

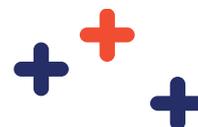


AUIP+

Program Handbook

auiip.com

+ New Zealand + Australia + Fiji + Antarctica



Updated: March 2023

Please note: All participants (students, faculty, other university staff, and any other accompanying individuals) on AUIP programs must familiarize themselves with and abide by the policies contained herein. This handbook can be found on the AUIP website.

American Universities International Programs Limited (AUIP)

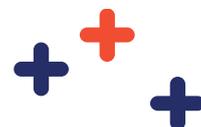
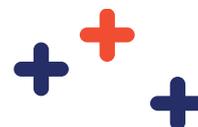


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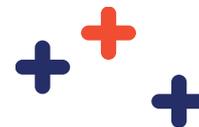
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Welcome from the AUIP team

AUIP (American Universities International Programs Limited) is pleased to welcome you to your study abroad program this year! To be eligible for our programs you must be a student of the institution that has contracted our services and remain a student throughout the program. AUIP does not provide course credit; our primary service is providing logistical support for your university on a contract basis. To make program arrangements, we do need some information from you and your institution. Your acceptance into the program is also conditional on your completing and signing a waiver form that will be supplied by your faculty leader or study abroad office. Please note that on the waiver form, you will acknowledge that you have read this handbook.



Hiking in New Zealand

It is important that you read the handbook because it contains information that will be helpful in planning for your program. We aim to provide you with the most up-to-date information available, to the best of our knowledge. However, as information may have changed since the handbook was produced, and there may be relevant topics not covered, it is essential that you do your own research on travel information, such as learning about your program destination and checking visa requirements. We also find that the more time you spend on planning and preparing for the experience, the more you get out of it!

If you have received a printed copy of this handbook, the latest digital version with hyperlinks is available at <https://auiip.com/students/pre-departure/>.

If you have any questions, please contact your faculty leader or your study abroad office.

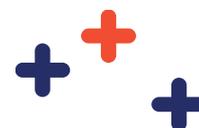
Welcome to the AUIP community! We wish you an amazing study abroad experience in the South Pacific.



About AUIP

Founded by faculty for faculty, AUIP has provided universities with experiential and academically rigorous short-term programs in the South Pacific since 1971. Based in Christchurch, New Zealand, we possess regional expertise for both travel and academics. We develop and execute programs in New Zealand, Australia, Fiji and Antarctica, and we have relationships with hundreds of local suppliers across these destinations. Our mission is to provide academic and logistics support for faculty-led programs in the South Pacific. We work with universities to develop experiential programs across disciplines that enrich students' lives during their studies and beyond. We encourage you to make the most of these opportunities, as they will equip you to engage globally, live sustainably, and work cross-culturally at home and abroad.

Address: P.O. Box 3771, Christchurch 8140, New Zealand
Telephone (NZ) +64.3.377.4644
E-mail: info@auip.com
Website: www.auip.com



Before Your Program Starts

You are about to embark on an active and educational journey! To help prepare you for your adventure, we've put together a timeline that summarizes key pre-departure steps. Remember to also complete any pre-departure tasks requested by your university, which may be specific to your institution.

Some of the material is found on the AUIP website and may be password protected:

Username: student

Password: littlekiwi

Immediately

When requested, sign your forms promptly and return to your faculty leader or study abroad office.

Form 1B: Waiver of Liability, Covenant Not to Sue and Indemnity

Form 2 (for Fiji students who have a homestay as part of their program): Fiji Village

Homestay Waiver and Assumption of Risk

Any other forms you are requested to complete

Inform your faculty leader in writing if:

You need special accommodations because of a documented disability

You have special dietary requirements or allergies

You have a medical condition that will affect your participation in some parts of the program

Check your passport and entry requirements

Your passport should be valid for six months after the end date of your program.

Begin the process immediately if you need to renew or apply for a passport for the first time. Information for US citizens:

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

Visas for US students:

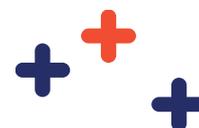
Check if you need a visa or whether there are other entry requirements for all countries you will be visiting

Consult US Department of the State Country Information Pages for requirement details (<https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages.html>) OR visit our website <https://aui.com/students/pre-departure/> for links to your specific country)

Get an Electronic Travel Authority (ETA) visa if you are traveling to Australia and/or New Zealand

See section below on entry requirements for our destinations

Visas for non-US students:



Check if you need a visa or whether there are other entry requirements for all countries you will be visiting

Consult with your local consulate to confirm visa and entry requirements

Check if you are eligible for an Electronic Travel Authority (ETA) visa if you are visiting Australia and/or New Zealand

This handbook does not contain specific details on entry requirements for non-US citizens. As with all participants, meeting any required entry requirements is your responsibility.

Eight Weeks Before Departure

Get a medical and dental check-up. If you are on any prescription medication, obtain a supply to last you the entire program.

Book a seat on your group flight, if applicable. AUIP's travel partner for group flights is StudentUniverse. Not all universities offer a group flight option, but if yours does there are lots of reasons to book a seat:

Travel with and get to know your group

Group transport when you arrive

Access a 24/7 assistance line

Get StudentUniverse's assistance with any additional flights you might need and be assured that these will link in with the group flight

How to book your group flight

Online: If your program is offering a group flight, you will be sent a link to the online booking portal for AUIP program participants where you will be able to create a login and making your booking.

