TRAVEL GUIDE FOR INTERNATIONAL
STUDY PROGRAMS
Semester 2015-2016

Photo taken by Taylor Christensen – Florence, Italy

Pacific Lutheran University
Wang Center for Global Education
Phone: 253-535-7577 • Fax: 253-535-8752
wang.center@plu.edu • www.plu.edu/wangcenter

PLU reserves the right to update and modify policies, processes, and information related to study away, including those contained in this guide

Updated April 2015
Orientation information, both online and verbal, contains information for faculty, staff, and students about health and safety issues related to international and off-campus travel. Adherence to this information, along with appropriate behavior, caution, and common sense, can prevent many crisis situations.

Decisions regarding program itineraries are made based on information from the U.S. Department of State, Center for Disease Control, on-site coordinators, and other informed contacts. The Wang Center and PLU are prepared to make changes on short notice should a situation arise in any location which causes serious concern.

PLU offers study away programs all around the world, representing a variety of governments, laws, religious beliefs, cultural practices, and approaches to human rights. Our presence in a country is not an endorsement of policies and practices that we consider to be at odds with the values of PLU. Rather, our fundamental mission is to educate for a just, healthy, sustainable, and peaceful world, both locally and globally. Engaging students in the complexity of critical global issues provides the opportunity for our students to learn responsible, respectful, and constructive international engagement.

All participants in off-campus programs serve as ambassadors of both the United States and PLU. Therefore, to promote good will and to best ensure positive and safe learning experiences, university policies and guidelines apply to faculty, staff, students, and other community members who participate in off-campus programs. This guide contains only an overview of some expectations which are particularly relevant.
Important Contact Information

In the case of an emergency situation, call PLU Campus Safety: (00) 1-253-535-7441

<table>
<thead>
<tr>
<th>Team Member</th>
<th>Quick List – who to call for what questions while you are off-campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pat Bieber, Study Away Business and Records Coordinator</td>
<td>• Course registration; Billing and budget&lt;br&gt; • Grading and transcripts, Assignment of Credit&lt;br&gt; • Emergency contact for students and faculty on off-campus study programs</td>
</tr>
<tr>
<td>Tanya Ulsted, Coordinator of Study Away &amp; Gateway Programs</td>
<td>• Study Away advising/guidance/coordination for Gateway and Featured programs&lt;br&gt; • Emergency contact for students and faculty on off-campus study programs</td>
</tr>
<tr>
<td>Megan Grover, Short-Term Programs Manager</td>
<td>• J-Term logistics and arrangements for other international travel&lt;br&gt; • Emergency contact for students and faculty on off-campus study programs&lt;br&gt; • Temporary contact for Approved semester and summer programs</td>
</tr>
<tr>
<td>Dr. Tamara Williams, Executive Director</td>
<td>• Backup emergency contact for students and faculty on off-campus study programs</td>
</tr>
<tr>
<td>Wang Center for Global Education</td>
<td></td>
</tr>
<tr>
<td>Pacific Lutheran University</td>
<td></td>
</tr>
<tr>
<td>Tacoma, WA 98447-0003</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PLU Resources</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Women’s Center, Jennifer Warwick, Victim Advocate</td>
<td>Office: 253-538-6303&lt;br&gt; Fax: 253-538-6305</td>
</tr>
<tr>
<td>Campus Safety, Greg Premo, Director</td>
<td>Office: 253-535-7441&lt;br&gt; Fax: 253-536-5061</td>
</tr>
<tr>
<td>PLU Health Center, Susana Doll</td>
<td>Office: 253-535-7337&lt;br&gt; Fax: 253-536-5042</td>
</tr>
<tr>
<td>PLU Counseling Center</td>
<td>Office: 253-535-7337&lt;br&gt; Fax: 253-536-5124</td>
</tr>
<tr>
<td>PLU Campus Concierge (to route a call anywhere on campus)</td>
<td>Office: 253-535-7411</td>
</tr>
</tbody>
</table>

Other Important Resources

<table>
<thead>
<tr>
<th>State Department -- Phone Numbers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Overseas Emergency</td>
<td>202-647-5225 or 202-647-4000</td>
</tr>
<tr>
<td>Consular Affairs</td>
<td>202-647-9576 or 202-663-2500</td>
</tr>
<tr>
<td>Office of American Citizens Services</td>
<td>202-647-9019 or 202-501-4444</td>
</tr>
</tbody>
</table>
Wang Center Emergency Response Procedures

A student losing a passport, a faculty leader having her wallet stolen, or a student breaking his leg are clearly challenging, but are not life-threatening crises. The Wang Center considers an emergency – requiring an immediate call to us in the office or at home – to be something that has or could result in significant harm. Examples include: major natural or national disasters (earthquake, hurricane, etc.), rape, or death. Use your best judgment and common sense in responding to unusual situations and emergencies. If you are a student, seek out your faculty or program leader for help.

