and protocols. You will need a working phone and to sign up for some sort of cell phone plan or purchase minutes as you need them (pre-paid). Many programs will assist you in setting up your phone and plan once you arrive. Check your program website to see if they recommend any specific plan. You may purchase a new SIM card for use abroad or modify your current U.S. plan although your phone may have to be “unlocked” to do so. Even if your cell phone is capable of international roaming in your country, the rates charged by U.S. carriers for this service are exorbitant. Remember that **if you keep your American phone number, your host family and friends abroad may be charged for calling or texting you.**

Please note the emergency equivalent of 911 where you will be! Search for your destination country and write down the number! This info can be found on [the government's travel website](#).

C. Documents: Passport, Visa, etc.

A Note for NON-U.S. Citizens:

The info listed below pertains to U.S.-passport holders. If your passport was not issued by the U.S., contact your home country's embassy regarding foreign entry requirements. All F-1 Students and non-U.S. citizens **MUST** schedule an appointment with the International Student Support Office to discuss re-entry requirements and SEVIS registration.

1. U.S. Passport

By now you should already have, or have applied for, a U.S. Passport valid for at least 6 months AFTER your prospective return date. Customers applying for their U.S. passport or U.S. visa or renewing their U.S. passport must remove glasses for their photo. It is recommended that one or both of your parents/guardians have a valid passport as well so they can travel to you in case of an emergency.

2. Visa

By now you should also have begun applying for your visa (if required). A visa is a stamp or sticker in your passport from the country to which you are traveling that gives you permission to enter the country. Because visa requirements are constantly changing and because there tend to be long processing times, apply for one as soon as possible (i.e. once you have received confirmation of acceptance from your school abroad). Please look to the following for more information on your particular country's visas:

- Contact (by phone or e-mail) the consulate of the country you plan to visit and ask for detailed visa info.
- Visit the U.S. State Department website for a list of entry requirements for each country. Select your destination country and read the "Entry, Exit, & Visa Requirements" tab: <https://travel.state.gov/content/travel/en/international-travel/before-you-go.html>
- Contact your program. IES, CIEE, IFSA, SIT, CET, etc. will often assist you with the visa application process.

3. Green Card for Permanent Resident

Don't leave without it, and don't forget to leave a copy at home.

4. International Student ID

We recommend that you consider purchasing an International Student ID card, either through iNext or ISIC, before leaving the U.S. Please note that some programs will provide an International Student ID card as part of the program cost.

- Allows small discounts at some restaurants, museums, flights, hostels, and transportation.
- Serves as an acceptable form of identification.
- Gives you access to a 24-hour assistance hotline, plus basic accident, sickness, medical evacuation, and repatriation insurance for travel outside of the United States. This may be a good option for students who require supplemental insurance beyond their family's health insurance plan and who plan to travel prior to the program start date or extend their stay after the program ends.

You can easily purchase an ID card at www.inext.com.

5. Extra Photos

Get at least eight additional 2"x 2" photos when applying for your passport or visas. Trust us, these extra photos will come in handy if you need additional visas or need to replace a lost passport or other document. Available at travel agencies, post offices, and most drug stores.

6. Coming Home: Customs

In order to return to the US/your home country, you will be required to pass through Customs, which is a screening process to declare/screen goods acquired while abroad.

Tips:

- Don't attempt to bring live animals, plants, or fruit home with you
- Keep the receipts of all major purchases you make while abroad because you will be required to declare all of those items before you re-enter your home country
- If you bring any expensive items over with you, (e.g. laptop, camera), you may want to bring copies of the receipts to prove that you purchased them before you left the U.S.

D. Financial Concerns: Tuition, Room, Board, and Airfare

1. Program Cost Estimate Sheet

A program-specific cost estimate sheet can be found in your pre-departure folder. It outlines estimated costs and fees paid to Haverford and to your program and living expenses.

2. Financial Aid Abroad

If you are on financial aid, the Financial Aid Office will send you your new aid package based on the Cost Estimate Sheet (included in your pre-departure folder). All students pay Haverford tuition for Haverford credit. Your financial aid package for study abroad **may differ** from the amount you receive at Haverford and will depend on your destination. See the “Airfare” and “Cost of Housing” for how financial aid affects those costs.

Students are expected to apply for all outside study abroad scholarships for which they qualify, including program-specific ones. Students can apply their financial aid awards, including their Haverford grant funds, toward their approved program abroad. **Students must submit the required financial aid forms to the Financial Aid Office no later than April 20**, and should contact the [Financial Aid Office](#) if they have any questions.

Read the Controller's Office Q&A about "[Study Abroad Financial Aid Responsibilities](#)" for more info. If you can't pay the program deposit, contact the study abroad office.

***All questions about aid should be directed to the Financial Aid Office**

3. Tuition

You will be required to pay Haverford's tuition for Haverford credit and, in some cases, room and board as well. Haverford will bill you as if you were at Haverford—that is, in January and in August—so you do not have to pay immediately. **If the program bills you for tuition, please forward it to the study abroad office.** Haverford will then pay the program's tuition. For certain programs, students are required to pay room and board directly to the program.

Program Deposit: You will be responsible for the payment of a program deposit if there is one. The amount will be deducted from your Haverford tuition bill. If you do NOT attend the program, you will lose your deposit.

Student Activities Fee: You will not be required to pay a Haverford Student Activities Fee. You will be responsible for payment of any activity fees abroad not covered by the program, including paying an activities fees to the host university. (Note: It is common for foreign universities' clubs to have membership fees.)

4. Airfare

You are responsible for making your own travel arrangements. When the cost of airfare is included in the program fees, you will be expected to travel with the group. As arrival and departure dates are subject to change, contact the program directly before you book your flight.

Airfare Allowance

Only qualified students receiving Haverford grant funds based on need and whose family income is less than \$100,000 will receive an airfare allowance. Airfare allowances are calculated by region and are listed here and online. The airfare credit will be deducted from your tuition bill.

United States	\$0
Mexico/Caribbean	\$700
Europe	\$950
Ecuador	\$950
Peru	\$950
Chile and Argentina	\$1,250
Asia, Australia, Pacific Rim, Middle East	\$1,500
Africa	\$1,700
Cuba group flights will be determined by IFSA	

5. Personal Expenses

Just as you would be at Haverford, you are responsible for all costs not expressly included in the program fee which may include airfare, local transportation, health insurance, visa and passport fees, books, laundry, entertainment, postage, and cell phone. Haverford will not cover the cost of any optional academic programs before the program starts or after the program ends.

For budgeting, see the “Money and Money Emergencies” section in this guide.

You are expected to settle all overseas debts before you return to the U.S. Failure to do so may result in the program refusing to issue you your transcript.

6. Cost of Housing

If you are given the option of living in a homestay, you are expected to live in a homestay. Haverford will estimate program costs based on that recommended housing option. We believe that living with a family provides the best opportunity to learn a language and experience full cultural immersion. If the program does not have a homestay option but allows students to live with host nationals (i.e., in a university residence hall), Haverford will estimate costs based on these options. Estimating costs for other housing arrangements are your responsibility. **Haverford students may not opt for independent off-campus housing - that is, housing not managed by the program.**

Financial Aid and Housing: Haverford will not subsidize any upgrades or more costly housing options, such as a private apartment.

E. Legal Matters

1. Absentee Voting

If you plan to vote by absentee ballot, you must make sure that you are registered to vote before you leave.

Check with the Board of Elections at your local courthouse. Don't forget to apply for an absentee ballot a month and a half or two before your state's elections so that there is time for your request to be processed and for you to return your ballot in time.

2. Income Tax Information

If you have earnings, you may need to file federal and state income tax returns by **April 15th**. Persons temporarily living abroad may request an extension of the deadline for filing federal income tax. The extension is typically until June 15th. You may contact the American Consulate or Embassy in your host country for information on tax obligations. They may have 1040 forms and may even be willing to help you with questions. Students can file from abroad if they make arrangements with their parents to send them the necessary federal and state forms.

3. Power of Attorney/Notary

If your signature is needed for any legal documents during your absence, you should make arrangements for the **power of attorney** to be held by an appropriate person to act on your behalf. You can do this by writing out the duties that your chosen person will execute. Take this to a notary and have it notarized. This is especially useful if you are expecting to receive a loan or are planning to sign a lease

for summer housing. If you're expecting a loan while abroad, please confer with Barbara Wilson (bwilson@haverford.edu) in the Controller's Office so that she has the necessary info.

Free notary service at Haverford:

Marybeth Harrington

Registrar's Office

Stokes 111

+1-610-896-1233

mharringt@haverford.edu

4. Drugs and Alcohol Abroad

Alcohol:

You are subject to the policies of your host institution and its country's laws regarding alcohol use. The legal drinking age is 18 in most countries, but some programs restrict alcohol in dorms. In some Muslim countries, alcohol is not permitted. Abuse of alcohol may lead to dismissal and return to the U.S. If you choose to drink, be careful, be smart, and bring a sober buddy with you.

