

# Intensive Spanish in Ecuador

PROGRAM HANDBOOK 2020–21



LEARNING ABROAD CENTER

UNIVERSITY OF MINNESOTA

# Important Names & Addresses

## In the United States

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Minneapolis, MN 55455-0430  
Phone: 612.626.9000  
Email: [UMabroad@umn.edu](mailto:UMabroad@umn.edu)  
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### Contact Prior to Departure

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Jessica Hartnett, Program Director  
Phone: 612.625.2571  
Email: [hart0581@umn.edu](mailto:hart0581@umn.edu)

## Emergencies

In case of emergency, contact the Learning Abroad Center at 612.626.9000 at any time. If it is after business hours, there will be a recording giving you a number to call. The Learning Abroad Center has someone on call to deal with emergencies and can contact the on-site administrators if needed. Once overseas, you should contact your in-country program staff.

## In Ecuador

[Your name clearly spelled out]  
c/o Fundación Cimas del Ecuador  
Los Olivos E-15-18 y las Minas  
E C 170-149  
Quito, Ecuador  
Phone(s): +593.2.241.4153, 593.2.241.2496

Note: Please direct pre-departure questions to the Learning Abroad Center, not to the on-site staff.

## Telephone Codes

- 011 International access code from the US. The code from other countries will be different.
- 593 Ecuador country code used for dialing from outside Ecuador
- 2 Quito city code. Not necessary for calls from within Quito.

## Time Differences

Ecuador is one hour ahead of Minnesota during the winter and on the same time as Minnesota during months when the United States is on daylight saving time.

## Program Health & Safety



Program health and safety information is available at [global.umn.edu/gosafe/index.html](http://global.umn.edu/gosafe/index.html).



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# Introduction

## Purpose of This Handbook

Before you leave the country, make sure that you have read and understood the information in your Confirmation Checklist, the Health & Safety Online Orientation (available in your confirmation checklist), and the information outlined in this handbook. These materials will guide you on a safe and successful learning abroad experience.

Valuable resources for your friends and family members can be found at [UMabroad.umn.edu/parents](http://UMabroad.umn.edu/parents). It discusses topics such as health and safety, program prices, logistics, and travel.

## Overview of the Program

Ecuador is a small country, roughly the same size as the state of Colorado. But, for such a small country, it offers amazing biodiversity and is home to four distinct geographic regions: the “Sierra” or the mountains, which split the country in half, the Amazon region to the east, the Coast to the west, and the Galapagos Islands, which are their own distinct environmental region. Due to its incredible diversity, Ecuador has been named one of the 17 “mega diverse” nations of the world.

In addition to environmental diversity, Ecuador also boasts cultural and racial diversity. Ecuador’s population is approximately 15 million, while Quito’s population is approximately 2.2 million. The population includes a mix of indigenous, Spanish, and African influences.

The Intensive Spanish in Ecuador program provides the opportunity to experience the natural beauty and culture of Ecuador firsthand while studying the Spanish language. Intensive courses with other Americans are designed to help fulfill your second language requirement and emphasize listening and speaking skills through real-world experience.

Classes are small and supportive, ensuring that you receive personalized attention and have the opportunity to refine your Spanish-speaking skills within the classroom walls. Outside of the classroom, living with a host family provides a unique window into Ecuadorian daily life and further opportunity for you to develop your language skills. Program excursions will further enhance your experience and understanding of Ecuador’s landscapes and people.

Living in Quito provides a unique and exciting cultural experience. You will learn new traditions, taste different foods, and begin to master the Spanish language. It is important to prepare yourself for your upcoming experience by reading the enclosed information carefully and by preparing for unexpected differences in the new culture. This handbook addresses academic issues and considerations at your home institution.

Take this handbook with you to Ecuador because it contains information that will be useful before, during, and after your stay in Quito. This handbook is not designed to be comprehensive. We encourage you to consult various sources of information and learn as much as you can about Quito and Ecuador prior to departure.

You can expect to be challenged by immersion in a different culture and a whole new way of life. Study abroad requires independence and individual initiative. To encourage and guide you, the University of Minnesota Learning Abroad Center (LAC) provides a full range of services, from preliminary program advising to assistance with re-entry. As you read through this program guide, do not hesitate to contact the LAC or the study abroad adviser at your institution with any questions you may have.

¡Buen Viaje!

## Preparation & Planning

### Documents

#### Passport

A valid passport with at least six months’ remaining validity is required to enter Ecuador. If you don’t have a passport, you should apply for one right away. Passports can take 4–6 weeks to process, so it’s important to begin this process early. More information is available at [UMabroad.umn.edu/students/travel/passports](http://UMabroad.umn.edu/students/travel/passports).

#### Embassy Contact Info

Always keep your passport in a safe place. If your passport is lost or stolen, contact the local police, the American Consulate or Embassy, and the on-site staff. To identify the consulate or embassy nearest you, consult [usembassy.gov](http://usembassy.gov).

#### Visa/Immigration Documents

All students who are US citizens will enter Ecuador on a tourist visa, which is granted upon arrival, and valid for 90 days. Therefore, it is not necessary to apply for a visa in advance.

#### Non-US Passport Holders

Non-US citizens should check with the Ecuadorian embassy to determine any special regulations pertaining entry into Ecuador. They can also reach out to the Learning Abroad Center’s Visa Assistant ([lacvisa@umn.edu](mailto:lacvisa@umn.edu)) for help.

#### Power of Attorney

We encourage you to consider designating someone as your Power of Attorney while you are abroad. Your Power of Attorney can act as your legal representative in a number of situations, including banking and tax issues. For more information, review the information at [UMabroad.umn.edu/students/policies/finances/powerofattorney](http://UMabroad.umn.edu/students/policies/finances/powerofattorney).

## Safekeeping Important Documents

Copy all of your important documents and store the copies separately from the originals. Leave an additional copy with someone in the US and keep an electronic copy in a secure location.

## Flight & Transportation Information

You will fly in and out of Mariscal Sucre International Airport in Quito (airport code: UIO). Arrival transportation from the airport into the city is provided by our partner organization, and the pick-up time aligns with the group flight arrival time. You have two options for booking your flight: booking the coordinated group flight, or booking a flight independently with a similar arrival time.

You will arrange your own transportation back to the airport at the end of the program.

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## Coordinated Flight

The Learning Abroad Center works with Village Travel, a local travel agency, to arrange a coordinated flight for those participating in the semester and pre-session programs. The flight is optional, but strongly encouraged, and is arranged for those who want to fly with other program participants.

When available, the coordinated group flight itinerary will be posted on Village Travel's website at <http://villageinc.com/study-abroad/university-of-minnesota-learning-abroad-center/msid>.

Village Travel is a full-service travel agency and can help you extend your stay in Ecuador or depart from a city other than Minneapolis. Students joining the program from other schools typically meet up with the group in the connecting US city (e.g., Atlanta or Dallas).

Due to visa restrictions, you will need to be able to demonstrate both your entry and exit dates from Ecuador. Therefore, you are required to purchase a round-trip ticket or a one-way ticket with proof of onward travel.

## Flying Independently

You are welcome to book your own flight and travel independently of the group. However, you must arrive by the time the group flight arrives. The group is collected from the airport in Quito and immediately taken into the city (about an hour away). If you arrive late and miss the group, you will be responsible for arranging and paying for your own transportation into the city.

If you have extenuating circumstances and cannot meet the group in Quito, please contact the program team prior to making travel arrangements to discuss your situation.

## Packing

Packing is highly individual, and no single list will work for everyone. A packing list is provided at the end of this guide. The following considerations can help you pack wisely.

### Packing Principles

#### *Think about laundry.*

Lighter colors help you stay cool, but darker colors show dirt less; you might wish to strike a happy medium if you expect to be in hot areas. Stress lightweight fabrics that can be easily hand-washed, can hold up to repeated washing, and do not need ironing.

#### *Plan to be presentable.*

People dress nicely every day in Ecuador, especially in the cities. Pack clothing that is relatively new, both to be sure it lasts through your time overseas and because you will feel uncomfortably out of place if you wear ripped, baggy, or faded clothes.

#### *Be conservative.*

Some clothing that is common on a US campus could attract unwanted attention in Ecuador. If you wish to pack a running outfit, choose athletic pants or shorts that extend to the knee. Do not plan on using shorts except when you go to the beach. If you use tank tops, choose modest ones. Knee-length or longer skirts are a good option for women.

#### *Choose your luggage wisely.*

Most students prefer backpacks to suitcases. Buy a high quality backpack/daypack. Can your smaller backpack/suitcase nest inside a larger one? Will your carry-on double for weekend travel?

#### *Anticipate possible delays (or even losses) in checked baggage when packing your carry-on.*

Pack in your carry-on anything that you would need during your first two or three days in country, including prescription medications, as well as small items that are fragile, irreplaceable, or of significant monetary value. Do not take scissors, knives, etc., in your carry-on.

### **Remember you can buy things in country.**

You can purchase clothing and other items in country, although you will not have time to devote to shopping for new items, especially when you are at your internship site. If you have a strong brand preference, ask a returnee whether your brand is available in your country. Very tall students might find it hard to purchase clothes of the right size. You will find many clothing items to be cheaper in Ecuador than in the US. However, other products, such as batteries, personal hygiene, feminine products, etc. are often more expensive in Ecuador and not always readily available.

### **Don't take the kitchen sink.**

The most consistent feedback from returned students is "I packed too much!" Be selective. No one will need all the things on the packing checklist in the appendix. Decide what, and how much, is really essential to you. Try to get by with one large backpack and a carry-on. Many savvy travelers recommend that you pack once, try walking around the block with all your stuff, and then begin eliminating things until you can do it comfortably.