The Wang Center shall be contacted in the following circumstances:

1. Serious injury, illness, hospitalization, incarceration, or death
2. Emotional or psychological stress that appears to require removal from the situation or professional attention.
3. Being the victim of a crime (theft, assault, rape, harassment, accused of committing a crime, etc.)
4. Sexual harassment
5. A situation in-country arises which causes serious concern, i.e. political uprising or natural disaster
6. Vehicle accident or damage

Faculty (or on-site coordinator) Emergency Situation Checklist

*Each of the following five steps is required.*

1. Seek appropriate local help.
2. Call international emergency medical insurance
   → **Student calls** - if the student is able
   → Faculty calls - only if the student is NOT able
   → Student Receives a case number
   → Insurance will guarantee payment of medical bills; students should be prepared to pay the deductible at the time of the incident
   → PLU funds may be used to pay for upfront costs; the student will reimburse PLU
3. Call the Wang Center
   → M-F 8am-5pm: 253-535-7577
   → PLU’s 24-hour emergency line: 253-535-7441, or a staff member on the Travel Card
   → Write Incident Report
   → Provide the Wang Center with the Incident Report, include the insurance case number if applicable
   → Send to wang.center@plu.edu no later than 48 hours after the incident
4. Follow-up
   → Follow up with the student about the incident
   → Provide follow-up information to the Wang Center by email
Because the health and safety of study abroad participants are primary concerns, these statements of good practice have been developed to provide guidance to institutions, participants (including faculty and staff), and parents/guardians/families. These statements are intended to be aspirational in nature. They address issues that merit attention and thoughtful consideration by everyone involved with study abroad. They are intentionally general; they are not intended to account for all the many variations in study abroad programs and actual health, safety, and security cases that will inevitably occur. In dealing with any specific situation, those responsible must also rely upon their collective experience and judgment while considering their specific circumstances.

1. Responsibilities of Program Sponsors

The term "sponsors" refers to all the entities that together develop, offer, and administer study abroad programs. Sponsors include sending institutions, host institutions, program administrators, and placement organizations. To the extent reasonably possible, program sponsors should consider how these statements of good practice may apply. At the same time, it must be noted that the structure of study abroad programs varies widely. Study abroad is usually a cooperative venture that can involve multiple sponsors. Because the role of an organization in a study abroad program may vary considerably from case to case, it is not possible to specify a division of efforts that will be applicable to all cases. Each entity should apply these statements in ways consistent with its respective role.

In general, practices that relate to obtaining health, safety, and security information apply to all parties consistent with their role and involvement in the study abroad program. Much of the basic information is readily available and can be conveyed to participants by distributing it and/or by referring them to—or using materials from—recognized central sources. Statements of good practice that refer to the provision of information and the preparation of participants are intended for parties that advise, refer, nominate, admit, enroll, or place students. Statements of good practice that suggest operating procedures on site apply to entities that are directly involved in the operation of the overseas program.

It is understood that program sponsors that rely heavily on the collaboration of overseas institutions may exercise less direct control over specific program components. In such cases, sponsors are urged to work with their overseas partners to develop plans and procedures for implementing good practices.

*The use of letters below is provided for ease of reference only and does not imply priority.*

Program sponsors should:

A. Conduct periodic assessments of health and safety conditions for their programs, and develop and maintain emergency preparedness processes and a crisis response plan.

B. Provide health and safety information for prospective participants so that they and their parents/guardians/families can make informed decisions concerning preparation, participation, and behavior while on the program.

C. Provide information concerning aspects of home campus services and conditions that cannot be replicated at overseas locations.

D. Provide orientation to participants prior to the program and as needed on site, which includes information on safety, health, legal, environmental, political, cultural, and religious conditions in the host country. In addition to dealing with health and safety issues, the orientation should address potential health and safety risks, and appropriate emergency response measures.

E. Consider health and safety issues in evaluating the appropriateness of an individual's participation in a study abroad program.

F. Determine criteria for an individual's removal from an overseas program, taking into account participant behavior, health, and safety factors.
G. Require that participants be insured. Either provide health and travel accident (emergency evacuation, repatriation) insurance to participants or provide information about how to obtain such coverage.

H. Conduct inquiries regarding the potential health, safety, and security risks of the local environment of the program, including program-sponsored accommodation, events, excursions, and other activities, prior to the program. Monitor possible changes in country conditions. Provide information about changes, and advise participants and their parents/guardians/families as needed.

I. Hire vendors and contractors (e.g., travel and tour agents) that have provided reputable services in the country in which the program takes place. Advise such vendors and contractors of the program sponsor's expectations with respect to their role in the health and safety of participants.

J. Conduct appropriate inquiry regarding available medical and professional services. Provide information about these services for participants and their parents/guardians/families, and help participants obtain the services they may need.

K. Develop and provide health and safety training for program directors and staff, including guidelines with respect to intervention and referral that take into account the nature and location of the study abroad program.

L. Develop codes of conduct for their programs; communicate codes of conduct and the consequences of noncompliance to participants. Take appropriate action when aware that participants are in violation.