Drugs:

The use/sale of illegal substances abroad is prohibited by Haverford College. Penalties for drug use can result in immediate dismissal from the program. It can also result in criminal prosecution, jail, and transfer of a drug-related arrest to your criminal record in the US. If you get arrested, call your parents immediately and find a lawyer.

You are not protected by U.S. law and the embassies CANNOT help you. Haverford College also cannot help you. Do not use illegal drugs abroad.

F. Next Semester at Haverford: Storage, Registration, Room Draw

1. Storage

- Storage is not provided by the College, including storage for study abroad students. You must make arrangements to store your belongings off-campus over your semester abroad and during the summer. If paying for storage is a financial challenge, you can apply for help through LIFTFAR.
- The Office of Residential Life has negotiated with The UPS Store of Bryn Mawr & Ultimate College Storage to provide convenient, affordable, off-campus storage to Haverford students.
- See the [Residential Life Handbook](#) for more information on LIFTFAR storage and off-campus options.

2. Room Draw

- Inform the Director of Residential Life if you plan to participate in either the Mid-Year Room Draw or the Spring Room Draw. To do so, and to appoint a proxy, please fill out the applicable online form(s) that you can access from the Office of Residential Life website: www.haverford.edu/residential-life/upperclass-housing.
- It is your responsibility to know the procedures and room draw dates and deadlines. Have a friend contact you or stay in touch with the Office of Residential Life.
- **If you have any questions, ask the Office of Residential Life by emailing hc-reslife@haverford.edu.**

3. Returning to Haverford

- If you remain in good standing abroad, your return to Haverford is automatic. If for some reason you choose not to return after a fall term abroad please inform the study abroad office, in writing, by **December 1**. Likewise, if you are abroad for the spring semester, please inform the study abroad office, in writing, by **March 1**.
- Financial aid is typically awarded for only one semester unless the student is attending a year-long program.

4. Pre-registration at Haverford

- **Don't forget to pre-register** for classes so you can get into the courses you need!
- Check BIONIC and be on the lookout for emails from the Registrar.

5. Program Evaluations

- Please fill out the Program Evaluation Form online as soon as possible after your return. **You will not be awarded credit until you complete the evaluation form.** We need the evaluations in order to monitor the approved programs carefully and to assess and plan various aspects of our international study programs.

1. Courses Abroad Can Fulfill Graduation Requirements

Students are required to take a full course load abroad. Students should be aware of their program's full course load as it may differ from Haverford. Major, minor, and concentration credit will only be awarded for grades of C or above.

You can meet domain, quantitative, and language requirements abroad. The study abroad office will code the courses along divisional lines based on courses completed abroad. **Be sure to bring back syllabi, essays, exams, and tests for review.** To get Haverford credit, you must obtain approval in advance by submitting a form pre-registering for classes. The deadline is **May 1** for the fall semester or full year and **December 1** for the spring semester.

2. Courses Abroad Can Fulfill Major, Minor, and Concentration Requirements

Awarding credit toward your major, minor, and/or concentration rests solely with the academic departments. You must see your major advisor or the department chair to discuss your academic program **prior to leaving Haverford**. Some departments restrict the number of courses that are accepted toward the major from institutions outside of the Tri-College Community. Your adviser must approve your course Pre-Registration Form. The same applies to minors and concentrations. ***You may be required to bring back all research papers, graded essays, etc. in your major courses for your advisor's review.***

3. Honor Code Abroad

Remember that as a Haverford student, you are bound by the Haverford honor code while you are studying abroad. From the Honor Code:

“ **The Honor Code applies to every aspect of student life at Haverford College, academic or social. All students at Haverford, including Bryn Mawr, Swarthmore, and University of Pennsylvania students enrolled in Haverford courses, are obligated to adhere to the Code, and are under its jurisdiction while on this campus and while doing work for Haverford courses. Haverford students studying at other institutions are similarly compelled to conduct themselves in accordance with the Code.** ”

4. Language Policy

Students abroad in a non-English speaking country must take a course in the language of their host country at their personal level of proficiency throughout their entire stay in that country, regardless of whether the program is itself English-speaking.

Language majors/minors who have reached the 200 level of their host's country language at Haverford must take all courses in that language while abroad. Students with less language preparation should check with the study abroad office for information about their specific program.

5. Schedule Changes and Course Load Restrictions

Write to your advisor whenever you make a change in your schedule. This usually does not present a problem because you will be advised to select a number of alternative courses when you fill out the pre-registration form. Prior to leaving, students should find out from their major advisor which credits will be accepted for their major. For most programs, you do not have to inform the study abroad office of changes in courses outside your major; however, some programs may have restrictions.

You may *reduce* your course load **only if you obtain the permission of your Haverford dean and your major advisor**. You are expected to have enough credits to graduate by senior year. Also, please note that many programs **will not permit a reduction in course load. No refunds are given for reduction of course loads abroad**—it will not reduce costs. Requests for course withdrawals require the approval of both the program director abroad and the student's Haverford dean.

6. Grades and Transcripts

Grades received abroad won't appear on the Haverford transcript, nor are they factored into GPA. Only the courses and the number of credits received will be recorded. Law schools, medical schools, graduate schools, etc. may ask for a copy of your study abroad transcript. You are responsible for ordering a copy of your study abroad transcript directly from the program and asking that they send it to the medical school, graduate school, etc. Haverford can't forward study abroad transcripts – students are required to request copies directly from their program and pay any costs associated with this.

7. Receiving Credit for Internships Abroad

If you are enrolled in a course that has an internship as a *component* of the class and you have assigned readings, papers, and receive a grade on your transcript for this internship-based class, then you can receive Haverford credit. **PLEASE NOTE: Unfortunately, in some cases, if your internship lasts longer than the duration of the semester, you must pay the extra living expenses out of pocket.**

B. Attendance and Withdrawal Policies

1. Think Carefully Before You Commit Yourself - It Can Get Costly!

Students are expected to withdraw from programs by the appropriate deadlines. Programs charge a withdrawal fee for students who do not complete the program. In some programs, you may forfeit all tuition, room and board fees, and unrecoverable expenses. If you choose not to study abroad, we will adhere to the refund policy of your program. **If the program does not refund the money, neither can Haverford College.** Read your program's policy carefully. In most cases, the deposit is forfeited. In many cases, you will lose all of your Haverford tuition (and room and board fees) if you withdraw past a specified deadline. **It is your responsibility** to be familiar with the refund and withdrawal policy of your program. You will also be responsible for all unrecoverable expenses and for the difference in fees if your program costs more than Haverford tuition/ room and board. If any money is refunded, it's usually because you have withdrawn for documented medical reasons. **If you decide to return to Haverford and are readmitted, you will have to pay the additional cost of Haverford's tuition, room, and board fees.*

2. You May NOT Leave Before the Official End of a Program

You are expected to stay and take the examinations as scheduled. Our partner institutions have informed us that it is disruptive to professors when students request exceptions to the examination schedule. **All work and exams for all programs must be submitted prior to departure.** *Final examination schedules, which are announced at the beginning of each semester, cannot be rearranged to accommodate individual travel arrangements.* Some universities (e.g., Oxford, Cambridge, LSE) will no longer award full credit to students who do not complete the full residency requirements. Only serious illness, with documented doctor and dean's permission, would allow you to leave early. The **single** exception to this rule is if you are attending the fall term at universities in some European countries (such as Belgium). At these universities, all international students take examinations before they leave for winter break. However, students are still expected to take them at the set times.

3. Extending Your Stay from a Semester to a Year

There are responsibilities and financial implications to consider. If you want to extend your stay from a semester to a year, you will need to obtain permission from your program and the International Academic Programs Faculty Committee. If the program charges an extra fee to extend your stay, you will be responsible for payment of this fee. **Please read all materials carefully.** If you are on financial aid, you will not receive an additional airfare allowance.

4. Haverford Fees for Withdrawing from a Program

The College, in conjunction with the Student Study Abroad Advisory Board, has approved a fee of \$500 plus any unrecoverable expenses paid by the College to the program. This fine will be charged if you withdraw from a program past the set Haverford deadline. Such withdrawals jeopardize the relationship Haverford has with these programs to ensure guaranteed acceptance for future students. We

expect you to adhere to the withdrawal deadlines of your program. We will be flexible until our Haverford deadlines — **December 1st** for spring or **May 1st** for fall and (most) yearlong programs. You **must** either confirm your plans to study abroad or inform the Dean's Office that you will not be attending the program by this date; you cannot remain undecided past our deadline.

Tip:

If you are not sure about your plans, you should stay in touch with the study abroad office!