### **A Note on Electricity**

In Ecuador, the supply of electricity tends to be erratic, with frequent blackouts and occasional power surges. You will need a good surge protector if you are taking a laptop computer or any other sensitive items, and if you are using a computer you should save documents frequently. Electricity is very expensive, so host families may want students to limit their use of electronic appliances in the home.

## **Important Policies**

Policies of the University of Minnesota and the Learning Abroad Center exist primarily for the protection and safety of LAC study abroad participants. The LAC expects all participants to read, understand, and adhere to the University of Minnesota and LAC policies, guidelines, and contractual documents. These include academic policies, finance and cancellation policies, health and safety policies, and student rights and responsibilities: [UMabroad.umn.edu/students/policies](https://umabroad.umn.edu/students/policies).

### **FERPA**

Under the Family Educational Rights and Privacy Act of 1974 (FERPA), Minnesota Government Data Practices Act, and University policy, college students are considered responsible adults and are allowed to determine who will receive information about them. As a result, the LAC does not share academic, personal, or financial information with a third party (including parents, spouse, guardians, etc.) without the student's written permission. As part of their application, all students designate two emergency contacts that will receive information only in the case of an emergency.

## **Title IX Statement**

As required by Title IX, the University does not discriminate on the basis of sex in any of its education programs or activities, including in admissions and employment. Inquiries about the application of Title IX can be directed to the University's Title IX Coordinators or to the U.S. Department of Education, Office of Civil Rights. See the University of Minnesota's Title IX Statement ([eoaa.umn.edu/resources](https://eoaa.umn.edu/resources)) and the University's policy ([policy.umn.edu/hr/sexharassassault](https://policy.umn.edu/hr/sexharassassault)) for information about (1) how to contact the Title IX Coordinators on the University's campuses; (2) how to report or file a formal complaint of sexual harassment, gender-based harassment, sexual assault, stalking, or relationship violence; and (3) the University's procedures for responding to reports and formal complaints.

## **Official Communications**

Your UofM email address is the official means of communication. Learning Abroad Center messages will be sent to your UofM email address.

# **Health, Wellness, & Safety**

## **Health**

### **Health Information Form**

The purpose of the form is to help the University of Minnesota Learning Abroad Center (LAC) to assist you in preparing for your time abroad. It is critical to disclose fully any health conditions or accommodation needs you may have on the LAC's Health Information Form. If your condition changes after completing this form or you realize you forgot to fully disclose anything, contact the LAC and provide the updated information as soon as possible.

Timely disclosure allows the LAC to support your overseas experience effectively. The information provided will remain confidential and will be shared with program staff, faculty, or appropriate professionals only as pertinent to your own well-being.

For more information, visit: [UMabroad.umn.edu/students/healthsafety/healthinfo](https://umabroad.umn.edu/students/healthsafety/healthinfo).

### **Mandatory Health & Safety Online Orientation**

The mandatory Learning Abroad Center Health & Safety Online Orientation contains important information on health precautions, taking prescriptions overseas, and the mandatory insurance policy in which you will be enrolled as a program participant. Refer to your online acceptance checklist for the link to this orientation information and contact the LAC with questions.

## Health Insurance

### US Health Insurance

All students enrolled at the University of Minnesota are required to have US health insurance. This includes students registered for education abroad.

The travel, health, and security insurance coverage through CISI is specifically exempt from the requirements of the Affordable Care Act (ACA) and was not intended to and does not satisfy a person's obligation to secure minimum essential coverage beginning in 2014 under the ACA. The University encourages travelers to consult with their legal counsel or tax adviser for information on their obligations under the ACA.

For more details and specific process information for students with University of Minnesota Student Health Insurance through the Student Health Benefits Office, visit the LAC's US insurance webpage: **UMabroad.umn.edu/students/healthsafety/intlhealthinsurance/ushealthinsurancerequirement**.

### CISI Insurance

In addition to your US health insurance, the University of Minnesota has contracted with Cultural Insurance Services International (CISI) to provide comprehensive international security, medical, and evacuation insurance. This coverage is mandatory for all students and included in the program fee. You are covered by CISI only for the dates of the program and a few days to allow for travel to and from the US. If you plan to travel before or after your program, you should extend your CISI coverage or purchase your own insurance.

CISI does not include any preventive care, and individuals are advised to consult their medical providers for any checkups or preventive care prior to departure.

Your CISI card and insurance policy will be emailed directly to you. Carry the card with you at all times. If you have any questions or need additional information about CISI, visit the LAC's insurance webpage: **UMabroad.umn.edu/students/healthsafety/intlhealthinsurance**.

## Medication Overseas

Bring all necessary medication (including such items as birth control), for the entire term of your program, with you to your study abroad site and bring it in your *carry-on luggage only*. It is illegal to ship medication overseas and will be rejected at customs. Contact the LAC if you need an enrollment verification letter to submit to your insurance company requesting prescription medication for your entire stay abroad.

Consult with your LAC program contact if you would like to consult with CISI about obtaining any medication once abroad. Some medications, including those that are commonly available over the counter in the US, are controlled or banned substances abroad. The LAC, in consultation with CISI, will assist you in determining if you can travel with your medications or if alternative solutions must be explored.

## Vaccinations, Immunizations, & Travel Medicine

The LAC recommends that all students visit a travel clinic before their program abroad. Make an appointment as soon as possible so that you can get a scheduled appointment in time to complete any required and recommended immunization series. Many travel clinics often book far in advance (especially around the holidays), and some immunizations need to be started months in advance of your departure. For more information, visit: **UMabroad.umn.edu/students/healthsafety/preplanning**.

Review the Centers for Disease Control and Prevention (**cdc.gov/travel**) and US Department of State (**travel.state.gov**) websites for general vaccination, immunization, and other travel medical information for the countries you will visit. However, only a travel clinic will be able to make a recommendation tailored for your specific travel plans and health history. Vaccinations and immunizations are considered preventative care and are not covered by the CISI insurance plan.

### Malaria & Dengue Prevention

As of this writing, Quito is not in a Malaria or Dengue transmission area according to the CDC. See: **<https://wwwnc.cdc.gov/travel/yellowbook/2016/infectious-diseases-related-to-travel/yellow-fever-malaria-information-by-country/ecuador#4756>**.

However, if you plan to travel to a malaria transmission area, you will want to consult with your travel clinic regarding malaria and dengue risks and prevention.

Your travel health clinic will most likely recommend that you take a prophylactic (preventive) drug for malaria. It is essential that you purchase and take the medication as recommended by your healthcare provider. Depending on your insurance coverage, malaria medication may be very expensive but it is well worth its benefits. If you get malaria, you will become very ill very quickly, may need hospitalization, and may suffer lifelong consequences.

Students in the past have inquired about purchasing malaria preventive medication in their study abroad country. The LAC strongly advises against this approach for two reasons. First, in order to be protected, you must take the medication prior to your departure. Second, exposure to malaria-carrying mosquitoes could occur as soon as you arrive in country. While the medication cannot prevent you from contracting malaria, it significantly reduces the symptoms, allows you time to seek medical attention at a clinic in country, and facilitates a more speedy recovery.

Speak with your US travel clinic about possible side effects and alternative anti-malarials if a change needs to be made overseas. Not all overseas physicians are aware of the different types of medications available, so inform yourself before you leave. Should you experience side effects once overseas, speak with the on-site staff and your US travel clinic about next steps.

Your travel clinic will also likely suggest that you purchase insect repellent with at least 21% DEET to help ward against malaria-carrying mosquitoes as well as those carrying other illnesses. You should use insect repellent during the day and especially at dusk and in the evenings. Mosquitoes carrying dengue fever are active in the day, and malaria-carrying mosquitoes are active at night.

There is currently no vaccine or medicine to prevent dengue. Travelers can protect themselves by preventing mosquito bites.

For more information, visit: <http://wwwnc.cdc.gov/travel/diseases/malaria> and <http://wwwnc.cdc.gov/travel/diseases/dengue>.

### **Yellow Fever**

As of this writing in January 2017, Quito is not in a Yellow Fever transmission area according to the CDC. See: <https://wwwnc.cdc.gov/travel/yellowbook/2016/infectious-diseases-related-to-travel/yellow-fever-malaria-information-by-country/ecuador-4755>.

However, if you plan to travel outside of Quito, you will want to take appropriate precautions. You can review the CDC's yellow fever recommendations and requirements for Ecuador at: <https://wwwnc.cdc.gov/travel/yellowbook/2016/infectious-diseases-related-to-travel/yellow-fever-malaria-information-by-country/ecuador-seldyfm707>.

## Wellness

### **Wellness & Study Abroad**

In addition to any medications and required vaccinations, it is important to plan proactively for how you will maintain healthy habits abroad, both mentally and physically. Consider the following guidelines for your time abroad:

- **Physical self-care:** Be physically active for 30–60 minutes daily, sleep enough to have energy through the day, spend at least an hour outdoors, and eat a balanced and moderate diet mostly of wholesome, minimally processed foods.
- **Emotional self-care:** Talk to your medical provider prior to departure about effective ways to cope with the stress that can arise from experiencing unfamiliar surroundings and lack of family and friend support, as well as to identify new ways of centering and embracing change and new experiences. This is a valuable lifelong skill.
- **Stress reduction practice:** Participate in at least one practice to quiet your mind and body. Examples include deep breathing, time in nature, prayer, journaling, sensory grounding, meditation, yoga, tai chi, qigong, progressive muscle relaxation, autogenic training, biofeedback, imagery work.
- **Hydration:** Be certain to drink sufficient water and nutritious fluids as your body adjusts to a new climate and daily rhythm.

- **Making adjustments:** Monitor your stress levels while abroad and adjust your daily routine (sleep patterns, exercise, food balance, hydration) to meet the needs of your new location.
- **Positive attitude:** Try to keep perspective on the challenges that you may encounter and work toward your long-term study abroad goals.
- **Support structures:** Identify who in country is available to provide support and guidance when you feel confused or challenged.
- **Finding resilience:** Keep in mind that it is important to recover and grow from adversity and navigate difficult challenges with awareness, intention, and skill. Seek out healthy connections to others, focus on balanced self-care, keep an open, engaged mind, and work to address manageable challenges with patience and intention.