M. In cases of serious health problems, injury, or other significant health and safety circumstances, maintain good communication among all program sponsors and others who need to know.

N. In the participant screening process, consider factors such as disciplinary history that may impact on the safety of the individual or the group.

O. Provide information for participants and their parents/guardians/families regarding when and where the sponsor's responsibility ends and the range of aspects of participants' overseas experiences that are beyond the sponsor's control.

In particular, program sponsors generally:

A. Cannot guarantee or assure the safety and/or security of participants or eliminate all risks from the study abroad environments.

B. Cannot monitor or control all of the daily personal decisions, choices, and activities of participants.

C. Cannot prevent participants from engaging in illegal, dangerous, or unwise activities.

D. Cannot assure that U.S. standards of due process apply in overseas legal proceedings, or provide or pay for legal representation for participants.

E. Cannot assume responsibility for actions or for events that are not part of the program, nor for those that are beyond the control of the sponsor and its subcontractors, or for situations that may arise due to the failure of a participant to disclose pertinent information.

F. Cannot assure that home-country cultural values and norms will apply in the host country.

2. Responsibilities of Participants

In study abroad, as in other settings, participants can have a major impact on their own health and safety through the decisions they make before and during their program and by their day-to-day choices and behaviors.
Participants should:

A. Assume responsibility for all the elements necessary for their personal preparation for the program and participate fully in orientations.

B. Read and carefully consider all materials issued by the sponsor that relate to safety, health, legal, environmental, political, cultural, and religious conditions in the host country(ies).

C. Conduct their own research on the country(ies) they plan to visit with particular emphasis on health and safety concerns, food and allergy issues, as well as the social, cultural, and political situations.

D. Consider their physical and mental health, and other personal circumstances when applying for or accepting a place in a program, and make available to the sponsor accurate and complete physical and mental health information and any other personal data that is necessary in planning for a safe and healthy study abroad experience.

E. Obtain and maintain appropriate insurance coverage and abide by any conditions imposed by the carriers.

F. Inform parents/guardians/families and any others who may need to know about their participation in the study abroad program, provide them with emergency contact information, and keep them informed of their whereabouts and activities.

G. Understand and comply with the terms of participation, codes of conduct, and emergency procedures of the program.

H. Be aware of local conditions and customs that may present health or safety risks when making daily choices and decisions. Promptly express any health or safety concerns to the program staff or other appropriate individuals before and/or during the program.

I. Accept responsibility for their own decisions and actions.

J. Obey host-country laws.

K. Behave in a manner that is respectful of the rights and well-being of others, and encourage others to behave in a similar manner.

L. Avoid illegal drugs and excessive or irresponsible consumption of alcohol.

M. Follow the program policies for keeping program staff informed of their whereabouts and well-being.

N. Become familiar with the procedures for obtaining emergency health and legal system services in the host county.

3. Recommendations to Parents/Guardians/Families

In study abroad, as in other settings, parents, guardians, and families can play an important role in the health and safety of participants by helping them make decisions and by influencing their behavior overseas.

Parents/guardians/families should:

A. Be informed about and involved in the decision of the participant to enroll in a particular program.

B. Obtain and carefully evaluate participant program materials, as well as related health, safety, and security information.

C. Discuss with the participant any of his/her travel plans and activities that may be independent of the study abroad program.

D. Engage the participant in a thorough discussion of safety and behavior issues, insurance needs, and emergency procedures related to living abroad.

E. Be responsive to requests from the program sponsor for information regarding the participant.

F. Keep in touch with the participant.

G. Be aware that the participant rather than the program may most appropriately provide some information.
Ethical Considerations for Taking Photos in Other Countries and Cultures

1) REFLECT ON WHY YOU’RE TAKING A PHOTO: Is it because you want to remember something, show your family your hotel, create a record of a place or people, or because taking pictures just seems natural? Many people take photos when they travel because they need to feel busy or to put something between them and new surroundings. Take time to simply enjoy the experience and realize different types of photos require time and care to take.

2) BE INTERACTIVE: Try to take more interactive photos compared to objective ones. Try to always ask permission when taking pictures of people. Getting peoples’ names and stories as well as their photo can be a meaningful experience. It also will give more meaning to your photo when you bring it back and helps avoid the objectification of people that can commonly happen in photos of unfamiliar places, especially ones we think of as more “exotic”.

3) WHAT’S IN AND WHAT’S OUT?: Think about what you want to include in your pictures – and then look at what you might be leaving out. Are you ignoring part of a person’s life or the story of a town because you don’t think it is “picturesque enough”? Realize that no photo is going to capture the reality of any place you visit, so think about how you can strive to show many different aspects of a place or culture, not just the tourist spots or well-known parts of a culture that everyone takes photos of.