5. Withdrawal Procedures Once the Program Has Begun

You must notify both the sponsoring program officials and the study abroad office. We will negotiate decisions on credits and grades following official notification of withdrawal. There is **no guarantee of credit** for students who withdraw from the program before the completion of classes and examinations. You are expected to negotiate with the program regarding refunds. In addition, there may be some further financial implications for withdrawing. You will be responsible for all unrecoverable expenses. Return to Haverford is not automatic. This also applies to students changing from a year-long commitment to just a semester. ***It is the responsibility of each student to know the refund policy of their program.***

6. Oxford and Cambridge Policies

Haverford has special agreements with certain Oxford and Cambridge Colleges. Students applying to these special colleges must agree to attend if accepted. Thus, the application itself is a binding contract. If you are accepted, **you are required to attend**. These colleges do not maintain a waiting list, so they suffer a severe financial loss when students withdraw. If you withdraw, you also jeopardize our agreements with these colleges. As spots are very competitive at Oxford and Cambridge, withdrawing from your college will reflect poorly on Haverford. Future Haverford students may not be able to take advantage of this opportunity. Students will also be held accountable for all unrecoverable fees. Students who are unsure about their plans can apply to any of the Oxford/Cambridge Colleges with whom we do not have agreements.

7. Reminder about Full-Year Programs: Oxbridge and LSE

You **must** stay the whole year. If you apply to a year program and do not complete the year, NO CREDIT will be awarded. There may also be severe financial penalties if the year is not completed, i.e., a total loss of tuition, room and board fees. A \$500 withdrawal fee plus any additional fees by the program provider will be charged. If you qualified for Financial Aid, you must repay the amount allotted for airfare. No exceptions are permitted.

8. Refunding Airfare for an Incomplete Program for Students on Financial Aid

If you qualify for Financial Aid and you do not complete the program, *you will be required to pay the allotted airfare; no refunds are possible.* Unfortunately, there are no exceptions to this rule, even if the student must withdraw for medical reasons.

C. Cultural Differences in Academics Abroad

Do not expect foreign universities to be like Haverford, where you are provided with a complete syllabus, including books and assigned readings for specific days. At most universities abroad, you will be provided with a reading list; it is then your responsibility to select the appropriate reading for the lecture and be prepared for class. Just because they don't give you a specific assignment for class does not mean that reading is not expected. Most universities have a lecture format with limited opportunities for discussion, and most classes will be larger than those at Haverford. Faculty members do not expect students to contact them about assignments.

There will likely not be an Honor Code where you are abroad. However, you will still be held to the social and academic standards of the Haverford Honor Code while studying abroad.

V. HEALTH ISSUES

A. Insurance

Insurance abroad covering medical, personal, mental, dental, etc. **is required. Your current insurance plan may not cover you outside of the country.** Be sure to know exactly what your plan covers (accidents, illness, medical evacuation, etc.) and choose the one that best suits your needs. Some programs may provide insurance, covered by the program fees.

Haverford College provides (free of charge) emergency travel insurance, including medical evacuation and repatriation, for all students abroad through [CHUBB travel insurance](#). The policy provides medical assistance (including referral to a doctor or medical specialist, etc.), personal assistance (pre-trip medical referral information, emergency medication while you are abroad, embassy information, lost document, referral to a lawyer, etc.), and travel assistance (emergency travel arrangements). The policy provides for sudden illness and accidental medical insurance coverage for costs incurred during an emergency. **This plan acts in excess of any coverage provided by the student's regular insurance policy and is not a replacement for purchasing regular travel insurance.** See **Appendix B** for more information on additional insurance. The card is in the red folder.

B. Before You Go Abroad

1. General Preparation

Inform the Office of International Academic Programs, your host program, and your on-site program director of any existing health problems and/or disabilities (learning disabilities, physical disabilities, etc.). **Be informed!** The [CDC](#) maintains lists of medical requirements and recommendations by country, information about food and water precautions and aids, and reports of disease outbreaks in specific geographic locations.

Counseling is available on most study abroad programs. **However, Haverford's Counseling and Psychological Services (CAPS) cannot see study abroad students as their licenses do not extend or cover students who are in other countries.** If you receive long-term therapy, ask your current service provider if you are able to continue with sessions while abroad.

2. Assess Your Personal Health

Be sure to have a complete physical examination before you travel abroad (available at Health Services by appointment), as well as a psychological exam if necessary. Inform your physician of your travel plans before your appointment so that they can provide you with current health information and medication recommendations for your destination. If you need prescription drugs, remember to take an adequate supply for your trip and bring copies of your prescription. Prescription medication must be in the original bottle/package with your name and the provider's name. Make sure you know your blood type.

Dental care abroad is **not** recommended. Have your teeth cleaned, examined and, if necessary, repaired before your departure. If you wear glasses, take along an extra pair, as well as a copy of your prescription for replacement. If you wear contacts, you should bring a pair of glasses along in the event that you lose or damage a contact or your eyes become irritated by pollution, etc. Most countries have saline solution for contact lens wearers; however, it can be very expensive, and some countries don't have it at all. You may wish to pack enough solution to get you through the semester.

3. Receive Immunization and Testing

Have your regular immunizations up-to-date (tetanus, diphtheria, measles, mumps, rubella, and polio). Be sure to check the U.S. Public Health Service for immunization requirements and health information for international travel. Visit the CDC website and consult your healthcare provider about vaccines recommended for your country, and for other countries you plan on visiting while abroad.

COVID-19 Vaccine: Please be aware that many countries may require proof of vaccination in order to gain entry. Even if a student has received a medical or religious exemption from receiving the COVID-19 vaccine, students are still required to follow the requirements of their destination host country and study abroad program. Some host institutions abroad and third-party study abroad providers may also require proof of vaccination for enrollment in their courses. Students are required to be vaccinated to protect themselves not only against COVID-19, but also to help guard against some (but definitely not all) of the possibilities of last minute travel restrictions imposed by foreign governments.

The College recommends that students carry written and/or digital proof of vaccination when traveling abroad. Since the vaccination card contains personal and medical data, the College recommends the student guard against losing this private information consistent with the importance of the document.

4. Visit Health Services Travel Clinic

Health Services assists with immunizations and prescriptions for anti-malarial medications, antibiotics, and anti-diarrhea medications. They also provide information about prevention methods for known medical risks while in high-risk travel areas. Call +1-610-896-1089 for an appointment. **This is required by May 1 or December 1.**

5. Pack a First-Aid Medical Kit

It should contain:

- Bandages and disinfectant
- An oral thermometer
- Non-prescription items (aspirin, Pepto-Bismol, etc.)

Also consider:

- Sunscreen and insect repellent
- Water purification tablets
- Medication for motion sickness or traveler's diarrhea

C. Health Documentation

Update medical documents and healthcare information.

- **Proof of COVID-19 vaccine**
- **Personal health records** – You may need access to your medical records. Leave copies with parents/guardians. Create a list of current medications to take with you.
- **Travel health insurance card**
 - Chubb Insurance Card- In your pre-departure folder. Call if in need of further assistance needed at any time.
 - Chubb provides a list of doctors and hospitals abroad
- **Take phone numbers** of your doctors at home
- **Medical alert bracelet** - If you have a serious or chronic medical condition, a history of severe drug allergy, etc., you should consider wearing a Medic Alert bracelet.
- **Doctor's letter** describing any prescription medications you will be taking abroad
- **International Certificate of Vaccination** - A validated certificate of vaccination (the World Health Organization's yellow card) is needed when yellow fever and/or cholera immunizations are required to enter a country. It is obtained at an authorized Yellow Fever Vaccination Center, usually a traveler's clinic or a Health Department immunization clinic.
 - You should carry the yellow card with your passport, and have photocopies of it. Without this important document, you could be denied entry into certain countries, be quarantined, or forced to receive an immunization, possibly with a non-sterile needle and syringe.
 - The yellow card has useful sections where you can list your other immunizations, what medications you take regularly and your eyeglass prescription. There is a section that your doctor can fill out if you are unable to receive any vaccinations for a medical reason.
 - If you want a doctor's exemption from vaccination, you should also inquire at the embassy or consulate of the country of destination to find out whether you will also need a written exemption from vaccination from that country's embassy or consulate.

D. Disabilities, Chronic Illnesses, and Psychological Services

With adequate preparation and precautions, much of the world is accessible to a disabled traveler. There are a variety of websites and blogs specifically aimed at travelers with disabilities.

Students with chronic illnesses requiring ongoing medications or injections, such as diabetes or allergies, will need information about laws regulating the importation and possession of medications and hypodermic needles. Since some countries may not have medications or sterile needles available, it is important that you find out the regulations of the country you are traveling to before you depart.

If you have a disability, you must make plans in advance to ensure that adequate accommodations can be provided. You should assess your own personal health risks, such as susceptibility to infection if you are traveling to a rural or underdeveloped area. Check with your physician if you have special health needs (asthma, for instance) or an eating disorder. Regrettably, not all programs can meet all needs. We will try to provide you with information on what is available. You can also check with the program and it is strongly recommended that students declare their needs at the beginning of the application process and meet with Access and Disability Services.

This applies to psychological services as well. Check with the program regarding the availability of psychologists/psychiatrists. Few programs provide this service. Ask your therapist for a referral, as CAPS cannot operate outside the state of PA, and make contact before you leave the U.S.