The following website provides suggestions: [gloaled.us/peacecorps/maintaining-strong-mental-and-emotional-health.asp](http://gloaled.us/peacecorps/maintaining-strong-mental-and-emotional-health.asp).

### **Mental Health**

Learning abroad can be both fulfilling and challenging for all students and may present some additional challenges for those with mental health conditions. Even if you have no history of a mental health condition, it is possible that the impact of cultural adjustment or being in a foreign environment can influence your well-being.

The Health Information Form requires you to disclose any past and current mental health issues, family history of mental health, indications of mental health concerns, and current prescription medicines. It is imperative for Learning Abroad Center staff to receive this information before you study abroad to best support you and provide reasonable accommodations.

Past or current treatment for psychiatric and mental health conditions does not preclude you from studying abroad. However, if a healthcare professional recommends no travel or travel under certain conditions that cannot be met at a certain study location, you may be encouraged to focus on your health first and postpone program participation until a later time.

The following steps for managing mental health are important, regardless of where you will be traveling:

- Meet with your mental health professional prior to departure to discuss learning abroad and implications of learning abroad, your plan to manage your health while abroad, and access to alternative support networks.
- Discuss a realistic communication plan for your time abroad with your support networks (e.g., family and friends).
- Understand that ups and downs are normal during study abroad. Check in with yourself often and seek support if you are feeling more intense ups and downs than expected.

- Connect with an LAC staff member prior to departure to set up on-site care with a mental health care professional, if required.
- Plan to bring sufficient amounts of prescriptions with you for the entire duration of your program. Work with LAC staff to ensure you can safely bring all necessary prescriptions abroad.

#### Resources for UofM Students

- Student Counseling Services ([counseling.umn.edu](http://counseling.umn.edu)) and Boynton Mental Health Clinic ([bhs.umn.edu/east-bank-clinic/mental-health-services.htm](http://bhs.umn.edu/east-bank-clinic/mental-health-services.htm)): Staff in both settings can inform you about treatment options and offer immediate crisis counseling if needed.
- Behavior Consultation Team (BCT) ([mentalhealth.umn.edu/facstaff/behavioral-consultation.html](http://mentalhealth.umn.edu/facstaff/behavioral-consultation.html)): If you are concerned about causing harm to yourself or others, call the University's BCT at 011.612.626.3030. For additional resources, visit [mentalhealth.umn.edu](http://mentalhealth.umn.edu).

## Safety

### Travel & Safety Considerations

#### State Department Travel website

Consult the United States State Department Country Information sheets and travel advisories at [travel.state.gov](http://travel.state.gov) for up-to-date information on travel precautions for the country where you will be studying or traveling.

#### CDC Information

Review the Centers for Disease Control and Prevention ([cdc.gov/travel](http://cdc.gov/travel)) and US Department of State ([travel.state.gov](http://travel.state.gov)) websites for travel and safety information.

### Program-Specific Safety Considerations

#### Embassy STEP Registration

The LAC will register you with the Smart Traveler Enrollment Program (STEP), which makes your presence in Ecuador known to the US Department of State. Once you are enrolled in this program, you will receive the travel updates and information directly as they are issued. Please carefully review these messages and contact the LAC or on-site staff with questions. For more information, visit: [step.state.gov/step](http://step.state.gov/step).

In addition, the local embassy can be a source of assistance and information in the case of an emergency. Each of our programs has information about the local embassy, and you might even have an embassy visitor at your orientation. For more information, visit the Country Information sheet at [travel.state.gov](http://travel.state.gov) for the countries you will visit and study in.

In order to ensure that all official communication from the US Department of State is sent to the correct address while you are abroad, check your official contact information prior to departure. Visit [onestop.umn.edu](http://onestop.umn.edu) to verify that the information is correct. If your contact information changes, you must notify the LAC.

#### Sexual Harassment & Sexual Assault

The University of Minnesota and Learning Abroad Center take the risk of sexual harassment and assault very seriously. This topic will be covered in orientations in more depth, and LAC staff and our colleagues on site are trained and prepared to provide support to victim survivors.

Anyone who experiences sexual harassment or sexual assault while abroad must deal with the stress of this unwanted event in a place and culture that is unfamiliar. Being away from the support and comfort of home can exacerbate feelings of hurt, confusion, anger, and loss of control. This is normal.

Do not tolerate behavior that feels threatening or disrespectful by staff in country, faculty members, or homestay family members. When in any doubt, consult with someone with whom you feel comfortable.

Report any incidents of sexual harassment or sexual assault to in-country or LAC staff so that we can help you understand your options and supports available. The Aurora Center is a fully confidential resource for all students on LAC programs, even if you don't normally attend the University of Minnesota.

For more information on resources, including the Aurora Center, visit: [global.umn.edu/travel/assault/index.html](http://global.umn.edu/travel/assault/index.html).

The University of Minnesota prohibits sexual harassment and retaliation. In compliance with Title IX, the LAC will work with the University's Title IX coordinator on any related inquiries and complaints. For more information, please contact the LAC or visit [diversity.umn.edu/eoaa/titleix](http://diversity.umn.edu/eoaa/titleix).



## Alcohol & Drug Use

The University of Minnesota Code of Conduct and Code of Conduct for Education Abroad allow for responsible drinking if you are legally allowed to drink in your host country. Illegal, irresponsible drinking and/or misbehaving while drinking are violations of the University's policy.

The University of Minnesota has a no-tolerance approach to drug use while abroad. Students using drugs abroad may immediately be removed from the program at their own cost. You are subject to the laws of the host country while abroad, and penalties for foreigners using or possessing drugs abroad are often very strict.

For more information, visit: [UMabroad.umn.edu/students/healthsafety/alcoholdrugs](https://umabroad.umn.edu/students/healthsafety/alcoholdrugs).

## Personal Safety

When you are traveling overseas, there are a number of precautions you should follow in order to travel safely. Consult the US State Department's resources and your orientation materials for up-to-date information on travel precautions for the country where you will be studying or traveling.

For more information on women travelers: [travel.state.gov/content/passports/english/go/Women.html](https://travel.state.gov/content/passports/english/go/Women.html)

For more information on students abroad: [travel.state.gov/content/studentsabroad/en.html](https://travel.state.gov/content/studentsabroad/en.html)

For more information on staying safe while abroad: [UMabroad.umn.edu/students/healthsafety/safetyabroad](https://umabroad.umn.edu/students/healthsafety/safetyabroad).

## Emergency Procedures

All students are required to carry a cell phone for use in an emergency. On-site staff will contact you on your cell phone, and you will utilize your phone to contact on-site staff and/or emergency services. In a life-threatening emergency, please seek immediate emergency care; otherwise, please contact on-site staff for assistance and recommendations. On-site staff are trained and have resources available to respond to all types of emergencies including, but not limited to, civil disturbance, natural disaster, illness or injury, hospitalization, robbery or pickpocketing, sexual assault/harassment, hate crimes, and mental health.

The LAC will utilize on-site resources as well as insurance and security resources, including CISI. See more details above on insurance.

For more information, visit: [UMabroad.umn.edu/students/healthsafety/emergency](https://umabroad.umn.edu/students/healthsafety/emergency).

## Independent Travel

### Independent Travel Notification

You are encouraged to travel during official program break periods, over holidays, or after the program is completed.

During the program, travel on the weekends should be limited to nearby locations to ensure that you are able to maintain good rest, health, and timely completion of all coursework. Students are not permitted to travel during the program dates, including on weekends or vacations, to countries currently under a US State Department Level 3 or 4 Travel Advisory. See [travel.state.gov](https://travel.state.gov) for the most up-to-date list.

Consult with the on-site staff, well in advance of your planned travel, to understand if there are other locations, beyond the Level 3 or 4 Travel Advisory locations, that you are not permitted to visit within your host country or region. These limitations are put in place for your safety and security and apply within the program dates. If you choose to visit a Level 3 or 4 Travel Advisory Location or other restricted location before or after your program, you are acting outside the control and responsibility of the University and risk losing your student status.

All LAC program participants must notify the on-site staff of any independent travel that involves an overnight stay away from the program location. The required independent travel form is provided in the appendix of this handbook. Some sites will collect this form and others will have a slightly different way of collecting the same information, so refer to your on-site orientation for more specifics.

## Travel Restrictions

### *During the Program*

Students are not allowed to visit any location currently under a US Department of State Travel Level 3 or 4 Advisory as a part of personal travel. Students who choose to do so may be removed from their program. Please visit [travel.state.gov/content/passports/english/alertswarnings.html](https://travel.state.gov/content/passports/english/alertswarnings.html) for up-to-date information about travel advisories. If you have questions about travel restrictions, contact your study abroad adviser.

### *A Note on Travel to Colombia*

As long as Colombia remains on the US State Department Travel Warning list, students are not permitted to travel to Colombia during the program.

## Driving & Renting Vehicles Abroad

It is against University and Learning Abroad Center policy to drive or rent motor vehicles (including motor scooters or motorcycles) while a participant on an LAC program. These limitations extend from the start date to the end date of your program and are put in place for your safety and security. Traffic accidents are the leading cause of injury and death of students abroad.

# Arrival Logistics

## Arriving at the Program Site

Consult the coordinated flight section in the beginning of this handbook for general information regarding arrival. Below you will find country-specific instructions.

Students traveling to Ecuador may arrive early. Those arriving early to Ecuador are responsible for their own arrival transportation and lodging and must contact the Learning Abroad Center (LAC) in advance to make arrangements to join the group at a specified time and place.