4) CONSIDER AND RESPECT HISTORICAL AND CULTURAL ASPECTS AND LAWS: Most people know to ask permission to take photos in sacred or religious sites, but many countries also have laws against taking photos of government buildings and more. And even if there is no law against taking a photo, be respectful of the culture – a city, village, or landscape is not there for you to consume through your camera, but is part of the lives of those in your host country. Consider whether your photo is an appropriate representation of the culture or if it would reinforce negative stereotypes or aspects of a culture that the majority of the citizens would find embarrassing or shameful.

5) SHOW PEOPLE YOUR CAMERA AND PHOTOS: Digital cameras are great to interact with people you might take photos of. Kids especially like to see themselves on the camera screens. Letting people you meet play with your camera a little can be a hit too if you are spending a good amount of time with someone.

6) PHOTO EXCHANGE: When possible, try to find a way to give a copy of the photo to the people you take pictures of. Getting their address and sending them a photo is sometimes an option or if you are meeting people through an organization or traveling with a company, think about sending them the photos to distribute. You could also bring photos of yourself or your family to give out to people when you take their photo or meet them.

7) THINK ABOUT YOUR CAPTIONS: When you present a photo, be intentional about captions and how you choose to label and title a photo. When possible, give names and details and a greater context to the photo and be careful about what you are and are not comparing the people or place to. The photos should be part of a story you can share with people once you return home.

8) BE MINDFUL OF THE CONTENT OF THE PHOTO: Be respectful of the people you are photographing and their right to privacy. Are the photos of situations or circumstances someone would not want publicly shared? Especially take into consideration local citizens who may be the recipients of social and human services, such as food and supplies from local food banks, and taking photos of local residents who may live in shelters.

Created by Bryanna Plog, 2010. Adapted: April 2012, August 2013
Travel Tips

Airline Tickets
- Always review your E-ticket or airline ticket CAREFULLY when you receive it.
- Re-confirm your reservation with the airline 72 hours prior to departure for international flights. Notify the Wang Center and course leader, if applicable, if you become aware of a change in schedule.
- Arrive at the airport three hours early for international flights and two hours early for domestic.
- Check with your airline prior to your departure regarding additional baggage fees you may incur.
- Make sure to read your boarding pass and be sure you have your passport (if applicable). Stop and check!

Alcohol
Participants in PLU sponsored travel (including study away programs) must respect the drinking laws in the US, or if out of the US, the laws of the host country. Misconduct related to consumption or use of alcohol that creates risks for one’s own safety, threatens the safety of others, detracts from the living-learning community, and/or disrupts the university community or business may be a violation of PLU’s Alcohol Policy, Student Conduct Policy, and other expectations. Such behavior by PLU faculty, staff, or students, may result in an investigation, disciplinary action, being sent home from a program, and/or other action in accordance with PLU guidelines.

Cell Phones and International Calling
If you plan to make international calls from your personal cell phone, check with your provider about international cell phone use options. The most affordable way to call home while abroad varies by country; see your program’s handbook for details. Even if you do not plan to use your US cell phone in your host country, we recommend that you bring it with you to use while traveling to and from your host country. For long term programs, a local cell phone plan may be an option for in-country use; see your program’s handbook for more details.

Eye glasses/Contact lenses
Take a spare pair/set with you and a copy of your prescription.

Be aware of your impact on the natural environment when you are in your host country and while you are traveling. One of PLU’s central commitments is to sustainability and care for the earth. PLU has partnered with Earth Deeds (http://www.earthdeeds.com) to mitigate the carbon footprint of international air travel for semester study away. Students are encouraged to minimize their impact on the local community as well as at PLU upon return.

Frequent Flyer Airline Accounts & Special Meal Requests
You are responsible for providing your frequent flyer account information to the ticket agent when you check in at the airport and contacting the airline if you have any special meal needs for air travel.

Health Precautions and Immunizations
It is important that all international sojourners review the travel information on the PLU Health Services and CDC websites for recommended immunizations and healthy travel tips. Make an appointment for travel counseling within 3 months of your scheduled departure. Certain immunizations are recommended for most destinations and those fees are not included in the program fee, but can be charged to your student account. http://www.plu.edu/health-center/Travel/home.php; http://www.cdc.gov/

Illegal Drugs
The buying or selling of any drugs (hallucinogens, narcotics, stimulants, or depressants) is a serious issue. Any individual who buys or sells drugs will be expelled from the program and immediately returned to the US or PLU at his or her own expense. The cost of legal advice, fines, and the return travel will be borne by the violator.

Foreign visitors in other countries are particularly vulnerable when it concerns violations – intentional or unintentional – of local rules and regulations concerning alcohol and, in particular, illegal drugs. The process of law and punishment is far more arbitrary than within the United States, and more often than not may lead to prolonged imprisonment. It is
of utmost importance for the welfare of the individual and the group that extreme caution and prudence be taken when it concerns these matters.

**Important numbers**
Be sure to make note of the important phone numbers such as those below. Write down what you can before you go and complete the list upon arrival. Keep this list on hand or in your local cell phone.