Access and Disability Services

Stokes 118

(610) 896-1324

Hc-ads@haverford.edu

VI. SAFETY ISSUES

A. General Tips

1. Belongings

- **Never leave your belongings unattended.** Security in airports or train stations will remove or destroy luggage left unattended. If you see unattended packages report them immediately to an authority.
- **Do not accept, carry, look after or store any package, parcel, or suitcase for anyone.** If someone does ask you to watch their belonging, do not hesitate to promptly contact authorities within the airport.
- **Do not borrow suitcases,** and make sure that nobody has put anything in your luggage.

2. Personal Safety

- **Remain alert in public places.**
- **Be cautious with information about yourself and other students.** Do not give out anyone's address or phone number to strangers. Do not give away your class schedule. **Do not go home with someone you have just met!**
- **Do not walk alone at night.**
- **Inform your host family or roommates** of your activities and of where you are going.
- **If you find yourself in an uncomfortable environment,** try to act like you know what you are doing and where you are going.
- **Be alert to anyone who may be following you.** If you notice any unusual activity around your residence or classroom, report it to the on-site staff immediately.
- **Keep a low profile** in demeanor and dress. Try to dress similarly to those around you, and avoid clothes that obviously call attention to yourself. Keep jewelry concealed—it's best to wear little or none. Avoid sweatshirts, baseball caps, and other attire that could be perceived as "I am an American" (e.g. sports or college merchandise).
- **Be polite,** low-key, and sensitive to local customs.
- **Never agree to drive a car** for someone else, especially across international borders. **Students are NOT permitted to drive at all abroad due to safety concerns!**

3. Road Safety

Road accidents are the single greatest hazard facing U.S. travelers abroad. Remember that in many countries, such as England, Ireland, Scotland, and Australia, **when crossing the street you must look in the opposite direction** as you would in the U.S. Please research the traffic patterns, bike laws, and highway conditions of the countries you hope to visit so that you are prepared.

4. Traveling Around

- **Don't leave money**, tickets, passports, or other valuables in a hotel room unsecured.
- **Always carry some local cash.** Although an appropriate amount will vary by country, students should carry enough for a meal or travel expenses. Carry your money, ATM/credit cards/passport, etc. on different parts of the body to lower the chances of a thief taking everything. Never keep money or original documents in a suitcase.
- **Travel by bus, train, local transportation, or car**—do NOT hitchhike.
- **Use official taxis only.**
- **Travel with at least one other person**, if possible.
- **Avoid traveling at night** on buses, trains, in cars, or by foot.
- **Leave the following** with the Program Director: names of travelers, itinerary (with contact points and phone numbers), mode of travel, and dates of departure/return.
- **Be careful** to help maintain security both at your study site and while traveling. Because terrorist actions are usually preceded by surveillance, the U.S. State Department asks all American citizens to be alert to anyone who might appear to be following them, visiting the same place repeatedly, or doing anything unusual near vehicles, workplaces or other locations frequented by Americans. Any unusual activity of this sort should be reported to local police and your resident director. Remember that terrorist attacks are usually planned months in advance. They often involve innocent accomplices. Students in foreign countries can be easy targets and they should be cautious when they meet new people.

B. Crime Notice

Crimes against travelers such as pickpocketing, robbery, or sexual assault are a growing problem. Tourists are particularly targeted by criminals because they are usually carrying cash and easy to distract. Follow the same common-sense precautions you would at home:

- **Hide your valuables** on your person. Carry your passport, money, and other important papers in a pouch around your neck or waist, or inside your clothing. Wrapping rubber bands around your wallet makes it more difficult for a pickpocket to remove it. Don't carry money or identification in a handbag; all too often, thieves simply take the bag, sometimes breaking arms in the process. Carry handbags in a secure manner to prevent snatch-and-run type thievery.
- **Find out which parts of town local inhabitants consider risky.** If you are out alone at night, stay in well-lit areas; don't use shortcuts or narrow alleys.
- **Be especially alert in crowds.** The most common sites for purse, bag, or camera snatching are the central train stations, crowded shopping areas and places heavily frequented by tourists, such as popular attractions, public buses, trams and subways. Hold your bag where you can see and feel it, and wear your backpack on your front while you are in in large crowds.
- **Attend your program orientation where safety information will be covered.**

C. Terrorism and Related Concerns

Recent incidents of terrorist activity around the world have created the need for increased levels of vigilance when traveling abroad.

In cases of violence, bombings, etc. we do expect you to check in with us via e-mail. The same applies to natural catastrophes, war, political uprisings, etc. We need to know you are safe and it is often easier for you to contact us than for us to find you. Please call home or e-mail your parents/guardians as they will be worried about you. If you do not call them, they usually contact us.

We use an effective system of consultation and consensus of informed opinion in making decisions concerning the safety of our students abroad by communicating with program directors, university officials, and members of the U.S. State Department and other government agencies. Please see **Appendix C** for Haverford College's official policy on travel to a country where a U.S. Department of State Travel Warnings is in effect.

You should always contact your program resident director. Parents should be in touch with Haverford's Office of International Academic Programs, the resident directors of the program, and the State Department. For travel advisories, check with the State Department at travel.state.gov/.

For health advisories, check the Centers for Disease Control and Prevention (CDC) at cdc.gov. Review the [Culture of Safety](#) video for important information on cultural differences, situational and locational awareness, the value of local knowledge, and using good judgment with alcohol.

If you are involved in an incident or are in the region of an emergency situation, you should contact the nearest embassy or consulate to report your status. The embassy will then pass the information to the Office of Overseas Citizens Services Emergency Center. This is a good way for you, your family members, and Haverford to communicate in the event of a natural disaster or any other incident. We also suggest that you regularly communicate with your parents and with Haverford.

For information on Consulates and Embassies in the U.S. and U.S. Consulates and Embassies worldwide, see embassy.org. You are required to enroll your trip with the State Department at step.state.gov/step before you leave the country. By registering you will automatically receive updates and info about your destination.

All decisions concerning the cancellation of the approved programs in the face of violence or terrorism rest with Haverford College in consultation with the responsible authorities abroad. That said, individuals have the right to withdraw from a program or return home early. See “Attendance and Withdrawal Policies” under “Academic Issues” for more information. If a program is canceled or the individual chooses to withdraw, Haverford will adhere to the established reimbursement policy of the program.

Terrorism is a 21st-century reality, and the threat is not likely to diminish significantly. Even without the actual use of violence, terrorists often use threats to control the lives of others; to succumb to these threats by reacting in fear may simply help them to achieve their objectives. Nevertheless, there are precautions that American students abroad can take. The State Department regularly issues standard safety guidelines for safe travel abroad. Among these are the following:

- **Avoid crowds, protest groups, or other potentially volatile situations**, including restaurants and entertainment places where Americans are known to congregate.
- **Be wary of receiving unexpected packages and stay clear of unattended luggage** or parcels in airports, train stations, or other areas of uncontrolled public access. Report such items to Security. Never agree to carry letters, packages, etc. for anyone.
- **Report to the responsible authority any suspicious persons** following you or loitering around your residence or instructional facilities; keep your residence area locked; use your common sense in divulging information to strangers about your study program and your fellow students.
- **Register upon arrival** at the US Embassy or Consulate that has jurisdiction over the location of your study abroad program. In an emergency, contact the U.S. Embassy or Consulate. If you cannot reach the U.S. Embassy, go to the nearest Australian, British, or Canadian Embassy or Consulate.
- **Make sure the resident director, host family, or foreign university official who is assigned the responsibility of your welfare always knows where you are and how to contact you in an emergency.** Please leave a copy of your itinerary with your roommates and/or program director when you travel, even if you are traveling only overnight.
- **Have access to sufficient funds** if necessary to purchase a return ticket quickly. The best arrangement for this is simply to have a valid credit card with an unexpended credit limit.
- **Contact Chubb Insurance** for assistance and they can help facilitate your return.

D. Racial/Sexual Harassment, Assault, & STDs

1. Racism/Anti-Semitism/Ethnic Harassment/Homophobia

Be prepared to encounter some form of racism, anti-Semitism, and/or harassment in many, but not all, countries. Some mixed-race couples may encounter difficulties when traveling to some countries. Remember that, unfortunately, homophobia and bigotry exist all around the world.

2. Sexual Harassment

Unfortunately, sexism exists everywhere. Students should be prepared to encounter some form of sexual harassment. Women traveling alone are often particularly vulnerable. All students should take precautions on trains, buses, or when walking alone at night. Students should not hitchhike alone even in countries where it is permitted. Women in revealing, Western dress may encounter catcalls, whistling, or aggressive flirting. In some cultures, men believe that if a woman wears revealing or "sexy" clothing, then she is promiscuous. Many students have reported that while riding crowded public transportation, in both western and non-Western cultures, they have experienced unwanted touching. Women should be particularly wary of people wishing to make their acquaintance very quickly. There may be an ulterior motive. What may be appropriate or friendly behavior in the U.S. may elicit unwarranted or even dangerous attention elsewhere. In some countries, direct eye contact is perceived as an invitation for sexual attention.

