

CREIGHTON UNIVERSITY STUDY ABROAD

PARENT AND FAMILY GUIDE



2017/2018 Academic Year Guide



Global Engagement Office | Creighton University
www.creighton.edu/geo



Creighton Global Engagement

The Mission of [Global Engagement](#) at Creighton University is to *“Expand our capacity to serve in solidarity with neighbors and nations to bring expertise, innovation, compassion, and leadership as committed partners in meeting the complex challenges of the present and in realizing the possibilities for the future on a local, national, and international scale.”* Education abroad provides the opportunity for students to engage in global learning and experience first-hand the interconnections between people, places, and ideas through the world. Students not only encounter difference but are challenged to reflect on the synergy between their Creighton academic and personal experience and their time abroad.

Creighton University Study Abroad experiences provide opportunities that **encourage student development and integration of new knowledge and experiences including leadership skills, maturity, and growth in cultural awareness.**

Consistent with the Creighton University Catholic mission and Jesuit identity, study and travel opportunities should provide opportunities for reflection during and after the experience. Participants should consider their impact on the host environment and people with whom they interact.

Students choose to study abroad for a variety of different reasons. Ultimately, Creighton University’s study abroad programs are about **global learning in which the world becomes a living classroom – a place to watch and wonder, enter into experiences and perspectives of others, communicate across differences, and, above all, use knowledge on behalf of the common good.**



Parent and/or Family Involvement

Parents and families play an important role in supporting your student throughout the multiple stages of the study abroad process – from application through return. Your role may range from being a sounding board throughout the research process, to matching academic pursuits to study abroad goals, to discussion of language learning, and open discussion of financials. **You play an integral role in helping your student to think globally and preparing your student for success abroad.**

Ask your student if he/she fully understands Creighton's policies regarding study abroad. If not, encourage them to read through [Creighton University Study Abroad Policies and Procedures](#) and ask questions if anything is unclear. As part of the study abroad application process, your student will need to sign waivers regarding general eligibility, program cancellation, disability, and other policies and requirements.

Process and Administrative

Your student will grow in their independence throughout the study abroad process, and it is important to remember that preparing all the details to study abroad is an important part of this process and will help prepare your student for a successful time abroad. It is your student's unique learning experience, and the responsibilities should lie with them.

1. **Timeline and Initial Application Process:** Students are encouraged to **begin preparing for their study abroad experience 6-12 months ahead of their intended departure date**. This timeframe will provide the student an opportunity to thoughtfully research programs, work with their Academic Advisor and Global Programs Coordinator, and identify the most suitable program to meet their academic needs and personal learning goals.

Structure of Program Service
Immersion ACADEMIC FIT CLASS DYNAMICS
SCHOLARSHIPS + FINANCIAL AID
housing Program Size Location
options On-Site Services
Cost of Program CLASS LANGUAGE
Length of Program SIZE LEARNING
Travel internship opportunities

A study abroad application is two-fold. Students first must apply to study abroad through Creighton's Global Engagement Office using the Jays Abroad [online application portal](#). After receiving approval from Creighton to study abroad, students are then prompted to complete further steps including obtaining course equivalencies and applying to the specific study abroad program. Students will receive directions on how to proceed from their Global Programs Coordinator through e-mail communication, in their study abroad *packets*, and during program-specific orientations.

It is the student's responsibility to meet all Creighton and program-specific application deadlines and fulfill requirements in a timely manner. Failure to do so will jeopardize the student's participation in the program, causing the student to postpone study abroad to a future semester.

Students wishing to study abroad during a Fall Semester or entire Academic Year must submit a Creighton study abroad application by 1 March. Students wishing to study abroad during a Spring Semester or during the summer must submit their Creighton study abroad application by 1 October. Please note that, due to limited space on many programs, some programs may have earlier completion requirements. This includes – but is not limited to – ISEP exchange programs.

Estimated timelines for each semester are below, and a more specific timeline for Creighton study abroad can be found on the [study abroad website](#). Keep in mind that specific deadlines and dates may vary.