- Credit card phone number
- Country Code for destination country
- Local Doctor or Hospital
- Local Police
- On-site program coordinator
- Participant cell phone numbers
- Prescription in local language
- PLU Department Contacts
- US Embassy

**Insurance**
A supplemental study away insurance policy that includes travel assistance, accident & sickness coverage, emergency evacuation, and repatriation is included in the program fees for all study away international J-Term, Summer, Gateway, Featured, and Approved Semester programs. See the insurance section of this travel guide for detailed information about coverage for particular programs. This coverage is not available for international employees and students who are traveling in their home country. This supplemental insurance does not include lost baggage insurance or trip cancellation insurance; students may elect to purchase these separately. Please review the policy carefully at [www.plu.edu/studyaway/documents-forms/home](http://www.plu.edu/studyaway/documents-forms/home).

Students and dependents, if applicable, are required to maintain their domestic health insurance policy while abroad. If they do not have a domestic insurance policy, they are required to purchase short-term domestic insurance for the duration of their study away program. More information can be found here: [http://www.plu.edu/health-center/insurance-fees/home.php](http://www.plu.edu/health-center/insurance-fees/home.php). Additionally, students may not waive out of the PLU Wellness Plan while abroad. More information is available here: [http://www.plu.edu/health-center/wellness-access-plan/home.php](http://www.plu.edu/health-center/wellness-access-plan/home.php).

**Language**
If you are going to a country with a language you are not experienced with, take the time to learn a few key words.

<table>
<thead>
<tr>
<th>Word</th>
<th>Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hello</td>
<td>Please</td>
</tr>
<tr>
<td>Thank You</td>
<td>Help</td>
</tr>
<tr>
<td>Police</td>
<td>Fire</td>
</tr>
<tr>
<td>Embassy</td>
<td>Doctor</td>
</tr>
<tr>
<td>Hospital</td>
<td>Telephone</td>
</tr>
<tr>
<td>Hotel</td>
<td>Emergency</td>
</tr>
<tr>
<td>Bathroom</td>
<td>Bill/Check</td>
</tr>
</tbody>
</table>

**Local Laws**
Familiarize yourself with local conditions and laws: While in a foreign country, you are subject to its laws. The State Department website at [http://travel.state.gov/travel/cis_pa_tw/cis/cis_1765.html](http://travel.state.gov/travel/cis_pa_tw/cis/cis_1765.html) has useful safety and other information about the countries you will visit.

**Medical Information**
Carry a card, tag or bracelet identifying any physical condition that may require emergency care. Be sure to discuss these with your program director.
Medications

Over the counter. Remember to take it with you. You will probably not be able to find your preferred “over the counter” medications for colds, flu, headache, etc. outside of the US. Leave such medications in original containers.

Prescription. Be sure that you have more than enough of any prescription medications, including birth control, in case there are delays in traveling and you are gone longer than anticipated – and that they are in the original containers. It’s also advisable to carry a letter from the issuing physician that includes a statement of your health problem and dosage of the prescribed medication. Global Emergency Assistance Services can assist with delivery of prescriptions in emergency situations.

Money

⇒ A minimum of $600 per month is generally recommended for students on most study away programs (short-term, semester and full year). Check with your particular program provider, PLU Site Director/Program Director, or PLU faculty leader to confirm if more or less may be appropriate for the location in which you will be studying.
⇒ Take a major credit card and ATM card. Notify your credit card company and bank of your travel destinations and dates in order to avoid any unnecessary freezes or holds on your account. Make sure that your PIN is numerical and will work in the country or countries in which you will be traveling.
⇒ Carry money and passport in a money belt (usually sold in department stores where luggage is sold).
⇒ Make sure you travel with some US money for US airports and for getting home from the airport.
⇒ It is a good idea to have a small amount of the country’s currency you are visiting before you arrive. You can special order most major foreign currencies from your bank. You can also exchange US dollars at an airport kiosk for a fee.

Packing - Keep a low profile. Do not advertise that you are from the United States.

Plan to take…
- Passport, photocopy of passport, visa (if applicable), and airline tickets
- A record of your credit card number and the phone number of your credit card company for loss notification
- Medication (enough to survive delays, carried in the original packaging container) in your carry-on
- Medical or personal hygiene products you use regularly
- Identification tag, necklace or bracelet informing others of any serious medical condition
- Travel guide book

As a general rule, do not take…

- Extra credit cards
- Membership cards
- Items with great sentimental value that would be hard to replace
- Political, religious or sexually explicit literature
- Financial statements or checkbooks
- Expensive jewelry
- Weapons (or items that can be mistaken for a weapon – such as a letter opener)

NOTE: Baggage fees are not included in program fees. Check airline website for restrictions & fees.

Passports

By now you should have applied for and received your passport if you are traveling internationally. If you don’t have a passport, apply NOW and request that it be expedited! Contact the Wang Center to apprise them of the status of your passport application. Passports need to be valid for at least 6 months after your return date.

How to apply: http://www.co.pierce.wa.us/?nid=358

Sign your passport.