Many programs recommend that the best way to avoid unwanted interaction is to try to understand the sex roles of the culture. Observe the clothing and behavior of the country, and try to follow the example of native citizens. In strongly religious societies, there are often more restrictions regarding dress and behavior. There are numerous guidebooks that offer information on cultural differences. Whatever the customs and traditions of the country, students are advised to try to be respectful rather than critical of the differences.

Never go to a hotel room or your dorm room with someone if you want to avoid a sexual confrontation. In some countries, you may not be permitted to bring a person of the opposite sex to your room. Indeed, if you are living with a host family, they will have rules about bringing any guests into their home. We expect you to abide by their wishes. **Be very careful in giving your trust to people you do not know.** Do not give your host family's address or phone number freely as this may cause problems for the family as well. If you wish to meet people, do so in a public place with other friends.

Students should report any cases of harassment to the program resident director. Students can also report to the Title IX Coordinator, Kimberly Taylor.

3. Sex and Sexually Transmitted Diseases

The only sure protection against sexually transmitted diseases or pregnancy is total abstinence from sexual intercourse with unknown partners. If you are going to be sexually active please practice safe sex. Use a latex condom.

4. LGBTQIA+ Travelers

Some cultures are more accepting of LGBTQIA+ people than others. In some countries, same-sex displays of affection are socially acceptable; in others, they can be dangerous or even illegal. Be aware of the cultural norms and do your research. LGBTQIA+ travelers should explore the [International Gay and Lesbian Travel Association's website](#) for advice, support, and pre-trip guides.

5. Sexual Assault

Deborah J. Hill, author of *The Guide for the Practical Traveler– Travel Tips International*, suggests when rape seems imminent the following is recommended:

- Attempt to calmly reason with the aggressor.
- Avoid fighting if it panics or angers the rapist into violence.
- Cause pain by biting or scratching.
- Scream if you are sure someone will hear you.

Sexual assault is **never** your fault, and you may not be able to prevent it no matter the precautions you take. If you are sexually assaulted, go to the nearest hospital for medical treatment. Alert your Resident and Program Director; many countries have hotlines for rape counseling. You can also contact the nearest American Embassy or Consulate, or any of the numerous emergency services available through Chubb insurance, American Express, travel insurance, or through your program. **Please get help quickly, as your health is of paramount importance.** You should be tested for sexually transmitted diseases, pregnancy, and HIV.

Finally, remember you can **always** contact Haverford for assistance. (See Haverford's Circle on the next page.)

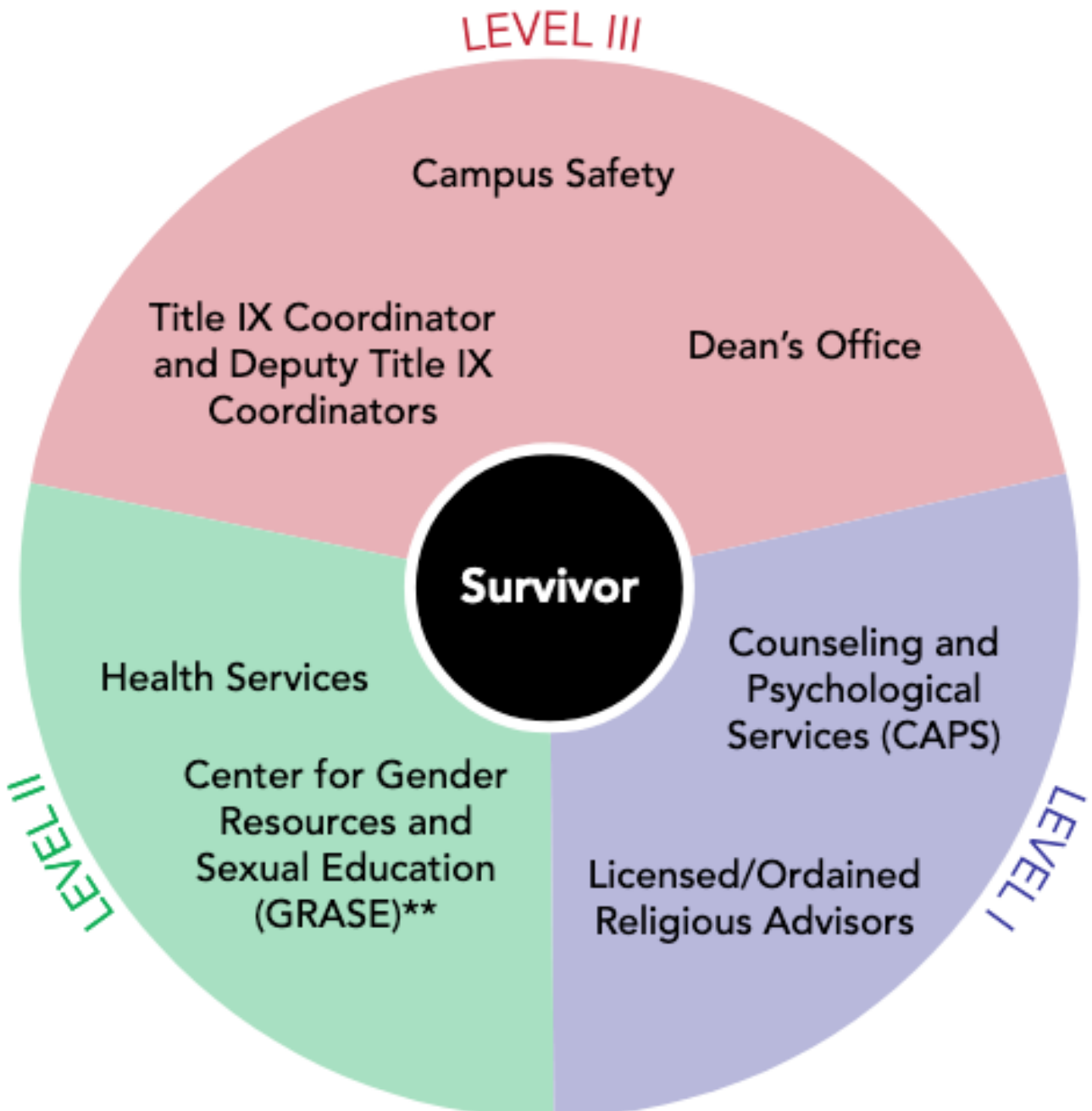
- Safety and Security +1 610-896-1111 (available 24/7)
- Health Services +1 610-896-1089
- Office of International Academic Programs +1 610-896-1229

Additional sources of assistance include:

- National Alliance to End Sexual Violence: <https://www.endsexualviolence.org>
- Rape Abuse and Incest National Network Hotline: +1-800-656-HOPE
- Title IX Coordinator at Haverford: Kimberly Taylor: +1 610 896-1234, <https://www.haverford.edu/sexual-misconduct>

6. Dating Apps

- If you choose to use dating apps while abroad, be careful! Do not reveal too much personal information in your profile, like specific details about where you're from, where you're staying, etc.
- Be aware of how your profile could be perceived in different cultural contexts. If you are meeting someone for the first time, do so in a public place with friends. Always tell someone where you're going!



VII. THE TRIP AND LIFE ABROAD

A. Packing

1. Pack Light - No, Really Light!

- See **Appendix D** for a suggested packing list.
- When packing, think of your return. You will buy and accumulate much more than you expect while you are abroad. You will be responsible for hauling your luggage from airport to bus to hotel to home, so make sure not to take more than what you can handle. Go light on packing clothing; you can always buy clothes in your host country.
- In addition to a large suitcase, consider bringing a smaller bag for weekend trips.
- Think of how much luggage your airline will let you fly with and how much it will cost. Check the size(s) and weight(s) of your bag(s) before leaving for the airport!

2. Adapters

- Electricity varies outside the United States. Standard voltage is 220V, 50 Hz (cycles), and the less common is 110V, 60 Hz. The different types of sockets consist primarily of either the flat pin (U.S.) type or the round pin sort. Both can have 220V.
- A socket that fits American plugs does not mean American razors, hair-dryers, etc., will function. U.S. electric clock radios will not keep correct time, even with a converter. Also, be careful as some houses contain both types of electricity!
- Adapters can be bought abroad if needed, but small transformers (that change 220V to 110V) may be more easily purchased in the U.S. Those bought outside the U.S. are very expensive and can be much larger. They can often be found in stores which specialize in travel, including AAA.
- Bring enough batteries for the duration of your stay if your electronics require them. Alkaline batteries abroad are expensive and carbon-zinc batteries swell and leak.

3. Laptops

- Make sure your charger is compatible with the host country's electrical system, or else you may fry your laptop when you plug it in to recharge.
- Laptops are stolen almost as frequently as iPads or smartphones, so back up important documents onto an external hard drive or other large storage server like Google Drive.