Fall Semester Deadlines, to Study Abroad in Upcoming SPRING term

Priority Application Deadline for ISEP Exchange Programs	Sept. 1
Application Deadline for Creighton-In Programs, Non-Creighton Programs, additional ISEP Programs	Oct. 1
Course Approval Form Deadlines, varies by program	Sept. 1 – Nov. 30
Jays Abroad Forms Deadline	Dec. 1
Pre-Departure Orientation Session(s), varies by program	Nov./Dec.

Spring Semester Deadlines, to Study Abroad in Upcoming SUMMER OR FALL term

Priority Application Deadline for ISEP Exchange Programs	Feb. 1
Application Deadline for Creighton-In Programs, Non-Creighton Programs, additional ISEP Programs	Mar. 1
Course Approval Form Deadlines, varies by program	Feb. 1 – Apr. 30
Jays Abroad Forms Deadline	May 1
Pre-Departure Orientation Session(s), varies by program	May, tbd

2. **Costs and Financial Aid:** Study abroad program costs vary depending on program type. Students are sometimes unaware of the cost of studying at Creighton University and how their own education is being funded. Please challenge your student to take initiative in determining a budget for study abroad. Many program options are equivalent to what a student spends in a semester on the Omaha campus; some programs average less, others more. A student's individual spending habits can greatly impact the overall cost of study abroad. For example, a student who chooses to spend most weekends exploring their city or region and actively engaging in local life likely will spend a great deal less over the course of a semester than a student who takes extravagant trips every weekend.

On Creighton University's [Jays Abroad Portal](#) you will find a link to each study abroad program. **All Creighton-In programs have a fee chart to help you and your student understand what will be paid to Creighton vs. paid to the overseas university.**

While abroad, additional costs may be comparable to costs associated with what a student spends at Creighton. Tuition, fees, accommodation, board, insurance, transportation costs, academic materials, personal supplies, and personal expenses must be factored in when budgeting for a study abroad program.

All students participating in a study abroad program are assessed a \$100 Global Travel Security Fee that is charged through the Creighton Business Office.

Students studying abroad in a Creighton-In or ISEP Exchange program will pay tuition and fees directly to Creighton, as they would during any other semester. The method for paying for accommodations and board will vary depending on the specific program. Students in both Creighton-In and ISEP Exchange programs are eligible to access institutional and Federal aid during their semester abroad. Students studying abroad through non-Creighton programs will not be eligible to use institutional aid while abroad. Each student will be required to meet with the Financial Aid Office to discuss program costs.

Depending on the program type, **the method of payment for a study abroad program will vary. Encourage them to discuss this information with you and to speak with the Financial Aid Office.** There are also scholarship options available to students which they can pursue either through their program, federal scholarship funding, or through the Global Engagement Office.



- 3. Status and Enrollment While Abroad:** Students who have been approved to participate in an approved program and who have completed all the pre-departure requirements for study abroad will maintain their status as a Creighton student during their time abroad. The Global Engagement Office notifies Creighton departments, including the Business Office and Residence Life, of the student's intent and approval to study abroad.

It is likely that your student will need to register while abroad for courses they will take at Creighton in the following semester. Your student will receive a PIN and registration time via his/her Creighton email account. Keeping in mind differences in time zones, students are responsible for registering at the designated time. If a student has a scheduling conflict or does not have access to internet while abroad, he/she should communicate this in advance with their Academic Advisor. Students are encouraged to discuss course options and their four-year plans with their Academic Advisor prior to departure.

- 4. Passports/Visas:** All students studying abroad must hold a passport that will be valid for at least 6 months beyond their program end date.

Depending on the destination and length of program, a student may be required to obtain a visa and/or residency permit to legally enter and remain in the destination country. Details on visa and/or residency permit requirements will be provided to students, but it is a student's responsibility to gather materials and apply for the visa at the appropriate consulate or embassy.

If a student must submit the visa application in person, it is usually not processed on the same day. In most cases, students will receive their passport (including visa stamp) by registered mail after 2-8 weeks, depending on the timeline of the issuing country. Please keep in mind that the student will not be in possession of the passport during this time and thus will not be able to travel outside of the U.S.A. while their visa is being processed.