Make multiple copies of your passport. Give one to your family, one to the Wang Center, keep one in your carry-on suitcase. Always know where your passport is, such as in your money belt or other designated safe place. You may also want to scan a copy of your passport and then email the electronic copy to yourself. Once in your inbox you will always be able to retrieve a copy of it in case it is lost or stolen.
It’s a good idea to travel with an extra passport photo or two in case something happens to your passport. Having a photo will make the replacement process easier from abroad (these can be taken at the PLU Concierge, Walgreen’s or a similar location).

**Phones and Email**
Before you leave the US, tell friends and family that you will call or email “when it is convenient”, which isn’t likely to be as soon as you arrive. If this is an international program, it may take you several days to figure out the phone system, purchase a cell phone and/or calling card, or find an Internet cafe. And, keep in mind, you will be weary from traveling. Plan to give yourself a couple days to rest and get orientated and then call or email with all the exciting things you’ve been doing. Many semester-abroad programs require you to purchase a cell phone when you arrive in your host country for safety and convenience.

**Planes, Trains, and Automobiles**
You will probably want to explore the region in which you are studying, perhaps even visiting neighboring countries. When you travel independently from your study away program, use the public transportation system. Investigate reliable train, bus, taxis and other public transit that will get you where you want to go. Be sure the company has insurance and a good reputation. Do not hitchhike. PLU does not allow student participants to rent vehicles while participating in the Study Away Program. If you do so, you bear the burden of any liability associated with such a responsibility.

**Special Needs**
Do you have special needs in housing, travel, or meals? For example, are you a vegetarian? Are you allergic to nuts? If you have any special needs, immediately notify your program provider so efforts can be made to accommodate them.

**Disability Support Services**
All students at PLU are encouraged to take advantage of study away programs. However, students with disabilities need to be aware that the accessibility that is available here at home cannot be guaranteed in other countries. Students are encouraged to plan early and discuss their goals and plans for studying abroad with staff at the DSS Office and the Wang Center for Global Education. Contact PLU’s Disability Support Services by calling 253-535-7206 or emailing dss@plu.edu.

**Travel Book**
Buy a good travel book or download an app on your mobile device about your destination(s) and study it before you depart. Learn about the countries in which you will travel: people, history, culture, environment, currency.

**Travel Documents**
Be sure to take the following documents with you and keep them in a safe place separate from your passport:
- Photocopy of your passport
- Photocopy of any visas you need for travel
- Photocopy or certified copy of your birth certificate
- Insurance policies

It’s wise to leave copies of these at home too.

**Visas**
A visa is an endorsement stamped on a passport by proper authorities representing the country you wish to travel to. It allows entry to that country. Familiarize yourself NOW with student visa requirements in your host country and follow through to meet all deadlines. NOTE: some countries require you to apply in-person for your visa. This may involve travel to another state. Travel such as this is not covered by the PLU program fee. Visas for PLU J-Term and Gateway programs will be coordinated by the Wang Center and will not require personal travel to a local Consulate to submit your application, but will require that you give your passport to the Wang Center along with a completed visa application and one or two passport photos, and additional documents. If you are studying on a Featured or Approved Program, check with your program provider about visa requirements.
Health Related Travel Tips
Compliments of the PLU Health Center

The following are some general guidelines that should be followed before leaving for your study away program. Specific details and requirements can be discussed with your provider at your travel consultation at the Health Center. To make an appointment, please call (253) 535-7337.

When you make your appointment, let us know where you are going, please bring your detailed itinerary and your immunization record.

Immunizations
All students should have already had 2 MMR shots or documented immunity; it is also recommended that you have:
- Hepatitis B
- Hepatitis A
- Meningococcal if staying in dorms
- Rabies if will have contact with bats, other wild animals.
- Seasonal Flu vaccine

As well as these routine vaccines:
MMR, Tetanus, Polio, Varicella (Chickenpox), Pneumococcal for those with asthma/diabetes/smokers/etc

Travelers’ Diarrhea
When traveling abroad, it is common to experience travelers’ diarrhea; here are some tips to help minimize your chances:
- Drink bottled water/no ice in drinks,
- Eat cooked or peeled fruits/vegetables, no cold salads
- Avoid unpasteurized goat cheese and other unpasteurized dairy products

If you get traveler’s diarrhea, it’s important to stay hydrated. Drink bottled water, use electrolyte tablets such as Gatorade, and over-the-counter medicine such as Immodium. Smart travelers bring these from home. Consider carrying prescription medication with you to treat yourself if you have severe diarrhea. You can discuss this at your travel consultation appointment with the Health Center. Remember, seek medical attention if you have blood in stool, fever, or signs of dehydration (more than 6 hours since last peed, feeling lethargic).

Prevention of insect bites
Insect bites can transmit some diseases, including malaria. Take precautions! Use insect repellent with DEET or Picaridin as the active ingredient. First apply sunblock, then 30 minutes later put on insect repellent. Reapply both frequently throughout the day. You can also treat clothing with permethrin, and wearing long loose sleeves, long loose pants add protection.