Upon arrival to the airport, you will go through customs. You will need your passport with the student visa stamped inside. After clearing customs, you will be directed to pick up any checked luggage.

A person carrying a sign “Fundacion CIMAS” will wait for the group as you depart from the luggage area. This person will take the group to a hotel, where you will spend the first night. The hotel will provide you with breakfast, but you will have to pay for their other meals and any extras.

If you arrive prior to the group, or are not able to make contact with Cimas/CEDUCONT staff, the alternative procedure is as follows:

After you exit immigration and customs, you will enter a big hall. Directly across from you, there will be a set of booths for transportation (Aeroservicios bus, vans, and taxis).

Go to the Aeroservicios bus booth, purchase an \$8 ticket, and proceed to the bus stop (located at the north side of the terminal). The bus leaves every 30 minutes.

The bus is air-conditioned and has WiFi capability. It will take about one hour to reach the site of the old airport in Quito. Once you exit the bus terminal, you will need to take a taxi to the hotel.

Here is the hotel information you will need:

Hotel Savoy Inn

Address: Yasuní N44-164 y Av. El Inca

Web: [savoyinnquito.com/index.htm](http://savoyinnquito.com/index.htm)

Phone: (593-2) 2460620 / 2467118

Please keep in mind that you will not be able to call home upon your arrival. Telephones may not be immediately available, you will be exhausted, and orientation will begin quickly. Let your friends and family know that it may take several days for them to hear from you, and you are likely to contact them via email. The on-site staff will notify the LAC if a student does not arrive, and we will call the

student’s emergency contact, as needed. Remind friends and family members not to contact the on-site staff directly. All contact should be through the LAC.

## Initial Arrival Housing

In Ecuador, you will stay as a group in a hotel the first night. This gives you some time to recover from the trip and to get to know other program participants. On the second day, your host family will come to your hotel or another gathering point (most likely Cimas) to pick you up and take you to your new home.

# Program Information

## Orientation in Country

The Cimas staff and faculty provide an orientation covering a wide variety of topics including the academic program and its courses; expectations of staff, faculty, and students; cultural differences; the homestays; health and safety; local transportation; communication systems; and other practical matters. It may also include a welcome reception or other social event, a tour of the city, and sometimes one or more additional field trips as well. Most of this orientation takes place during the first few days in Ecuador, but a few topics are deferred until students have had time to make the initial adjustment. An orientation and program schedule, as well as a handout for emergency needs, will be provided upon arrival.

Let friends and family know that it will be difficult to reach you during this orientation period. Reassure them that you will be in touch via email as frequently as possible.

## Program Excursions

Although excursions may vary each term, students typically take a city tour of Quito and a field observation trip to Saquisilí (just South of Quito) to visit a traditional market.

## In-Country Staff

### On-Site Directors

The Intensive Spanish program has two on-site directors: Dr. José Suárez and Dolores (Loli) López. Dr. Suárez is executive director of Fundación Cimas del Ecuador, a development-focused nonprofit organization in Quito. Dr. Suárez received his MPH and PhD degrees in public health from the University of Minnesota. A physician and epidemiologist with extensive community experience, he has authored research studies and books about health and environment in Ecuador, participated in many international and national committees, and served as a consultant to the

Pan American Health Organization and Ecuador's Ministry of Health. In addition to his extensive experience working with North American students and academic programs since 1989, Dr. Suárez has taught at the University of Washington, Evergreen State University, and the Medical School of the Universidad Central del Ecuador.

Ms. López, who is president of Fundación Cimas, has bachelors' degrees in anthropology from the Universidad Católica del Ecuador and from Evergreen State College in Washington, and a master's degree in Ecuadorian studies from the Facultad Latinoamericana de Ciencias Sociales (FLACSO) in Quito and has a doctorate from the same university in Anthropology. She has conducted research on social and cultural population issues; gained practical experience in working in indigenous and peasant communities; and organized local, national, and international conferences. In recent years she has been deeply involved in the quest for local development alternatives based on community participation. She has long worked with US study abroad programs since 1989.

## Program Center

The Intensive Spanish program is located at the Fundación Cimas del Ecuador (Cimas). Cimas draws program faculty from a variety of Ecuadorian institutions of higher education. The Cimas staff numbers around 15. Cimas' facilities include several classrooms; two conference rooms; a small library emphasizing environment, health, society, economy, and politics in Ecuador and Latin America; study space; offices; and two utility rooms used for social events and staff lunches. There is also a quiet area for students to rest, and one bedroom which students can use when feeling sick.

All of Cimas' computers, including 14 set aside for students, are PCs (Macs are uncommon in Ecuador and receive little support). Cimas' computers are for academic use only. Cimas has wireless Internet access and also provides students with addresses and phone numbers of libraries in Quito. It can be helpful to bring along an inexpensive laptop to use for completing assignments, but keep in mind that laptops are easily stolen. Keep it well hidden when storing and traveling with it and never put these kinds of valuables in your checked luggage.

## Housing Considerations

### Housing Options

You will stay with a host family while in Ecuador. Life with an Ecuadorian family can be a wonderful adventure if both parties understand and adapt to cultural differences. The homestay is an important venue for practicing Spanish and for gaining insights into Ecuadorian culture. Cimas will outline your rights and responsibilities in the homestay. Remember that for the most part you are expected to adapt to the family, not the family to you. Cimas tells the families that overall your presence should not lead them to change

their customs, operating rules, or food; however, Cimas does ask the families to accommodate the dietary needs of students who are vegetarians or who have food allergies.

### Notification of Placement

The Learning Abroad Center (LAC) typically receives basic information about your first homestay family (name and address) approximately one week prior to the program start date, and we will send the information to your University of Minnesota email account. Last-minute changes occasionally occur. Since you may not know much about your host family prior to departure, we encourage you to bring a range of generic gifts to give as gifts. Past students have recommended coffee table books from your hometown/state, a board game, T-shirts, calendars, magnets, keychains, and sweets such as jelly beans. The in-country staff will outline for you and the family your respective rights and responsibilities in the homestay.

### Housing Concerns

If you have questions about your homestay experience, speak to the on-site staff. As in the US, it is not acceptable for you to be asked, for example, to assist with caring for a host family member on a daily basis, be exposed to drunken or rude behavior, or tolerate any sexual advances. Although it is extremely rare for a host family experience to involve any of these, speak to the on-site staff if you have any concerns. You are also encouraged to consult with the CIMAS staff if you are experiencing communication challenges or encountering cultural differences that are unfamiliar to you.

### Homestay Families

Homestays are an integral component of the study abroad experience. Host families offer a window into the daily life and cultural norms of Ecuadorians. All students live and share most meals with a local host family.

Students eat breakfast and the evening meal with their host families, and all three meals on weekends. In most cases, returning home for lunch is not possible due to travel time.

Although you generally will be expected to eat the same food as your family, the program does ask the families to accommodate the dietary needs of students who have food allergies or dietary restrictions.

Students report that the homestays are among the richest and most challenging dimensions of their experience abroad. You will find that a tremendous amount of your language and cultural learning takes place while you are at home. Students constantly bring insights gained from their families into the academic program, and, similarly, the classroom learning helps provide tools for a successful homestay.

### The Placement Process

Fundación Cimas places students with a variety of families in terms of family size, profession, ethnic background, etc. Not only do students speak in class about the differences among their families, but they may also visit the homes

of fellow program participants. Think of each visit as an important learning experience.

The stipend Cimas pays to the host families is only a token gesture of appreciation for the time and expense of hosting you. The money in no way covers the full cost of hosting a student nor compensates for the adjustment the family agrees to undertake in order to incorporate a student into their family.

## Homestay Conditions

In terms of physical living conditions, all homestays are expected to meet the following:

- The location should be relatively safe, as close as feasible to the classroom location or the student's internship/research site, and accessible to public transportation.
- Typically, only one student is placed with each family.
- Student requests for a single room or a room shared with a family member will be accommodated
- The home should be clean and orderly and offer adequate study space for the student.
- The home should have at least one bathroom, which should meet basic standards of sanitation.
- The family should be able to offer an adequate diet, quantitatively as well as qualitatively, with food handling that meets reasonable standards of hygiene.
- The kitchen should have at least a stove and a refrigerator.
- Adequate quantities of boiled or bottled water should always be available for the student's use.
- Either the home should have a telephone or the student should have easy access to one at the internship/research site.
- Either a washing machine should be available for student use (with soap provided by the family) or the family should arrange for weekly washing of the student's clothes at the family's expense, either by the family itself or by someone contracted to wash.

In general, the program prefers less luxury to more. Nonetheless, understand that it is usually impossible to place students with very poor families. Most poor families lack the space to take in an extra family member, and many also live in areas of the city that do not meet the program's safety standards.

### **Tips for a Successful Homestay**

Cimas staff seek families eager to incorporate US students into their lives. Host families are generally warm and welcoming and will want their students to participate in social events with friends and extended family. When you are placed with a family, you will probably get more than the family itself. You will get a wide range of friends, not to mention information, coaching, advice, and endless opportunities to practice your language skills. If you and the family are both willing to throw yourselves into making the

experience a rich one, you are likely to look back on your homestay as a highlight of your time in Ecuador.

A successful homestay requires consideration and cultural sensitivity. At times your cross-cultural skills and insights will be stretched to the limit. Cimas staff will supplement this with initial support and ongoing coaching to create a smooth linkage between students and their families. Staff are always available to assist and sort out cultural adjustment problems as they arise.

In Ecuador, the notion of private space and time is not as common as in the US. Spend plenty of time with your host family and do not seclude yourself in your room. This is often viewed as rude and may cause your host family to wonder if you are sick or unhappy.

You will find your homestay parents and siblings very concerned for your well-being. They will be good sources of information and advice about negotiating the transportation system, safety precautions, etc. At the same time, their concern might occasionally seem to border on over-protectiveness, especially if you are a woman. Understand that the family is not trying to control you but to fulfill its inescapable responsibilities for the welfare of its US daughter or son.