Please note that students requiring a visa who travel without it with the intention of studying can be denied entry into the country, fined, and/or have their local university admission status revoked.

Insurance: All students participating in an approved study abroad program are issued [Creighton's insurance for international activity](#). This insurance does not replace Creighton's student health insurance; rather, it supplements and covers critical needs your student might have while abroad. Minimum international health insurance covers emergency medical treatment, medical evacuation, and repatriation of remains.

Some programs or countries may require that students purchase additional insurance, either in advance or locally upon arrival. The Global Engagement Office will work with students participating in study abroad programs with additional insurance requirements.



5. **Travel:** As part of Creighton's online application, student must provide travel dates (including itineraries) before the stated deadline. In rare cases, official arrival dates may not be made known by the host university until 2 months before the program start date. In these situations, it is best to notify a Global Programs Coordinator and wait to purchase tickets to avoid cancellation or rebooking costs.

While abroad, many students take opportunities over long weekends or holiday breaks to travel. For the safety of your student, the [Creighton Global Travel Security Program](#) requires students to communicate their travel plans with the Global Engagement Office. Students traveling during their program are asked to e-mail all travel itineraries (plane, bus, train, ferry, etc.) to creightontrips@ijet.com.

6. **Packing:** Encourage your student to pack as lightly as possible and follow recommend packing lists provided by the local university or the Global Engagement Office. In most circumstances, students can purchase many of their needs abroad. This includes toiletries, a blow-dryer, or extra clothing. Have your student consult the

Study Abroad Pre-Departure Handbook for specific recommendations on luggage, traveling with prescription medications, and more.

7. **Readying Your Student for Departure:** It is a delicate balance, helping prepare your student for time abroad while letting him/her take ownership of this new experience. The best way to support your student during the final preparations for study abroad is to go over the following items. Make sure your student feels comfortable with each of these items, and recommend that your student reaches out to the Global Engagement Office for more details on anything he/she feels uncertain about.

- Program Policies
- Travel Documents
- Health and Immunization Requirements
- Finances
- Insurance
- Emergency Contact Information
- Local University Contacts
- Course Registration Process



While Abroad

1. **Communication with student from GEO:** Upon arrival in their host country, students will update their Creighton study abroad application by inputting their *Address While Abroad* and include a working phone number overseas.

Although your student will not be on campus, they will receive periodic updates from Global Engagement and the University sent via Creighton e-mail. It is especially critical that students respond to requests to *check in* throughout their time abroad. These requests are sent when security or safety concerns are present. Should a student not respond to a check in request in a timely manner, Global Engagement will reach out to their specified emergency contact.

If you or your student receives information by mail from Creighton during the abroad period and have questions, please contact Global Engagement. Not all information sent to the entire class or student body may be pertinent to *your* student while abroad.



2. **Staying in Touch:** There are many tools to help stay in touch with your student while they are abroad.
- **E-mail:** Students will have access to e-mail whenever Wi-Fi is available. All students are required to check their Creighton e-mail regularly while abroad.
 - **WhatsApp, Viber, and WeChat:** These are free or affordable apps that rely on data or WIFI. Both parties must download and set up profiles on the mobile device, and accounts are linked to phone numbers but use data and WIFI, not phone credit.
 - **Skype, Google Voice, or Facebook Voice/Video Chat:** These are free communication services that both parties must download and set up profiles on their computer or mobile device.
 - **Local Mobile Number:** Global Engagement strongly recommends that students purchase a local *SIM card* upon arrival abroad to have a working, local cell number on which they can conveniently be reached and to ease communication with others locally while abroad. Students can purchase inexpensively minutes/text/data on their phone and reload credit every month or as needed.
 - **Bringing a Phone Abroad:** Students must have an *unlocked* smart phone to use a *SIM card* (described above). While most current phone models available since 2014 are unlocked, have your student check to see if his/her phone is unlocked. If the phone cannot be unlocked, you may choose to buy or rent an inexpensive smart phone abroad.

We find that students who struggle the most with homesickness or culture shock while abroad are those who have the most trouble disconnecting from life back home.

Challenge your student to monitor and limit the use of distracting social media and instead journal or write postcards. While we encourage them to stay in touch with friends and family from afar, we do not want them to miss out on making new friends and partaking in experiences in their host country.