If you are going to be in a malaria prone area, sleep under bed nets. Also, avoid sitting directly on sand and dirt and don’t go barefoot. This will prevent diseases such as Dengue fever and leishmaniasis. To avoid schistosomiasis, caused by larvae, don’t swim in fresh water. If that is unavoidable, shower immediately afterwards and rub briskly with a towel.

Malaria
Malaria can be avoided through the prevention of insect bites (see above). There are medications to prevent developing disease, all of which need to be taken on different schedules, may have different side effects, and have different costs. Talk about these options during your travel consult at the Health Center.
**Altitude sickness**
Depending on where you’re heading, altitude sickness can be a real possibility. Medication is available to help prevent symptoms. Signs of altitude sickness can include: fatigue, headache, shortness of breath, cough, behavior changes. If you start to experience any of these, remember DON’T BE A HERO, you need to descend.

**Other Considerations**
**Tuberculosis** rates are higher abroad than in U.S. Avoid crowded public places and public transit when possible. If staying longer than a month have a TB skin test prior to departure and consider having TB skin test about 10 weeks after return. If you develop cough, fever, or night sweats, see a medical professional sooner.

**HIV/AIDS** transmission can occur with sexual activity and contact with blood. Condom use decreases risk, and they are free at the Health Center. Condoms decrease the risk for other sexually transmitted diseases as well. Consider taking some along. Also, do not use drugs and do not share needles.

**Tips for safe and healthy travel**
- Make a copy of passport and carry it separate from passport.
- Leave copies of front/back of credit cards with trusted family or friend at home in US
- Be aware of surroundings, check with locals about good/bad areas, travel in groups
- If there is a seat belt, wear it!
- Avoid traveling on rural roads after dark
- Bring and use hand sanitizer
- Bring the card from Wang Center with insurance info: that’s the number to call!
- If you are taking a prescription medication, bring more than you need with you from home

At follow-up we will review your individual immunization and medical history and determine what vaccines and medications will be best for you. Check out the following websites for more information about healthy and safe travel!
- [https://travelregistration.state.gov/ibrs/ui](https://travelregistration.state.gov/ibrs/ui)
- [https://studentsabroad.state.gov](https://studentsabroad.state.gov)
- [www.plu.edu/healthcenter](http://www.plu.edu/healthcenter)

**If you take prescription medication:**
- Pack enough to last your entire trip, including some extra in case you are unexpectedly delayed.
- Carry your medications in their original labeled containers, and pack them in your carry-on bag since checked baggage is occasionally lost or delayed.
- Ask your pharmacy or physician for the generic equivalent name of your prescriptions in case you need to purchase additional medication abroad.
- Get a letter from your physician in case you are questioned about your carry-on medication; some countries have strict restrictions on bringing prescription or even non-prescription medications into the country without proper medical documentation.
STUDENTS ABROAD - www.studentsabroad.state.gov
The State Department offers college students a one-stop reference for international travel. The website offers country specific information, tips for safe travel, and other important information, such as:

- Who to contact if the student is victim of a crime
- What to do in case of a natural disaster or emergency
- Where the nearest U.S. embassy is located
- When to apply for a passport and visa
- How to vote in a U.S. election from abroad

**Travel Warnings** are issued when the State Department decides, based on all relevant information, to recommend that Americans avoid travel to a certain country. Countries where avoidance of travel is recommended will have Travel Warnings as well as Country Specific Information. You may also want to review specific country Background Notes (http://www.state.gov/r/pa/ei/bgn/).

**Travel Alerts** are a means to disseminate information about terrorist threats and other relatively short-term and/or trans-national conditions posing significant risks to the security of American travelers. They (T'As) are made when there is a specific threat that cannot be countered. In the past, Travel Alerts have been issued to deal with short-term coups, violence by terrorists and anniversary dates of specific terrorist events.

**Country Specific Information** is available for every country of the world. They include such information as location of the U.S. embassy or consulate in the subject country, unusual immigration practices, health conditions, minor political disturbances, unusual currency and entry regulations, crime and security information, and drug penalties. If an unstable condition exists in a country that is not severe enough to warrant a Travel Warning, a description of the condition(s) may be included under an optional section entitled "Safety/Security."

**BEFORE YOU GO**

*The Wang Center will enroll you in the Smart Traveler Enrollment Program (https://step.state.gov/step).*

The Department of State urges U.S. citizens living overseas or planning to travel abroad to enroll in the Smart Traveler Enrollment Program (STEP). When you enroll in STEP, we can keep you up to date with important safety and security announcements. Enrolling will also make it easier for the Embassy to contact you in the event of an emergency. You should remember to keep all of your information in STEP up to date; it is particularly important when you enroll or update your information to include a current phone number and e-mail address.

U.S. citizens are strongly encouraged to maintain a high level of vigilance, be aware of local events, and take the appropriate steps to bolster their personal security. For additional information, please refer to "A Safe Trip Abroad."