B. Traveling While Abroad: Tips and Tricks

1. Costs

Be realistic in appropriating money, with the goal that whatever you spend should be worth it. Where you go is important. Big cities are expensive. Food and lodging can be expensive depending on the current value of the dollar. Check student evaluations for your country on the Study Abroad website. Remember to consider snacks, entertainment, and side trips.

2. Modes of Transportation

Talk to students who went to your program or country to find out what are the best methods for travelling. Search online to compare prices and look for deals. Keep in mind that, especially in Europe, airplanes are often an inexpensive option (albeit with a larger carbon footprint than buses or trains).

- Bus: Buses are often the most inexpensive option. Bus stations also tend to be more centrally located than airports, so you can save on transportation between the station and your destination.
- Train: Research different types of passes to see if any work for what type of travel you plan to be doing ([Eurail Pass](#), [Britrail Pass](#), [Japan Rail Pass](#)).
- Airplane: Check websites like [skyscanner.com](#) for inexpensive flights.

3. Planning

Do research before you go. Plan routes in as much detail as possible based on available information and buy guidebooks or maps ahead of time.

Make a copy of your birth certificate and a photocopy of the first pages of your passport in case you need a replacement passport.

If you are planning to stay in youth hostels, you will often be expected to bring your own towels or pay to rent them. You may also want a small padlock for storage lockers.

Pack your luggage light. Irreplaceable items must be taken with you on the airplane in carry-on bags.

C. Money and Money Emergencies

1. Planning and Budgeting

When creating your budget, it is better to overestimate how much you will spend. **Talk to someone who has been to the country to get an idea of how much you will need. Check student program evaluations on the Study Abroad website and the Cost of Living index for your country at numbeo.com.**

It's also important that the money that you budget is available for you to access it when you need it. This can be done through a combination of cash and credit cards. Have a couple of different ways to obtain money so that if one fails you won't be stuck without any cash. Again, talk to someone who has been in the country to figure out which methods work best. If going with a third-party provider (IES, CIEE, etc.) check with them. Cuba is a cash-only economy and will not accept American-issued credit cards whereas there are shops in the UK that no longer take cash and only use chipped or contactless credit cards.

2. Exchange Currency

- Before leaving, exchange a small amount of money you will need for buses, taxis, tips, and other incidentals that you may encounter during your first days abroad. Many banks and AAA offer currency exchange.
- You will also be able to exchange your money at the airport, but the rate is likely not as favorable. Wait to exchange the bulk of your checks at a local currency exchange or bank.
- Sometimes post offices will have an exchange bureau. Be careful when and where you exchange funds. Exchange charges vary but are high enough that you should consider changing large amounts of cash at each transaction. Remember, you lose money each time you exchange one country's currency for another's. If you need to exchange additional money, it may be better to exchange your money at banks rather than hotels, as they usually have better rates.
- **NEVER exchange funds from an uncertified location.** Some countries have very strict currency regulations including limitations about removing currency from the country.

3. Banking Abroad

In some countries, opening a bank account is bureaucratic and difficult. Often students abroad for the entire year opt to open an account, while those abroad for just a semester choose not to. Check with your program to determine if it is necessary. With credit cards, debit cards, and ATMs most students find that they do not need to open another account.

4. ATMs

Students report that the best method to access cash is with a debit or ATM card linked to a checking account in the U.S. The card should be compatible with the PLUS network or Cirrus network. You can also use credit cards at many ATMs abroad. The ATM works with a Personal Identification Number (PIN). If you (or your parents) keep enough in the checking account, you can avoid the finance charges for money borrowed on a credit card. Never give your PIN to anyone. Your credit card **must have a chip**.

Things to consider with using an ATM:

- The availability of ATMs varies from country to country. Check with your credit card issuer and program to see if you can use your ATM card there.
- Only use ATMs located in a public, well-lit area.
- Check with your credit card issuer about any finance and service charges. For ATM and debit cards, there is usually a charge for using the local machine AND from your home bank for every transaction.
- Consider opening a new account that has lower fees, especially if you anticipate paying for many things with cash. Do your research and be sure to open the account far enough in advance that you will have time to receive the card.
- Have a PIN no more than 4 digits long, as some ATMs abroad will only accept 4 digit PINs.
- There may be a daily cash limit of \$200-300. Plan ahead if you will need large sums of cash.
- Do not rely solely on an ATM card. What if your ATM card is stolen, lost, or demagnetized?
- **Call your bank and credit card company BEFORE LEAVING to let them know the dates and locations of your travels. Many companies will lock cards when used for the first time overseas as protection against fraud.**

5. Credit Cards

- We recommend that you carry two major credit cards such as Visa or MasterCard. American Express and Discover are not as widely accepted. Each company has special cards for students, and some include special deals for traveling. For more info, see the companies' websites.
- **Your credit card must have a chip.** Most credit card machines abroad have a chip and pin system, and they cannot read American credit cards without a chip.
- Most charge a small conversion fee per transaction based on current exchange rates, as well as normal monthly fees and charges. Some can also be used to withdraw cash from an ATM, although this usually comes with a higher finance charge if the balance is not paid in full every month.
- Many places do not accept credit cards at all, especially in more rural areas and outside of Europe. Always have some cash on you as a back-up.

6. Non-Emergency: Sending Money Overseas

To receive money from the U.S., you will need to have a U.S. bank account. At some point, your parents may wish to send you money by using a foreign bank draft. Your American bank issues these drafts through a correspondent bank in the country where you are. Make sure that the correspondent bank has a branch in your city. It will take time to issue the draft, so be prepared to wait a week or so. Money can also be sent by telegraph through your bank. However, both telegraph and international money orders are expensive.

Your parents may be able to deposit money into your checking account. Inquire about this with your bank and leave your parents your account number, routing number, and other relevant information.

Western Union offers an International Money Transfer Service and has offices worldwide. Call their toll-free U.S. number before leaving the states to get the telephone number of the office nearest you while abroad. They may be reached at westernunion.com.

7. Emergency: Sending Money to Overseas Citizens Services (OCS)

For the procedure for sending money to U.S. Citizens in emergency financial situations, visit the travel.state.gov website at:

<https://travel.state.gov/content/travel/en/international-travel/while-abroad/sending-money-abroad.html>

D. Relationships Abroad

Going abroad is an incredible opportunity with so many new things to experience and people to meet. While you are enjoying your life abroad, consider the relationships that might be affected by your being away. It may be difficult to maintain friendships or relationships from home while you are abroad due to different time zone and life activities. Try to keep in touch, but don't let communicating with them impede you from meeting new people or fully experiencing study abroad.

E. Problems Abroad

- **If you have academic concerns with your program:** Speak with the resident director and get help before it turns into something more serious. Is tutoring available? Were you placed in the appropriate class level? Contact the OAR for academic help. If these problems cannot be resolved on-site, please contact the study abroad office.
- **If you are concerned about your housing/roommate, etc.:** Contact the housing office on site. Explain your situation and try to work out an acceptable solution. Remember that the accommodations abroad may not be on par with housing at Haverford. If the situation cannot be resolved, contact the director of the program on-site and if necessary, the study abroad office.
- **Lost your passport, had your wallet stolen, or other crime:** Immediately go to your program director, who will help you file a police report. Since you left copies of your information with your parents or guardians at home (credit card numbers, license number, etc.), they also may be able to help you with this. If your credit cards are stolen, cancel them immediately.
- **Disciplinary/Expulsion issues:** You are subject to the rules and regulations of your program and its country while abroad. You can be expelled from the program for violations of social and academic regulations. The set of procedures will vary from program to program. Know your program's rules and regulations. If you are found in violation or expelled, all information will be forwarded to Haverford's Dean of the College, who may require further investigation and may recommend that Honor Council become involved. You will be solely responsible for any additional transportation fees.
- How many times have we said **"Don't do drugs abroad!"**? Please don't. Consequences are harsh. In some countries, the penalty is life imprisonment or death.

F. Cultural Cues, Culture Shock, and Re-entry Syndrome

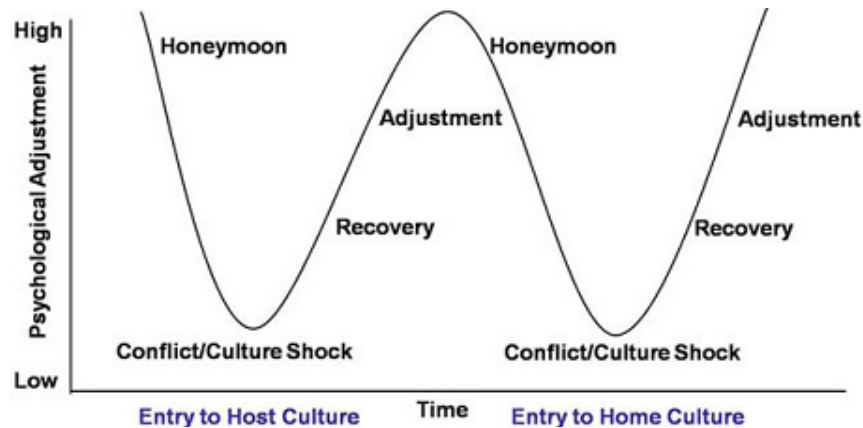
1. Issues of Culture Shock

Being away from familiar situations and supportive family and friends can make it harder to deal with feeling low or other emotional problems, but it does not necessarily cause these problems. **Culture shock is real, normal, and you should expect to experience it to some degree.** The symptoms of culture shock may range from mild uneasiness or temporary homesickness to acute irritability, hypersensitivity, and loss of perspective. The first step toward adjustment is accepting the fact that it is temporary. It will pass as you become more familiar with the setting, language, mannerisms, and customs.