Set realistic communication expectations with your student prior to his/her departure. Once a week Skype sessions are a popular option.

Ask your student check in with you upon his/her arrival abroad, but do not expect that this will be the moment the plane touches down on the tarmac. We actively encourage students to check in with family as soon as it is possible to do so.

3. **Money Matters:** It is important to brainstorm additional planned expenses of a study abroad experience. These might include application fees, passport, visa fees, health-related costs including travel consultations or vaccinations, and accommodation deposits. **Help your student create a realistic budget and set expectations regarding extra travel and personal spending money abroad.**

Accessing money while abroad: Encourage your student to read through their Creighton Pre-Departure Handbook. Tips on accessing and carrying money are included in this resource. **Please remind your student to contact all banks and credit card companies to notify them of the country where he/she will be living and countries that will be visited.** This will prevent accounts from being frozen or cancelled. Also, remember that credit and ATM cards must be in the student's name. They should not carry a credit card belonging to a parent or other family member while abroad.

Filing taxes while abroad: You may need to arrange to complete your student's income tax returns in their absence. Students who are abroad are not exempt from completing tax returns. You may also wish to obtain a Power of Attorney (POA) for your student authorizing you to act legally on his/her behalf during the period abroad. This could ease taking care of financial matters on behalf of your student – should the need arise – while abroad.



4. **Health and Mental Health:** During preparations to study abroad, **your student should consult [Centers for Disease Control and Prevention](#) to confirm what, if any, immunizations are required for travel to his/her study abroad destination.** Students should review the [ISIC travel insurance policy](#) well before departing. Students should know how to file claims for reimbursements on health care expenses.

Mental Health Abroad: Recommend that your student take his/her usual vitamins, eat well, and try to get sufficient rest. Students should also maintain the same medications they take here in the U.S. while they are abroad. Students have access to student wellness resources while abroad, though the resources will differ from location to location. If students have a concern about mental health while abroad, they should consult with Global Programs Coordinators as soon as they can.

Alcohol and Drug Use: **The US government and/or Creighton University cannot intervene on your student's behalf in any legal case while they are abroad.** In most countries and cultures, binge drinking is not considered appropriate behavior. Students who choose to participate in this type of conduct may find themselves ostracized by the locals, and will be penalized by the program. Additionally,

overconsumption of alcohol and/or drug use puts visiting students at risk of harm or robbery. If a student chooses to consume alcohol while studying abroad, they should be aware of their personal limits, cognizant of drinking laws in the country, and enjoy the local culture respectfully.

5. **Safety and Security Precautions:** Safety and security should be of utmost importance for Creighton students, whether they are on the Omaha campus or abroad. Study abroad and international travel is only permitted in countries with whom the United States has official relations and in regions where there are no existing U.S. State Department Travel Warnings. Exceptions may be considered in consultation with the General Counsel, the Global Engagement Office, and the sponsoring Dean or Vice Provost.

Safety issues pertinent to specific locations are thoroughly examined and discussed in program-specific orientations for Creighton programs abroad. In addition, all students are required to attend a Health and Safety Orientation held each semester. Further health and safety information is provided upon arrival to the students' host location.

Common sense rules apply, both home and abroad, and we recommend that your student take the same precautions abroad as he/she would at Creighton. This includes not walking alone at night, avoiding areas of potential political demonstrations, and being aware of surroundings. We recommend that students research his/her specific destination to learn more in-depth information regarding women's issues, LGBTQ travelers, and more. The [U.S. Department of State](#) is a good place to begin.

Risks: Remind your student that embracing reasonable challenges is encouraged when experiencing a new culture. **Trying new foods, getting a little lost on the way to school and asking a local for directions in a foreign language, navigating a new university-system – these are all good risks that may take a little courage and common sense.**

Become informed: **Your student should know as much as possible about where he/she will be living and learning abroad.** Has your student spoken with someone who has studied abroad in a similar location, or has he/she been connected with a local *buddy* at the institution abroad? Ask your student about the culture, history, political system, climate, and current events in their destination country over the dinner table. Encourage your student to find a novel or non-fiction historical or travel book written by someone who has lived where your student will be living. Find a local on-line newspaper or source of information for expats, or encourage your students to tune into a local online radio-station from the location where your student will be living and learning.