U.S. government facilities worldwide remain at a heightened state of alert. These facilities may temporarily close or periodically suspend public services to assess their security posture. In those instances, U.S. embassies and consulates will make every effort to provide emergency services to U.S. citizens. U.S. citizens abroad are urged to monitor the local news and maintain contact with the nearest U.S. embassy or consulate.

As the Department of State continues to develop information on potential security threats to U.S. citizens overseas, it shares credible threat information through its Consular Information Program documents, including Travel Warnings, Travel Alerts, Country Specific Information, and Emergency and Security Messages, all of which are available on the Bureau of Consular Affairs website at http://travel.state.gov. Stay up to date by bookmarking our website or downloading our free Smart Traveler iPhone or Google Play App for travel and timely security information at your fingertips. Follow us on Twitter and the Bureau of Consular Affairs page on Facebook as well.

In addition to information on the internet, travelers may obtain up-to-date information on security conditions by calling 1-888-407-4747 toll-free in the United States and Canada or, from other countries, on a regular toll line at 1-202-501-4444. These numbers are available from 8:00 am to 8:00 pm Monday through Friday, Eastern Time (except U.S. federal holidays).
# Online Resources

<table>
<thead>
<tr>
<th>Document/Information</th>
<th>Web site</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>University Policies and Resources</strong></td>
<td></td>
</tr>
<tr>
<td>Student Code of Conduct</td>
<td><a href="http://www.plu.edu/student-handbook">www.plu.edu/student-handbook</a></td>
</tr>
<tr>
<td>Student Life Division</td>
<td></td>
</tr>
<tr>
<td>PLU Health Center</td>
<td></td>
</tr>
<tr>
<td>Women’s Center Voices Against Violence Program</td>
<td><a href="http://www.plu.edu/womenscenter/voices-against-violence/">http://www.plu.edu/womenscenter/voices-against-violence/</a></td>
</tr>
<tr>
<td><strong>Other Useful Travel Resources</strong></td>
<td></td>
</tr>
<tr>
<td>US State Department “Travel Tips for Students”</td>
<td><a href="http://studentsabroad.state.gov">http://studentsabroad.state.gov</a></td>
</tr>
<tr>
<td>US State Department “A Safe Trip Abroad”</td>
<td><a href="http://travel.state.gov/travel/tips/tips_1232.html#safe_trip">http://travel.state.gov/travel/tips/tips_1232.html#safe_trip</a></td>
</tr>
<tr>
<td>Passport Information</td>
<td><a href="http://www.travel.state.gov/passport">www.travel.state.gov/passport</a></td>
</tr>
<tr>
<td>STA Travel (on-line discounted student travel)</td>
<td><a href="http://www.statravel.com">www.statravel.com</a></td>
</tr>
<tr>
<td>Glimpse (on-line magazine with global focus)</td>
<td><a href="http://www.theglimpse.com">www.theglimpse.com</a></td>
</tr>
<tr>
<td>Hostel World (worldwide hostel information)</td>
<td><a href="http://www.hostelworld.com">www.hostelworld.com</a></td>
</tr>
<tr>
<td>Let’s Go (budget travel information)</td>
<td><a href="http://www.letsgo.com">www.letsgo.com</a></td>
</tr>
<tr>
<td>Rough Guides Travel (worldwide travel resources)</td>
<td><a href="http://www.roughguides.com">www.roughguides.com</a></td>
</tr>
<tr>
<td>Go Abroad (resources for meaningful travel)</td>
<td><a href="http://www.goabroad.com">www.goabroad.com</a></td>
</tr>
<tr>
<td>AAA (wide array of travel services)</td>
<td><a href="http://www.aaa.com">www.aaa.com</a></td>
</tr>
<tr>
<td>EuroTrip (hostels, trains, and more in Europe)</td>
<td><a href="http://www.eurotrip.com">www.eurotrip.com</a></td>
</tr>
<tr>
<td>Easy Jet (discounted air travel within Europe and the United Kingdom)</td>
<td><a href="http://www.easyjet.com">www.easyjet.com</a></td>
</tr>
<tr>
<td>Ryan Air (discounted air travel within Europe and the United Kingdom)</td>
<td><a href="http://www.ryanair.com">www.ryanair.com</a></td>
</tr>
<tr>
<td>Western Union – international money transfers</td>
<td><a href="http://www.westernunion.com">www.westernunion.com</a></td>
</tr>
<tr>
<td>U.S Passport Agency – students abroad guide</td>
<td><a href="http://www.studentsabroad.state.gov">www.studentsabroad.state.gov</a></td>
</tr>
<tr>
<td>Youth Vote Overseas</td>
<td><a href="http://www.youthvoteoverseas.org">www.youthvoteoverseas.org</a></td>
</tr>
<tr>
<td>Centers for Disease Control and Prevention</td>
<td><a href="http://www.cdc.gov">http://www.cdc.gov</a></td>
</tr>
</tbody>
</table>

*Keep a copy of this Travel Guide on your computer or print for easy reference while abroad.*