In most cases, your family will do your laundry. Since dryers are infrequent, have sufficient undergarments for the delay in receiving your items back. Keep in mind that you should rinse and clean any underwear that is soiled, as this is considered a very private matter.

Host families may not have Internet access. Be aware the cost of electricity and Internet use in homes can be very high. You may be asked by your host family to pay a fee for your Internet use, and you should consult with the on-site staff about correct cultural protocol. When you leave the house, it is important to let the family know where you expect to be and approximately what time you plan to return. Never stay overnight elsewhere without first notifying your family.

In case of minor illnesses, your family will help you seek medical attention. In the case of more serious problems, you and your family are expected to notify Cimas administrative staff immediately in order to coordinate the best possible treatment.

Most families are conservative about relations between men and women. You are not allowed to have overnight guests of the opposite sex or to receive visitors in a closed bedroom.

Be judicious in your use of alcohol. Your host family and work colleagues will disapprove of substance abuse, and drunkenness could irreparably damage your relations with people who are important to you.

It is important not to abuse hospitality. Remember to ask the family for permission to bring friends, and be ready to cover extra expenses when inviting them.

Keep your room neat and tidy and be respectful of the common spaces in the house. Since you are a guest in the home, your bedroom should be kept in a manner that shows your respect and appreciation. In most countries, the notion of personal and private space does not exist in the same manner as in the US, and your room in your host family is not the same as having your own room in the US. Do not leave your clothes strewn on the floor or leave personal belongings around the house. Do not put your shoes on furniture, including your own bed. Unfortunately, US students are often viewed as messy and disrespectful. Do your part to correct this image. Keep in mind that personal hygiene is also very important. You are a guest in their home and should present yourself with respect and cleanliness.

Before you leave for Ecuador, it may be difficult to imagine the depth of the bonds that can develop between you and your host families. There is a special magic to friendships that cross deep cultural boundaries, and you may find the relationship with your family to be quite unlike other relationships you have experienced.

Farewells at the airport are often tear-filled on both sides. As your life becomes filled with the US hectic pace following your return, however, it can be all too easy not to take the time to keep in touch. An occasional letter, postcard, or email from you means a great deal to a family for whom you are as unforgettable as they are for you. We encourage you to take a few moments to write from time to time. Keep in mind, however, that host families should not be expected to host you after your study abroad experience or on future visits you may make to Ecuador.

## Liability Insurance

Regardless of your housing arrangement, you should consider your insurance coverage and needs. Does your renter's or homeowner's insurance cover your items if they are lost or stolen abroad? You may also wish to buy additional insurance in case you accidentally damage your accommodations, since any damages will be yours to pay.

For more information, visit: [global.umn.edu/travel/insurance/outgoing.html#personal-tab](http://global.umn.edu/travel/insurance/outgoing.html#personal-tab).

## Visitors

### Program Housing

Students' personal guests (e.g. friends, family, etc.) are not allowed to stay overnight in program housing, including apartments, dorms, and homestays.

### During Program Period

Friends or relatives may visit during official program breaks or before or after the program, but not while classes are in session. Visits during this time interfere with your ability to focus on the program and host culture. Visitors are not allowed to stay with you in your official program housing.

# Academics

## Policies

Students are responsible for understanding and adhering to the academic policies for study abroad as published on the University of Minnesota Learning Abroad Center (LAC)'s website: [UMabroad.umn.edu/students/policies/academic-policies](http://UMabroad.umn.edu/students/policies/academic-policies).

## Courses

### Overview of Program Courses

The Intensive Spanish in Ecuador program offers two courses:

- ECDR 1004: Intermediate Spanish II
- ECDR 3015W: Spanish Composition and Communication

These courses are equivalent to 4th and 5th semester Spanish courses on the University of Minnesota's campus. You will enroll in one course for a total of four credits. Course descriptions and full syllabi are available at: [UMabroad.umn.edu/programs/americas/ecuador/academics](http://UMabroad.umn.edu/programs/americas/ecuador/academics).

### Language of Instruction

All courses are taught exclusively in Spanish by experienced instructors who are native speakers. The courses are geared toward students who are learning Spanish and are not native speakers.



## Global Identity

### ***Global Identity: Connecting Your International Experience to Your Future***

This optional, one-credit course will provide opportunities for you to “make meaning” of your learning abroad experience and prepare you to communicate your intercultural competence to future employers, graduate schools, or law schools. As global connectivity becomes increasingly important, you are asked to think beyond the borders of your own perception and better understand the world based on the new ideas and experiences to which you are exposed. Your ability to work in a multicultural setting and succeed in different cultural contexts is vital to your future. This course will help you apply these skills to your post-graduation plans.

For more information, visit: [UMabroad.umn.edu/students/academics/globalidentity](http://UMabroad.umn.edu/students/academics/globalidentity).

## Registration

### **Registration through the UofM**

#### ***University of Minnesota Twin Cities Students***

Before registering, you should meet with your academic adviser(s) to discuss the courses you plan to take and complete the Academic Planning form. All University of Minnesota Twin Cities students will be responsible for registering themselves using the University of Minnesota online registration system. Prior to departure, you will receive an email with all the necessary information for registration. Do not look for your class number to appear on the class schedule on the MyU website. The numbers required for registration can only be obtained from the LAC. If you register for a course that is listed online, you have registered for the wrong course and may be subject to tuition charges. Complete your registration by the stated deadline in the registration instruction email from the LAC. Check online for holds or required registration approvals that would prevent you from registering for classes and clear them before the registration deadline. The LAC cannot remove holds on student accounts. Failure to complete registration may result in late registration fees and may delay or prevent financial aid disbursement. If you do not register for study abroad, your grades cannot be processed. Failure to register before departing for study abroad may result in no credit for your study abroad program.

#### ***UMN System Students***

Students from the University of Minnesota—Morris, Crookston, Rochester, or Duluth will be set up as a multi-U student by their home campus. Please contact your study abroad office to verify that your multi-U status has been set up. You can then register as a UMTC student (see above).

#### ***Non-University of Minnesota Students***

Students from other institutions will be registered by the Learning Abroad Center and do not need to register themselves through the MyU website.

### **Maintaining Full-Time Status**

Students are required to maintain full-time registration status as defined by their individual program throughout the duration of their study abroad program. Dropping or withdrawing from a class will not be allowed if it will bring a student below the required full-time enrollment.

### **Post-Program Registration**

While abroad, University of Minnesota students and most other students will need to register for classes for the following term on their home campus. You must make any necessary arrangements prior to departure so that you are able to register while overseas. In many cases, students are able to register online.

## Course Drop/Add/Withdrawal

### **Course Changes**

These must be made in consultation with the on-site staff and per the deadlines as outlined on the LAC's Academic Policies website.

#### ***Program-Specific information***

Switching language levels on the Intensive Spanish program is possible, but fairly uncommon. Students may only switch levels provided they meet the necessary pre-requisites for the course they wish to take. And, any changes should take place during the first few days of the program so that you do not miss an excessive amount of material covered in the other class.

University of Minnesota students should note that if you switch to a lower language level and repeat a Spanish course you already took on campus, the grade you received the first time will be “bracketed” and replaced by the grade you receive in Ecuador, regardless of whether it is higher or lower than the first time you took the class. The credits earned by repeating the course will not count toward graduation requirements.

You must speak with the on-site staff and the LAC prior to changing your registration. You should also contact your academic adviser.

### **UMN 13-Credit Policy**

University of Minnesota students are required to maintain a minimum enrollment of 13 credits per semester or maintain the minimum credit enrollment determined by their study abroad program, whichever is greater. For certain semester programs, 12 credits is considered a full-time course load.

## Academic Culture

### Teaching Styles

Although courses taught in Ecuador cover the same core content as those taught here on campus, students should expect differences in teaching style, textbooks, assignments, and exams.

### Academic Rigor

The program is designed to be academically rigorous, and it is each student's responsibility to maintain good study habits and complete assignments on time.

## Books and Materials

You will be required to purchase a packet of grammar exercises ranging in cost from \$5–\$10.

## Grades & Transcripts

Grades will be posted to the University of Minnesota transcript 6–8 weeks after the LAC has received them from the program. Grades will be converted into US equivalents, if necessary, prior to being posted on the University of Minnesota transcript. The LAC will provide one free transcript to the home institution of all non-University of Minnesota students. Additional transcripts can be ordered separately on the One Stop Student Services website: [onestop.umn.edu](http://onestop.umn.edu).

### Incompletes

Students are generally expected to complete all course requirements by the end of the term. In very rare circumstances, students can arrange an "Incomplete" in consultation with the instructor, the on-site staff, and the LAC, whereby the remaining work can be finished shortly after returning to the US.

### Grade Appeals

If you wish to question a grade issued for a particular course after the program is completed, you must provide evidence that the professor made an error in his/her grade calculation. The following are not reasonable grounds for grade appeal:

- Differences between US and host country educational systems
- Personal disappointment in the grade outcome
- Comparison with one's own prior academic record/GPA
- Failure to complete one or more assignments
- Minimum grade requirement of college/department or home university
- Health concerns/missed classes

Consult with your program contact in the LAC if you believe an error has occurred and you wish to complete the Grade Petition Form.

## Student Grievances

Academic grievances are complaints brought by students regarding the provision of education and academic support services affecting their role as students. For grievances concerning University of Minnesota Learning Abroad Center or affiliated programs offered through the LAC, students should make inquiries and appeals to the appropriate University officials, in the following order: the program representative in the LAC, the Assistant Dean for Learning Abroad, the Student Conflict Resolution Center, and the Office of the General Counsel. For complaints concerning non-University of Minnesota programs, students should make appeals to the program sponsor.