Behavioral Expectations: We invite you to have an honest discussion with your student regarding social, academic, and cultural behaviors abroad, as well as the importance of using common sense. Your student will receive many tips on how to be a situationally-aware, smart study abroad student from Global Engagement and on-the ground experts. These tips include:

- While on the go, allow extra time for getting through security, do not watch other people's luggage, and don't leave your bags or personal items unattended.
- Be aware of your surroundings! This means that you need to be alert, which can be difficult due to fatigue or alcohol impairment.
- Do not carry money and important documents all in one place!

- Never pack essential documents or medicine in checked luggage.
- Only carry ATM and credit cards that you plan to use.
- Keep a separate list of cards, numbers, and emergency replacement procedures for credit cards, passports and visas, identification, and insurance cards. Be sure someone at home has a copy as well.

Discrimination: While abroad, your student may encounter discrimination based on ethnicity, age, religion, class, language, race, sexual orientation, or ability. While he/she may have been the victim of discrimination in the past, encountering prejudice, intolerance, or narrow-mindedness abroad can be alarming and even more hurtful for a student in an unfamiliar environment. **Students who are worried about possible discrimination can take extra steps to dive more deeply into researching historical tendencies and cultural values.** There also are some locations where – because of access to resources or cultural norms – the student may not feel comfortable living. If your student is concerned about discrimination, access, or prejudice abroad, please have them discuss this with a Global Programs Coordinator early in the study abroad discernment and application process. While abroad, students should always report incidents of discrimination to their local coordinator and to Global Engagement Office staff.

Smart Traveler Enrollment Program (STEP): [The U.S. Department of State’s travel website](#) has country-specific information and many resources that you and your student will find helpful. One such resource – the [Smart Traveler Enrollment Program \(STEP\)](#) – is a free service with which students are required to register their travel. **STEP registration connects the student to a local U.S. Consulate or Embassy and facilitates communication and assistance directly from the State Department, should the need arise.** Travelers who are not U.S. citizens must consult the embassy of their own country to register for an equivalent service.

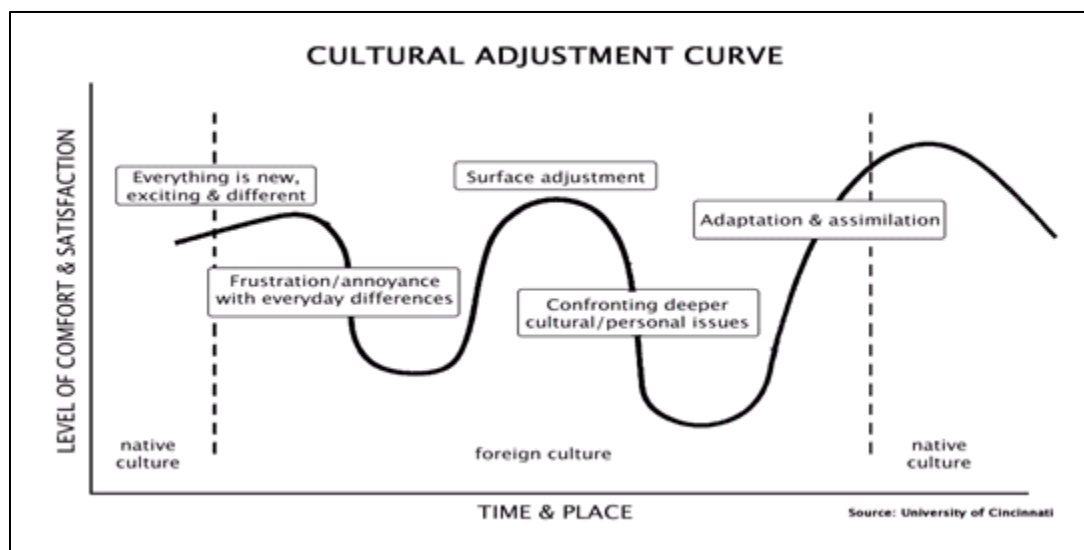
Creighton Global Traveler Security Program: In addition, the Creighton Global Traveler Security Program partnered with [iJET](#) will help the University stay in touch with your student and link him/her to important information regarding local activities or safety concerns abroad. iJet and Worldcue Traveler Service supports Creighton students, faculty, and staff traveling across the world.