2. Culture Shock or "W" Theory/Adjustment Strategies

When immersed in a different culture there will be a non-stop stream of stimuli (much of which one is not conscious of), which will differ to varying degrees from the way you have always experienced, expected, and interpreted the world to be. In time, usually about 1-4 weeks, the "newness" of your experience begins to wear off and people sometimes slide into depression, confusion, and/or frustration. This is normal and to be expected. It means you are learning and beginning to adapt to your new surroundings.

Reactions to culture shock vary widely, but it can be quite severe as it challenges all of one's previously-held beliefs and psycho-socio-cultural constructs. With depression often comes withdrawal, and with withdrawal often comes drinking and/or excessive sleeping. These are to be observed and avoided. Introspection is useful for working through changes and contradictions in your life, but it is also advised to try to be involved and to not take things seriously, as it's subjective anyway. Don't judge; ask why.



Euphoria Stage- When one departs from home one is inevitably excited, happy, nervous, and "psyched"— and thus, well up into the "plus" side of the graph. The newness and wonder of the new place and culture keep your "happy meter" high for a while.

Culture Shock Stage- Often filled with hostility, frustration, criticism, and even aggression toward the host country/culture; you begin to miss home, friends, family, familiar foods, privacy, hot showers. People often withdraw and feel lonely, and they need time to continue working through all of the new information to be taken in, synthesized, and understood. Your "happy meter" may begin and continue to drop – for some their graph is relatively flat, while for others it can oscillate.

Adjustment Stage- In a simplified scheme, a person eventually grows accustomed to the new environment, culture, and roles of life. Often, one's language skills become more fluent, initial differences are accepted, others' behavior is more easily understood, and one's own behavior is modified to act appropriately. There are lots of big and small peaks and valleys on one's graph as one makes at first superficial adjustments to accept new challenges, but through the adjustment periods, one's curve begins pointing back up again.

Assimilation or Adaption Stage- In most cases, people's "happy meter" is well into the positive again by the time they prepare to return, full of incredible memories. It may never be reached or, for others, reached early on; it involves truly getting in step with the local people. The person has added to their cultural/psychological repertoire a whole new dimension of thinking, behaving, reacting, and living. One can, of course, never become "one of them" and depending on the degree of difference between the cultures, it may take a number of years to actually feel completely comfortable with another cultural paradigm.

G. Coming Home

1. Reverse Culture Shock/“Havershock”

When one flies home, one expects that they are coming back to the familiar, which should be easy. **Culture Shock has been described as the expected confrontation with the unfamiliar and re-entry involves the unexpected confrontation with the familiar.** The returnee has changed so dramatically that between a couple of days to many months later, another culture shock "crash" or decline into depression may occur when re-entering one's home culture.

Suggestions for Reverse Culture-Shock/Re-entry Adjustment

Get involved in your community (especially in projects related to the country you visited).

Accept the fact that you are changing/have changed. You will need to adjust your self-image, concept of self, and your place in the world. You may need to change/readjust your relationships upon your return with your family, friends, and community.

Allow time for thorough reflection as well as time to respond to comments and events that affect you differently now that you have traveled abroad.

Share your feelings. Whatever feelings you may have, chances are at least one member of your group, if not all, are experiencing the same thing.

Culture Shock is evidence that dramatic lessons are being learned and incorporated.

The more one understands these cross-cultural processes, the better one will be able to articulate insights and explore or interrogate aspects of one's own cultural make-up.

2. Extending Your Experience

Study abroad doesn't have to end the moment you return home! Stay connected to friends you met on your trip. Share your experience with others:

- Volunteer with the Student Study Abroad Advisory Board. The board is comprised of students who have returned from an approved study abroad program. Board members assist the Office of International Academic Programs with matters such as reviewing petitions to add or drop programs to the approved list and holding information sessions.
- Incorporate your abroad experience into your thesis or other coursework. Share your new perspectives in classroom discussions.
- Participate in the Photo Contest! The annual contest is held in the spring and is open to any student that has attended and completed a Haverford-approved program.
- Explore ways to return overseas for graduate study, fellowships, or work abroad.
- Include study abroad experience on your resume.

VIII. HAVERFORD RESOURCES ABROAD

A. Using the Haverford VPN

The College's Virtual Private Network (VPN) allows you to access computing resources at Haverford that would normally be limited to people on campus. Certain library resources, document storage, and some servers are limited to those physically on campus. Using VPN, your computer appears as if it is on the Haverford campus no matter where you are.

By default, everyone at Haverford has a VPN account. Your Haverford username and password are the credentials you use to log in to Haverford VPN. Note: some DSL and Cable Internet services, along with some public Internet services (like in some coffee shops or hotels) don't allow VPN to work – but most do. Typically, you won't know until you try. Instructions to install the VPN can be found on the [Haverford IITS Website](#).

B. Using Haverford Library Resources

Students are encouraged not to forget about the online resources of Haverford College's library! Past study abroad students have reported that it remained a helpful research tool while abroad. Contact: Margaret Schaus (mschaus@haverford.edu).

The library can help you:

- Access journal articles online, research databases and eBooks directly through [Tripod](#).
- Create an internet proxy: The [EZ Proxy Link](#) connects you to Haverford resources for research. Use your Haverford email username and password.
- Contact a [Subject Specialist Librarian](#) for answers to questions and advice on resources.
- Request journal articles and book chapters not available from Tripod through the [Article Delivery Service](#)

Other online resources:

[Dissertation and Theses online](#) - Doctoral and masters' theses in the humanities and social sciences, many full text

[New York Times](#) - Use the link New York Times for the most recent 5 years. It requires an initial registration but then you will have access with your password for a full year.

[ProQuest Research Library](#) - Full text for many journals and magazines

[Database Finder](#) - Guide to research databases in all academic disciplines

[Access World News](#) - Full text news from around the world. To see news from a specific country, select from the Map Search and enter your search terms.

C. A Note from the CCPA

Often students who go abroad don't realize until after they are gone that it is hard to investigate career options, begin networking, launch a job search or begin the graduate school application process when they are not on campus. The CCPA is here to help, to make things easier for you in your senior year! Feel free to contact us for quick questions by phone (+1-610-896-1181) or by e-mail (hc-ccpa@haverford.edu).

1. **Appoint a Proxy**

It might be helpful to ask someone who will be on-campus next semester to assist you in using our office next year. This could include sending you copies of GRE/LSAT/MCAT/GMAT test booklets, making requests to send out your letters of recommendation, doing research on internship opportunities in our office, and facilitating applications on your behalf. Do so by submitting a written letter to our office before you leave campus.

2. **Complete Your Profiles on Handshake and HaverfordConnect**

Please include potential career interests in your profile, as this will enable the CCPA to communicate with YOU about opportunities and programs related to YOUR interests, as well as keep you informed of employer recruiting activities. Complete your profiles: <https://haverford.joinhandshake.com/login> and <https://connect.haverford.edu/>

3. **Internships and Summer Jobs**

Consider applying for summer internships, jobs, and funding while you are abroad— the application season for summer positions typically runs from about December to February.

4. **Prepare for Your Senior Year**

Seniors find it helpful if they have prepared a draft of a resume before they arrive in September. You can pick up a handout in our office which covers the basics of resume writing or look over the guide and templates provided online. Feel free to send a copy to us for a critique, and we will send it back to you.

D. Connect with Alums Abroad

Haverford Connect (connect.haverford.edu) is the place for students (and alumni) to find alumni to reach out for advice and information. Active Users have indicated they want to talk to students. All alumni are in the directory tab and can also be messaged through the system. Students can search by location, and also this Help Topic will be helpful: "Working and Living Outside the US".

E. A Note from the OAR

Dear Fords Abroad,

Just because you are going abroad does not mean you cannot partner with the OAR on your academic pursuits— indeed, this time of transition may be one of the best times to access the variety of resources the office provides! We are here to support and encourage your journey towards academic success, even while you are out of the country. While you are abroad you will still be able to access our study tools (<https://www.haverford.edu/academic-resources/learning-resources>). Additionally, you can contact us to receive support via Skype on topics including - but not limited to:

- Managing your time
- Blueprinting your semester
- Overcoming procrastination
- Reading comprehension strategies
- Focus and study techniques
- Understanding perfectionism
- Goal setting
- Values identification
- General study strategies

To schedule an appointment, simply email hc-oar@haverford.edu or visit the Academic Coaching tab on the OAR website. We will try our best to accommodate your time schedule. Normal consultation hours at the OAR are 10-4 Eastern Time.