## Living in the Host Country

### History of Ecuador

#### Introduction to Ecuador

Ecuador is one of 18 Spanish-speaking countries in Latin America. The linguistic, cultural, and institutional heritage of centuries of Spanish rule gives these countries much in common. Yet each is highly distinct. Comparing economic and demographic indicators, Ecuador appears to be more "developed" than most of the Third World, but less than most of Latin America.

#### Economy

The economic cycles of the 20th Century were associated mainly with three products. The cacao boom began in the latter part of the 19th Century and lasted until approximately 1925. Its bust cycle was associated with heightened political instability until the banana boom began in the 1940s. Although bananas were in decline by the 1960s, in the early 1970s the vast oil fields of the Oriente came into production. Ecuador joined the Organization of Petroleum Exporting Countries (OPEC) and rode the high prices of the 1970s to a previously unknown level of prosperity. Then prices declined in the 1980s and the bottom fell out of the boom.

Although petroleum is still the dominant product, it declined as a proportion of exports in the 1990s in favor of fish, shrimp, and traditional agricultural exports. Tourism has risen to become the third-largest source of foreign exchange.

Like many petroleum-producing countries, in the euphoria of the 1970s Ecuador borrowed heavily against future oil revenues. When prices declined, it found itself saddled with a crushing debt. Whereas some Latin American countries have overcome the worst of the region-wide debt crisis of the 1980s, Ecuador's economy still has not recovered. The growth rate is slower than in much of the region, and so far no new product comparable to bananas or petroleum has appeared on the scene as a savior.

Since the early 1990s Ecuador has been in a period of what Latin Americans call *neoliberalismo*, a shorthand term for a collection of policies which generally include free trade, relatively unfettered foreign capital penetration, a reduction in government regulation of the economy, and privatization of selected enterprises formerly in the hands of the government. Under pressure from multinational corporations, international lending agencies, and Western governments, one Latin American country after another has embraced neoliberalism. Ecuador has done so more slowly than Chile or Argentina, but it is clearly moving in the same direction, especially in response to conditions set by the International Monetary Fund. The dollarization of the economy in early 2000 represented a new extreme in the move to neoliberal economic policies.

## People

Ethnically there is no question that Ecuador is a central Andean country, along with Peru and Bolivia. These three collective heirs to the Inca Empire still have some of the largest indigenous populations in the Americas. “Indian” is considered a pejorative term in Ecuador; it is better to say *indígenas* than *indios*. Although a smaller proportion of the population speaks indigenous languages than in its two neighbors to the south, Ecuador contrasts starkly with the northern Andean countries of Colombia and Venezuela, which have very small indigenous populations. Ecuador clearly belongs to what some observers have called Indo-America, along with Peru, Bolivia, Guatemala, and parts of southern Mexico. Policy toward the indigenous peoples in these countries has been a central bone of contention, and approaches have tended to reel between assimilation, cultural reinforcement, and naked exploitation. In recent years Ecuador has become a hemispheric leader in terms of indigenous political activism. Ecuador also has a vibrant Afro-Ecuadorian community.

## Geography & Climate

### Climate & What to Wear

Pack for warm and cold conditions. Mountain passes can be very chilly. Some of the highland basins are high enough that your hands and feet may always seem cold in the unheated houses. Sweaters are often necessary in Quito, especially at night. Scarves, gloves, hats, and sweaters are produced in Ecuador and can be inexpensively purchased at local markets.

Ecuador’s climate is greatly varied in terms of both temperature and precipitation. The different environments support everything from desert to rainforest to permanent ice and snow.

Being on the equator—hence its name—Ecuador experiences only tiny seasonal variations in temperature.

The difference in average temperatures between the warmest and coldest months is less than 5°F in Guayaquil and only 0.4°F in Quito. Ecuador experiences little of the day-to-day temperature variations that characterize mid-latitude climates. Although average temperatures in Ecuador can be higher than in Minnesota, the hottest days in Minnesota are actually warmer than the hottest in Ecuador. Because one day in the tropics is nearly the same as the next, Ecuador neither experiences the cold fronts that bring relief after a heat wave nor sweltering hot days.

Temperatures do vary a great deal with altitude: They decrease by an average of nearly 3°F for each thousand feet of rise in elevation. The Costa and Oriente are hot, with average temperatures around 76–80° F (24–26°C)—higher than Minneapolis in July. In contrast, sweaters are often needed in Quito, at over 9,000 feet elevation, which has an average annual temperature (average of daytime highs and nighttime lows) of only 57°F (14°C). Like Quito, most of the highland basins enjoy very pleasant climates. Higher up, however, the páramos (high-altitude grasslands) are always cold, and permanent snow begins at around 16,000 feet elevation. As elevation rises and the air thins, the daily range in temperature increases; thus the same location might enjoy shirtsleeve weather during the day, at least when the sun shines, while experiencing bitter cold at night.

Although temperature changes little with the calendar, rainfall is highly seasonal in all regions of the country. The contrasts between the rainy season and the dry season are especially dramatic in the Pacific lowlands. Guayaquil receives 38 of its 43 inches of rainfall between January and April, including 11 inches in March—versus no rain at all in July. The contrasts are only slightly less striking in the Sierra. Quito’s rainfall ranges from seven inches in April to an inch in July. Precipitation is sufficient, and the dry season short enough, to support rainforest in the Oriente, in the northern portion of the Costa, and in other zones of the Costa toward the base of the Andes. In general, precipitation tends to be higher in the north than the south; the contrasts are greatest on the coast, where the climates range from tropical rainforest near the Colombian border to desert by the time you reach the Peruvian border.

You will need an umbrella and good raincoat during your stay in Ecuador.

You can find up-to-date weather at [accuweather.com/en/ec/quito/129846/weather-forecast/129846](http://accuweather.com/en/ec/quito/129846/weather-forecast/129846).

## Language

Spanish is the official language of Ecuador, and is spoken by approximately 93% of the population. Ecuador is home to many indigenous languages too, including Quechua, an ancient Incan language.

## Food Considerations

### Meals

Your host family will provide two meals per day (breakfast and dinner) during the week and all meals during the weekends. You can pack a lunch and eat it at Cimas, or purchase lunch at one of many nearby restaurants.

### Safe Food & Water

Food and water borne illnesses are the most common type of illness abroad. Therefore, you should use good judgment and common sense when choosing what to eat and drink. Avoid foods sold by street vendors, or in markets where refrigeration and sanitation facilities are limited.

Also avoid salads and fresh fruits and vegetables, which are often washed in unpurified water. Fruit that can be peeled (such as banana, mango, etc.) is safest.

Avoid tap water and drink bottled water instead. Your host family will provide you with purified water, so you may want to bring a reusable water bottle from home to refill before you leave the house for the day.

Ice is as unsafe as water. Never add it to drinks unless it has been made from boiled or bottled water.

## Utility Usage

### Electricity

Electricity is much more expensive in Ecuador than it is here in the US. Therefore, you'll want to be mindful of your energy consumption while at your host family's house. Be sure to turn lights and fans off when you leave a room.

### Water

Likewise, water is a precious resource that should not be wasted. Make an effort to keep showers short to conserve resources.

## Relationships

Given the significant cultural differences between the United States and Ecuador, we strongly encourage you to prioritize your academic experience and seek cultural experiences through your host family environment.

### Dating Apps

Be cautious when considering online dating applications or other venues for meeting people. This is particularly important when seeking to meet new people because there are different cultural norms and values that surround relationships of all kinds. What might be considered a casual drink or meal with a person of interest can have a much more significant meaning in a different cultural context. Online dating applications can carry different connotations or serve different purposes than they do in the United States. It is important to remember that it is very difficult for

you to safely determine who might be genuinely interested in you and who has ulterior motives (such as stealing your passport or money, or seeking a visa to the US). Given the significant cultural differences between the US and countries abroad, the Learning Abroad Center strongly encourages students to prioritize their academics and be mindful to seek out cultural experiences that are safe, such as through homestays, local staff, and program activities.

## Living in Quito

### Entertainment

Ecuador's capital is located about three hours south of the Colombian border via the Pan American Highway. It lies within one of the series of highland basins described in the section on geography. This basin consists of an outer and an inner basin; Quito lies in the outer basin, which is higher than the inner basin to the east, separated from Quito by a ridge. The rise from the city to the top of the ridge is only a few hundred feet, but from there it is a drop of about 2,000 feet to the inner basin, which you can see from the ridge top.

As in all Latin American cities, social class contrasts are striking. In Quito you will see some of the country's most obscene levels of wealth, as well as some of its most heart-wrenching poverty. On the whole, the portion of the city south of the colonial section and Panecillo tends to be poor, whereas the middle and upper classes live mostly in the north. Immediately north of the colonial section are some fine mansions from the earlier decades of the 20th Century. Farther north the city's modern sections include large zones of high-rise apartment buildings. Not all of the poor are in the south, nor all of the middle class in the north. Many poor neighborhoods are scattered here and there in the north, including squatter settlements on some of Pichincha's slopes and larger expanses toward the far northern limits of the city. Similarly, the south does include some middle-class zones.

Lifestyles vary with social class. In the north are shopping centers and supermarkets, and in the south, street markets and small shops. You could easily make most of your purchases in the north with a credit card (at a cost), whereas in the south you would find it almost useless. Multinational corporations are much more evident in the north than the south. In the north you are likely to hear rock music; in the south you will typically hear traditional Latin American music. Many people in the north are smartly dressed and look as if they could fit easily into any cosmopolitan city in the world; traditional indigenous clothing or inexpensive Western dress typify the south. Apart from beggars and street vendors, at first glance Quito's poverty is largely invisible. You will see few of the sorts of shantytowns that denote cities of other developing countries, both because the cold climate demands more substantial constructions

and because the city has been quite successful in repressing squatter invasions. Thus, the poor neighborhoods look much less shocking than in Guayaquil, Lima, or Caracas.