Students will have access to an Emergency hotline that they can either call directly or tap a hotline button on their Worldcue smartphone app to be connected with an operator. An app downloaded to their smart phone will allow student to monitor local activities, store local and emergency contact information, send a crisis signal, and keep track of registered trips. The Worldcue app also provides a way for the student to check in with Creighton regarding their safety, should the need arise.

6. **Emergencies:** Emergencies abroad may include political unrest, natural disasters, pandemic health emergencies, criminal assaults, disappearance or kidnapping, sexual violence, hospitalization for any reason, terrorist threat or attack, legal concerns, or serious illness (physical or emotional), injury, or death. A “perceived” emergency resulting from events that are not immediately threatening to the health and safety of a study abroad student but which may be viewed as such by the media or by family and friends at home should be treated as real emergencies. Students are provided with information to help prepare for emergencies by Global Engagement. Please refer to Creighton’s *International Safety and Emergency Protocol* within the [Domestic and International Travel Procedures](#).

In addition to completing the registration requirements of Creighton's Global Traveler Security Program, we advise you and your student to sit down and discuss health and safety together and understand the [travel insurance policy](#) that the student will receive through Global Engagement.

7. **Residence Life – On-Campus Housing upon Return:** If your student is studying abroad during the Fall Semester and needs to secure on campus housing for the upcoming Spring Semester, the Office of Residence Life will contact all students abroad mid-semester regarding housing needs. It is your student's responsibility to respond to Residence Life in a timely manner. Students who are abroad during an entire Academic Year or Spring semester should go through the regular Creighton housing enrollment process during the Spring Semester, despite being abroad. They also can sign up for roommate groups. If your student has questions, please have them reach out to Residence Life.
8. **Cultural Adjustment:** There will be challenges. **There will be good days and bad days, just like in Omaha.** All travelers experience cultural adjustment along the continuum shown below, but the timing and extremity of feelings will vary for each student.



Should your student reach out to you while feeling at the bottom of the "U", help remind them that **the highs and lows of cultural adjustment are a normal part of living abroad.** These experiences will ultimately lead to your student to greater independence and accomplishment. Students may need to vent frustration, which is completely normal. If you sense your student is not progressing or seems extremely low or depressed, please encourage them to reach out to the international office overseas or Creighton Global Engagement.

9. **Visiting your Student:** Some family members plan to visit their student abroad. **It is important that such a visit does not interfere with orientation, coursework, designated final-exam study times, or finals.** Your student likely will have a holiday break at some point during the semester. While you may know about a break in advance, your student often will learn about specific dates during on-site

orientation or after course registration. Have them inquire about the best time for your visit with the International Office or on-site coordinator.

- 10. Withdrawal from Program:** If your student is thinking about withdrawing from their program either prior to departure or while abroad, he/she should contact their Global Programs Coordinator for advice and assistance. Consequences of withdrawing from a program can have serious academic and financial consequences, such as impacting their four-year plan for graduation.

If a student withdraws from a program while he/she is abroad for emergency or health-related concerns, Global Engagement will make every effort to assist the student with travel insurance reimbursement claims and any possibility to proctor exams.

Upon Return

Many students find themselves experiencing personal changes after a study abroad experience, especially after exposure to a brand new culture. Often, the return home and to Creighton University can cause re-entry shock. Students sometimes experience changes in the way they interact with and relate to family, friends, co-workers, and other students. Please be patient with your student during this time of readjustment, knowing that he/she is still processing the time abroad.

Many resources are available for students as they return to campus to help make the transition seamless while providing a supportive environment in which students can continue to develop and thrive, including:

[Creighton University Schlegel Center for Service and Justice](#)

[Student Counseling Services](#)

[Creighton Intercultural Center](#)

[ILAC Office – Omaha](#)

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