Transitioning to a new institution and country can be challenging, but we can help you succeed in a new and sometimes daunting, but exciting, environment. Please do not hesitate to reach out. We would love to hear from you.

— The OAR Team

VIII. APPENDICES

Appendix A: Health and Medical Resources

Haverford provides coverage through Chubb Travel Assistance. However, students will need supplemental insurance to cover everyday medical maladies and needs while abroad. The following is provided FOR INFORMATIONAL PURPOSES ONLY and in no way constitutes an endorsement, expressed or implied, by the Department of State or the study abroad office.

Insurance Services and Information

Haverford College Student Insurance Program

https://www.firststudent.com/school_page/haverford-college/home-haverford-college/

iNEXT International Travel Insurance

- Worldwide Travel Insurance
- Five levels of affordable supplemental international travel insurance (~\$36-215)
- Three levels of comprehensive insurance options
- International ID Card
- Free global calling card
- 24-hour worldwide assistance services
- Discounted airline tickets through Student Universe
- Option to purchase SIM cards and cell phones

HTH Worldwide Insurance

More info at: <https://www.hthstudents.com/>

Appendix B: Non-Discrimination Statement

Haverford College does not discriminate in education or employment on the basis of sex, sexual orientation, gender identity, race, color, age, religion, disability, genetic information, national or ethnic origin, citizenship, veteran status, or any other characteristic protected by law. This policy is consistent with relevant governmental statutes and regulations, including those pursuant to Title IX of the Federal Education Amendments of 1972, Section 504 of the Federal Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, as amended. Inquiries concerning Title IX should be addressed to Kimberly Taylor, and other policies of non-discrimination may be referred to the Affirmative Action Officers or to the Director of the Office for Civil Rights, U.S. Department of Education, Washington, DC. Affirmative action questions can be referred to the Director of Human Resources (+1-610-896-1250).

Appendix C: Haverford's Policy Regarding U.S. Department of State Travel Warnings

Study Abroad

Haverford College has numerous officially approved study abroad programs spanning the globe. The College has selected these programs, in part, based on the knowledgeable program personnel that our partners have stationed in-country, the program infrastructures they have in place, and the due care and attention they devote to enhancing the safety and security of our students. In spite of our confidence in the measures our partners abroad take to enhance student safety and security, from time to time, the College finds it appropriate to advise students to decline participation in an officially recognized study abroad program or destination due to serious concerns, such as war, political unrest, social instability, contagious disease control, military operations, election-related demonstrations or violence, natural disasters, terrorism concerns, etc. within the host country.

The International Academic Programs Office consults regularly with colleagues around the country who are involved in the administration of study abroad programs, program directors, responsible officials of host universities, and contacts in the U.S. State Department and other government agencies. In addition, the office consults with other experts, including our own faculty, who are well-informed on issues and events in the locations of our approved programs. Our ability to communicate almost instantaneously worldwide via email enables us to obtain and share information quickly and efficiently with colleagues in the event of an emergency at an international study site that may have repercussions for international academic programs. In short, Haverford uses an effective system of consultation and a consensus of informed opinion in making decisions concerning the safety of our students.

Haverford College, at its discretion, may advise students to decline participation in an officially approved study abroad program or destination abroad for any of the following reasons:

The U.S. Department of State has issued a Travel Warning that specifically directs Americans to leave the country in which the program is located or to forego travel to that country.

The U.S. Department of State has issued either: (1) a Travel Warning that urges Americans travelling to or within the country in which the program is located to consider carefully the risks of such travel and remain vigilant with respect to their personal safety and security if they choose to travel to or within that country, or within a specific region of that country that the Department of State has determined poses particularized risks for American travelers; or (2) a Travel Advisory outlining significant risks to the safety and security of Americans travelling to or within the country in which the program is located.

Haverford College's Office of International Academic Programs has received recommendations that participants refrain from travel to a specific country or region from any of the following sources: (1) faculty who are knowledgeable about the sociopolitical dynamics of the country or region in which the program is located; (2) Haverford's Chubb Travel Assistance and Medical Insurance Program; (3) peer institutions that are advising students to decline participation in programs located within a country or region.

Before a final decision is made, U.S. Peace Corps Travel Advisories and UK Travel Advisories are also consulted.

Travel to countries with a Level 3 Travel Advisory will need to be approved by Haverford's Travel Council. If permission is granted to study abroad in a country with a Travel Advisory, students will be required to sign a special waiver and obtain written consent from their parents or guardians.

Travel to countries with a Level 4 Travel Advisory is not permitted.

College Affiliated Group or Individual Travel to a Country under a Travel Warning:

The College also reserves the right to take the following actions, at its sole discretion, in the event that a Travel Advisory or Travel Alert is issued or changed before, during or after a student is in a country that is the subject of such an advisory or alert. The College reserves the right to take the following actions:

- Suspend all Haverford College affiliated/funded programs or travel to a country with a Travel Advisory or Alert
- Decline to provide funding or process financial aid for study/travel to the country
- Require students to depart the country

All decisions described above shall be made by the Haverford Travel Council, chaired by the Provost.

Appendix D: Suggested Packing List

1. Documents

- Passport and visa
- Proof of COVID-19 vaccination
- Acceptance letter/financial statement or letter/vaccination certificates (where necessary)
- Pre-Departure Guide
- Tickets and rail passes
- International Student ID card (iNext or ISIC)
- Chubb insurance card
- Driver's license
- Personal insurance cards: health, accident, trip cancellation, etc.
- Cash (in both US and foreign currency), credit card, debit card
- Extra passport-size photos (about 8-12 machine produced 2"x1½")
- Photocopies and numbers of passport, visa, tickets, credit cards, insurance, driver's license, and other important paperwork

2. Clothing

- Sneakers for walking (1 pair)
- Comfortable boots (1 pair)
- Flip-flops (1 pair - to protect your feet in hostel showers)
- Dress shoes (1 pair)
- Plenty of socks
- Plenty of underwear/bras
- Skirts/trousers/shorts
- Shirts (long and short sleeve)
- A few sweaters/sweatshirts
- Poncho/rain jacket
- Light jacket
- Heavy coat
- Bathing suit
- Cold weather gear (hat, gloves, scarf)
- 1 nice outfit
- Pajamas
- Workout clothes

3. Other Necessities

- Medicine (consider creating a first-aid kit with supplies for minor emergencies)
- Copies of prescriptions for prescription medication
- Reusable water bottle
- Shampoo, conditioner, toothbrush, toothpaste, soap, feminine products, brush/comb, razors, nail clippers, makeup (and remover)
- Deodorant
- Glasses/contact lenses with contact solution (very hard to find abroad), retainers, etc.
- Toiletries (unless you plan to purchase them in-country)
- Money belt or neck pouch
- Sunglasses
- Headphones/earbuds
- Cellphone, Laptop, Chargers (Portable chargers are super helpful!)
- Adaptors/Converters

Appendix E: Emergency Numbers and Information

Keep this contact information readily accessible while traveling. You may want to leave a copy at home with your parents so they can also be prepared in the case of an emergency.

Remember that the country code for the U.S. is "1"

Your country code:

Personal Information (Abroad)

Phone number:

Email address:

Personal address: _____

Mailing address: _____

Host Family/Housing Abroad Information

Name(s): _____

Phone number:

Email address:

Address: _____

United States Program Director

Name: _____

Phone number:

Email address:

Address: _____

Resident Director On-site (Individual in charge of your program based abroad)

Name: _____

Phone number:

Email address:

Address: _____

Advisor(s)

Phone number:

Email address:

U.S. Embassy in Host Country:

U.S. Consulate (For non-U.S. citizens, your embassy):

Local Emergency Number Abroad (911 equivalent):

Important Contacts

Chubb Travel Assistance Program:	+1-888-987-5920 / +1-240-330-1571 (abroad)
Office of Overseas Citizens Services:	(202) 501-4444
U.S. Department of State Citizen Emergency Center:	(888) 407-4747 / +1-202-501-4444 (abroad)

*For U.S. citizens abroad experiencing an emergency who can't contact an embassy

Haverford Directory

Study Abroad Office:	+1-610- 896-1229 / ravery@haverford.edu
Haverford Campus Safety:	+1-610-896-1111
Office of the Registrar:	+1-610- 896-1233 / hc-registrar@haverford.edu
Center for Gender Resources & Sexual Education	+1-610-795-6126/ hc-grase@haverford.edu
Health Services:	+1-610-896-1089 / hc-healthservices@haverford.edu
Title IX Coordinator: Kimberly Taylor	+1-610-896-1234/ ktaylor4@haverford.edu
Financial Aid Office:	+1-610-896-1350 / finaid@haverford.edu
Office of Residential Life:	+1-610-896-1298 / hc-reslife@haverford.edu
Controller's Office:	+1-610-896-1248 / hc-studentaccounts@haverford.edu
Dean's Office:	+1-610-896-1232