Instead, much of Quito's poverty is hidden behind the walls of crowded multi-family houses. Some of the fine colonial structures in the old center have been converted into tenements which may house 20, 30, or even 50 or 60 separate families, each renting individual rooms while sharing facilities such as toilets and clothes washing basins. Owners sometimes add rental rooms onto houses until tenements develop, even in new neighborhoods. Quito has few alternatives to crowding, whereas in many developing cities, squatter invasions serve as a safety valve for poor populations living in crowded rental conditions.

## Transportation

The city of Quito is well-connected by bus line and taxi system, making it an easy and inexpensive to navigate the city. You should be prepared for crowded buses and long commute times, especially at rush hour.

Ecuador also has an extensive bus network that connects Quito with other regional destinations, making it easy to travel throughout the country over with weekends.

For safety reasons, you should plan to take a taxi when traveling after dark. When possible, call a taxi company in advance to arrange a ride. Avoid hailing a taxi on the street. This will ensure that you are riding in a registered taxi, since there are many unofficial or "pirate" taxis in Quito.

## Communication

Students communicate with their friends and family members in the US through various means. Students are required to purchase cell phones in country, which allows for unlimited incoming calls, including from the US, text messages, and local calls.

Let family and friends in the US know that you will not be able to contact them immediately upon your arrival in country. It will usually be several days before you have the time to make contact, and students frequently correspond most easily by text and email. Video calling is also an easy way to keep in touch.

## Internet Access

You will have WiFi internet at Cimas, where classes are held each weekday during the classroom phase. In addition, most host families in Quito have internet access.

During the internship/research phase, you will have internet access at your placement site. However, your host family may or may not have internet access.

Keep in mind that internet access throughout Ecuador will not be as fast or reliable as you are accustomed to here in the US.

## Social Media

Not all countries share the same laws about freedom of expression that we have in the US. Keep in mind that derogatory comments, especially on social media, can result in legal claims and have extended legal implications even after you have returned to the United States.

## Phones

All host families in Ecuador have landline telephones, including the host families for internship/research project sites. However, you will rely on local cell phones for the majority of your communication.

The MSID Ecuador program requires all students to purchase and carry cell phones while on the program. This is not only a good safety precaution, it also facilitates communication between students and program staff.

Most students either purchase a local SIM card for their US cell phone while in Ecuador or purchase an inexpensive track phone to communicate with their host families, CIMAS, and other students while out of the house. Most students bring their US smartphones to communicate with their friends and family back home while using Wi-Fi.

For those who choose to purchase a local cell phone, the system in Ecuador is pay-as-you-go. You can add credit to your account from various kiosks around town. This credit can be applied toward local or international texts and calls. Incoming calls to cell phones in Ecuador are typically free, so we encourage you to have family and friends place the call.

Apps like Skype or WhatsApp also allow you to place free or inexpensive calls to international numbers over the internet.

## Mail

If family or friends would like to send you a letter or card during your time abroad, it's best to have them send it directly to Cimas instead of to your host family's house. Your address in Quito will be:

Your name (clearly spelled out)  
c/o Fundación Cimas del Ecuador  
Los Olivos E-15-18 y las Minas  
EC 170-149  
Quito, Ecuador

Keep in mind that postal mail in Ecuador can be slow and unreliable, so you should allow extra time for it to arrive. In addition, anything valuable and/or urgent should be sent

via an international carrier such as DHL or FedEx, never through postal mail. In this case, the sender should not declare any commercial value for the goods; otherwise, you will have to pay customs taxes in Ecuador.

## Money Matters

Ecuador uses the US dollar as its official national currency. Ecuador uses the same paper currency as the US, but mints its own coins. However, both US coins and bills are accepted as forms of payment.

Being able to use the US dollar abroad means that you will not need to exchange currency in advance. It also makes it easy for you to understand how much you are spending for everyday items.

The cost of living in Quito is significantly less than here in Minneapolis, making Ecuador an affordable destination for students. For current cost-of-living information, visit: [expatistan.com/cost-of-living](http://expatistan.com/cost-of-living).

## Financial Planning

Despite the relatively low cost of living in Ecuador, you should still take some time to budget for your experience abroad. Since spending habits vary, it's difficult to predict exactly how much you may need. However, past students have commented that they spent anywhere from \$400 to \$1,500 or more during the semester.

Your main expenses throughout the semester will be lunches, daily living expenses, and the cost of any travel or shopping.

One good resource for financial planning is the Cost of Participation sheet posted under the Fees tab of the program website: [UMabroad.umn.edu/programs/americas/msid-ecuador#tab=fees](http://UMabroad.umn.edu/programs/americas/msid-ecuador#tab=fees). It lists both billed and estimated out-of-pocket costs for the program.



## Cash

Ecuador is primarily a cash economy, which means that although debit and credit cards are accepted in some locations, you'll make the overwhelming majority of your purchases in cash. This is true in Quito, but especially in smaller towns or cities in Ecuador.

We recommend bringing approximately \$125 in cash with you to Ecuador and relying on your ATM card to replenish your supply. Larger bills (anything over \$20) can be difficult to break, so be sure to bring small bills (\$1, \$5, and \$10) and coins.

Though you will need cash for everyday purchases, try to limit the amount that you carry with you on a regular basis to minimize the risk of theft.

## Debit/ATM Cards & Credit Cards

It's important to contact your debit and/or credit card company prior to departure to notify them that you will be traveling and make sure that your card is set up for use abroad. If you do not, they may assume your foreign transactions are fraudulent and may deny any transactions.

You will also want to discuss any fees associated with using your card(s) abroad. Many banks charge ATM/foreign transaction fees. It's important that you understand these fees.

Although you will not need a credit card on a regular basis, we recommend that you have access to a credit card in case of a medical emergency or unexpected expense.

It's a good idea to make a photocopy of your debit/credit card(s) so that you have the card info and bank contact info just in case of loss or theft.

## Using ATMs in Ecuador

ATMs are very easy to find throughout Quito and in small cities. Be sure to check with your bank about any fees associated with using ATMs abroad. Since most banks charge per withdrawal, students will often withdraw larger sums at once, but carry only small amounts of cash with them on a daily basis.

ATMs can be found on the street or inside banks and shopping centers. For safety reasons, we recommend using ATMs that are located inside, since they tend to be more secure.

## Tips from Students

Past students have compiled the following list of additional information:

- Quito is at a high altitude, over 9,000 feet. Take it easy when you first arrive in country.
- Ecuadorians are very polite people. Always greet people with a handshake (common between men) or a kiss on the cheek (common between women or between a man and a woman).

- If you need a cab at night, especially as a woman, call a cab company to your home (or wherever you are) rather than hail one on the street. This is the safest way. Also, if you must hail a cab at night, negotiate the price before accepting the ride, since the meters are turned off after dark and you could end up paying outrageous prices.
- “Ecuadorian” time is different than “American” time. Be patient and flexible. Do not expect people to be on time, or for events to occur when scheduled. It’s all part of integrating in to the culture.
- Things are less methodical/routine than in the US. For example, the buses don’t run on a schedule, and you may be asked to pay as you board, once you sit down, or as you leave, depending on the specific bus. Once again, be flexible.
- Packages sent to Ecuador should not have a declared value. If they do, it is difficult and expensive to receive the package.

## Social & Cultural Adjustments

### Race & Identity

Race can influence students’ perspectives on their host country. Past participants of color tell us that the differences between their experiences and those of Euro-Americans can include both advantages and disadvantages. Students of color often learn a great deal about their identity as a US citizen through an experience in a foreign country, and they sometimes find the new cultural context quite liberating. On the other hand, they occasionally encounter new forms of prejudice and discrimination. It is important that participants of all races avoid projecting American assumptions and attitudes about race onto the host culture. For example, definitions of racial categories, if they exist at all, may be very different from those in the US.

It is difficult to generalize about the overt and covert levels of racism that may or may not exist in any given culture, or to predict what a particular student’s personal experience will be. It can be said that any experience abroad will be a combination of circumstances, attitude, and coping skills. Some study abroad offices have put together resources for students of color who are preparing to study abroad. You should contact your own study abroad office or a member of the LAC MSID staff for additional information.

Students going to a location related to their ethnic heritage might wish to examine critically their expectations in advance. If part of your reason for enrolling in MSID is to explore your own identity, be careful not to romanticize what you might find. Students often discover that local people perceive them much more in terms of their American identity than their racial or ethnic background. You may gain rich insights into your roots, but do not expect members of the host society to treat you as a returning brother or sister.

### Gender

Gender roles tend to be more rigidly defined in Ecuador, especially in rural areas, than they are today in the US. You may find that people respond quite differently to you depending on whether you are male or female. You may also observe a strongly gender-based division of labor in your homestay family or your agency. This sometimes challenges students’ cross-cultural understanding and skills. As in other areas, try to understand what is going on rather than to judge. It is all right to gently test the limits of gender roles—for example, if you are male to see what happens when you offer a couple of times to help with the dishes in your homestay, or if you are female to try to be more assertive than you observe among female colleagues in your agency—and be sensitive to the feedback you receive. Above all, resist any temptation to launch a one-person crusade to change things. For example, even if you feel that your homestay mother and sisters are “oppressed,” you will not be able to “liberate” them, and any attempt to do so could irreparably harm your relations with your family.

Many women experience “cat calls” and other forms of gender harassment while overseas. Be prepared in advance for this possibility and consider the following coping strategies: look straight ahead and keep walking; walk with a purpose and do not appear to be wandering without aim, walk quickly and with confidence; say “no” or “no, thank you” with conviction; consider wearing local attire to help you blend in (shawls, head scarves, etc. can reduce the possibility of intruders catching your eye and attention); develop a tough skin and do not take the matter personally; avoid walking alone or at night.

Cultural norms concerning relations between men and women, including dating, vary considerably among developing countries, and even from one region to another or between rural and urban settings. This topic will be included in your in-country orientation. When in doubt concerning what behavior is acceptable, consult with a Cimas staff member.

### Sexual Orientation

Attitudes toward sexuality are very traditional. People are generally intolerant of different sexual preferences, and strict taboos and laws against such relationships exist. We encourage you to find out how different sexual preferences are viewed overseas and where your support may exist, so that your time overseas can be as enriching as possible. Consult with the LAC staff for more information on gay, lesbian, bisexual, and transgender issues if you have any questions.

### Disabilities

Many of the disability accommodations or services that are provided at US universities may be different or unavailable overseas. Being in a new environment can also be stressful, and accommodations that you may not have needed at

home may become necessary in an unfamiliar setting. Participants with any kind of disability, whether apparent or non-apparent, should contact the LAC early in the process to discuss their particular needs. Students should plan to submit their Accommodations Request Form at least eight weeks before the start of the program. For more information, and to download the form, visit: [UMabroad.umn.edu/students/identity/disabilities](http://UMabroad.umn.edu/students/identity/disabilities).

## Diversity Among Program Participants

Whatever your own sexual orientation, gender, race, ethnicity, religious affiliation, or physical ability, keep in mind that you will be part of a diverse group. Some differences will be obvious or made known to you, others will not. Sensitivity to diversity within your own group will further enrich your experience abroad. Some of your most powerful learning experiences may revolve around differences within your group. Program participants also come from extremely varied academic backgrounds.

Be prepared to share your strengths and to draw on those of your classmates.



# Cultural Adjustment

## The On-Site Experience

What happens when you suddenly lose clues and symbols that orient you to situations in everyday life? What happens when facial expressions, gestures, and words are unfamiliar? The psychological discomfort and adjustment period in a foreign country is commonly known as culture shock or cultural adjustment.

You will almost certainly experience some form of culture shock. It might hit you after two days, two weeks, or two months—timing varies widely for different people. Six common phases of cultural adjustment are listed below. These may be out of order for you, one phase may last longer than another, or you may skip a step entirely.

**Initial Fascination:** On arrival, your surroundings seem glamorous and exotic. You feel like the focus of attention and activity.

**Initial Culture Shock:** The initial fascination and euphoria fade as you settle in and you enter an emotional decline.

**Surface Adjustment:** After the initial “down” (a few days to a few weeks for most), you begin to truly adjust and settle into your surroundings. Language skills begin to improve, and you’ll feel less fatigued. Often you’ll be forming a small group of friends at this stage as well.

**Feelings of Isolation:** Difficulties in your new culture seem

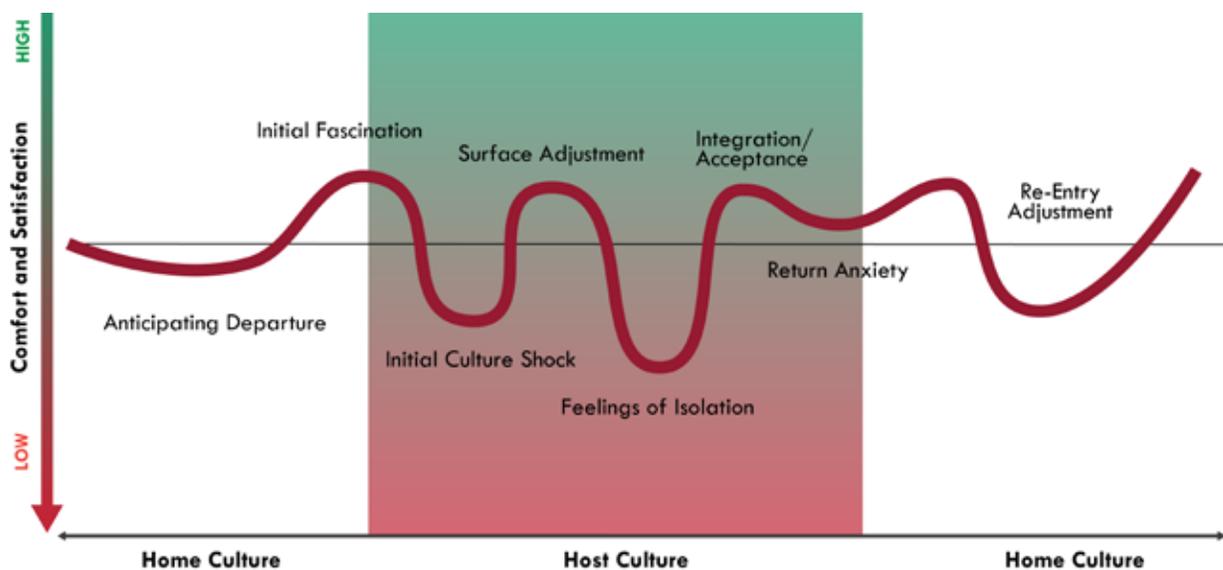
to stubbornly remain and you grow frustrated with the process. A sense of isolation sets in. Boredom and a lack of motivation often follow. Unresolved personal issues often surface during this stage.

**Integration/Acceptance:** After continued effort you find yourself more at ease with language, friends, and professional and academic interests. The culture you are living in is more easily examined. Differences between yourself and the society you live in become understandable and you come to accept both the situation and yourself in it, allowing you to relax and feel at home.

**Return Anxiety:** Just when you feel at home in the new country it’s time to go. Thoughts of leaving new friends raise anxiety similar to those felt before departure. You sense that you’ve changed as a person, and apprehension grows when you think about people at home who may not understand your new feelings and insights, yet you may feel guilty for wanting to stay.

When in any of the above phases, you may experience changes in sleeping habits, feelings of helplessness or hopelessness, loneliness, depression, unexplainable crying, placing blame for difficulties on the program or host culture, homesickness, getting angry easily, increase in physical ailments or pain, compulsive eating, or lack of appetite.

Other symptoms may manifest themselves as well. It is important to understand these are part of a normal process of adjustment; however, if uncomfortable feelings persist for extended periods or seem unbearable, seek assistance from your program’s on-site support staff.



Adjusted from Oberg (1960) and Gollahorn (1963)

### Cultural Adjustment Curve

## Looking Ahead

### Career Relevance

Learning abroad can help you develop and enhance intercultural competencies that are appealing to potential employers and graduate schools. Think about your academic and career goals before, during, and after your experience abroad. For more information, visit: [UMabroad.umn.edu/students/career-rel](http://UMabroad.umn.edu/students/career-rel).

### Re-Entry

Students often find that it is just as difficult, if not more difficult, to readjust to life in the US after studying abroad. You may find that your perspectives have changed significantly and that you may not connect with friends and family in the same way you did before going abroad. The LAC offers a variety of resources and opportunities to help you readjust to life in the US. For more information, visit: [UMabroad.umn.edu/students/process/reentry](http://UMabroad.umn.edu/students/process/reentry).

- Toiletries and over-the-counter medicine (these are available in Ecuador), but you may want to bring a small supply of toiletry items if you require a special type or brand
- Travel-size toiletries for weekend trips
- Aspirin or other painkiller
- Antacid (Tums, Pepto-Bismol, etc.)
- Sunscreen or sunblock (with high SPF)
- Contraceptives (condoms, birth control)
- Rolls of quarters and small bills (\$1s and \$5s)
- Sandals, and/or flip flops (for shower/beach)
- Tampons (expensive or unavailable in country)
- Fleece jacket or lining or lightweight sweater
- Small packages of tissue or toilet paper
- Sunglasses
- Umbrella/rain jacket

## Appendix

### Packing List

#### Necessary Items

- Comfortable, low-maintenance clothing. Bring clothing for both warm and cool weather.
- One or two nicer outfits for going out and more formal occasions
- Comfortable walking shoes
- Sweater, fleece, or sweatshirt (layering for high-altitude trips)
- Supply of prescription medication to last your entire stay

#### Recommended Items

- Camera, memory card, and batteries
- Small backpack for day trips and independent overnight excursions
- Alarm clock
- Reusable water bottle
- English/Spanish dictionary and "501 Spanish Verbs" book
- School supplies (notebooks, folders, notecards)

# STUDENT INDEPENDENT TRAVEL FORM

This form must be completed for all independent travel as indicated by the release and waiver you signed prior to participation. Failure to complete in full and submit prior to departure will be grounds for review and sanctions as outlined in the Policy on Student Conduct in Education Abroad Opportunities ([UMabroad.umn.edu/assets/files/PDFs/policies/rightsResponsibilities/Student\\_Conduct\\_17\\_web.pdf](http://UMabroad.umn.edu/assets/files/PDFs/policies/rightsResponsibilities/Student_Conduct_17_web.pdf)).

**Note:**

1. You are not allowed to travel to a country or region under US State Department Travel Advisory Levels 3 and 4 or a country or region not recognized by the US government (e.g., North Korea) without prior approval. A copy of the suspension committee approval is required with this form.
2. Independent travel should not interfere with academic work, classes, or events. On-site staff has the authority to deny travel due to such conflicts.
3. Failure to return on time may be subject to dismissal. Travel with your program contact details and keep the staff updated on any changes to your plans.

**Complete one form per student, per trip.**

Student name \_\_\_\_\_ Cell phone (if applicable) \_\_\_\_\_

Proposed destination(s) \_\_\_\_\_

Departure date \_\_\_\_\_ Return date \_\_\_\_\_

US emergency contact name, email, and phone number \_\_\_\_\_

Contact information while traveling (below):

Dates at this location	City and country	Name of hotel or host	Phone number	Email address

**Transportation Information:**

**Additional Information:**

**Signatures**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized On-Site Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

Acknowledge receipt: The form must be signed and dated by both the student and the authorized on-site staff person prior to travel and kept on file for the duration of program period.