Other important notes about group flights

Payment: you can pay in full when booking or put down a deposit and pay the balance before the final payment deadline. It's up to you to contact StudentUniverse and arrange payment before the deadline.

Deposits must be paid by the booking deadline set by StudentUniverse.

Book early because seats can sell out.

In the event you must withdraw from a program, notify StudentUniverse straightaway. They will confirm the cancellation policy of your ticket.

If you decide not to go on the group flight, or if your university does not offer one, you will need to book your travel independently. Make sure your arrival and departure times coincide exactly with the program itinerary, especially for any flights during the program. Note that all AUIP programs officially start and end in the host countries.

Four Weeks Before Departure

Register online with the US Department of State Smart Traveler Enrollment Program (STEP) at <https://step.state.gov/step/>. This service records information about your trip so that the Department of State can assist you in case of an emergency.



They will ask you for the name of a contact in the South Pacific, so use AUIP's name and contact details.

Read the US Department of State Country Information Pages:

<https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages.html> OR visit our website <https://auiop.com/students/pre-departure/> for links to your specific country

Check out our packing lists and ensure you have everything you will need. Find the lists for each of our South Pacific destinations at <https://auiop.com/students/pre-departure/>.



Local homestay in Fiji

Special Considerations for Some Programs

Antarctica

Tune in for the online lecture series that runs each week for four months during the fall semester. Check with your faculty leader for details.

Programs on Sustainability and the Environment

Some programs on sustainability and the environment are referred to as “AUIP Flagship Programs”; these are well-established programs developed over many years at AUIP. Some of these programs have:

Course Reading Packs: These include readings relevant to your program, a quiz, a travel guide, and assessment materials. Your faculty leader will tell you if you need to purchase a Course Reading Pack and when they are ready to order.

Pre-departure culture and geography quiz: some programs ask you to take this quiz before you depart. Your faculty leader will let you know if you need to complete this quiz, which is typically in your Course Reading Pack and due on the first day of the program (unless your faculty leader says otherwise).



Fiji

All students going to Fiji on an AUIP flagship program need to watch the Pre-Departure Lectures. You will need to watch these to be able to answer the questions in your pre-departure culture and geography quiz. They can be accessed at <https://auip.com/students/pre-departure/>.

Financial Aid

Financial aid is not available through AUIP, but may be through your university. Contact your financial aid or study abroad office as soon as possible to determine if your institution's aid will apply and if scholarships are available. Please speak to your financial aid or study abroad officer directly about your own specific circumstances and possible sources of funding for your program. Here are some other sources of information on financial aid for study abroad that you might want to consider:

Benjamin A. Gilman International Scholarship

<https://www.gilmanscholarship.org/>

Provides awards of up to \$5,000 for undergraduate students to study abroad. To be eligible students must be a Federal Pell Grant recipient.

Directories of Financial Aid and Scholarships for Study Abroad

Fastweb

www.fastweb.com

FinAid

www.finaid.org

StudyAbroad.com Financial Aid Info

www.studyabroad.com/forum/financial_aid.html

GoAbroad.com Scholarship Search

<https://www.goabroad.com/scholarships-abroad>

Institute of International Education

www.iie.org/

Recommended Reading

Some recommended reading before going abroad include:

Duke, Steven T. (2010). *Preparing to Study Abroad: Learning to Cross Cultures*. Sterling, Virginia: Stylus.

Storti, C. (2001). *The Art of Crossing Cultures (Second Ed.)*. Boston, MA: Nicholas Brealey Publishing.

During periods of free time (i.e., free days and time before or after the program or at the beginning or end of the day) be aware of the risks and personal responsibilities of independent travel. In addition to the US Department of the State Country Information Pages, the **Lonely Planet** travel guide series can help prepare you for your travels.



What to Expect

Program Structure and Pace

AUIP's programs blend classroom studies with experiential learning and travel. You will spend around 75% of your time in the field and traveling. Alongside academic activities, voluntary outdoor activities are built into the program as part of AUIP's experiential learning model. If you have concerns about any of the outdoor activities, contact your faculty leader as soon as possible and in advance of the activity itself. If you choose not to participate in any activity, you won't get a discount on the program fee, but faculty may be able to arrange ways for you to take part even if you aren't comfortable taking on the whole thing.

Expect to be very busy: we build in free days or half-days to engage with the local culture, complete academic assignments, and rest, but on all other days you can expect a full itinerary. Go to bed on time so you have plenty of energy.

Expect to travel a lot: to fit in the best travel and field experiences this sometimes means moving locations every day or two. See your program itinerary for more details. You will need to be flexible, work with other participants to help things move smoothly, and be accommodating to your peers. This is particularly relevant to Fiji where things often run on "island time" (things don't necessarily happen according to schedule).

Expect things to be different: supermarkets, ATM machines, appliances, restaurants, cell phone reception and wireless access may not be what you are used to.

Expect some jetlag: generally, it takes one day for every hour of time difference between your home and destination. Given the distance between the US and the South Pacific, this means it may take you over a week to get fully adjusted.

Expect to get to know your peers very well: you will spend most of your time together.

Expect some time in lectures, especially early in the program: background knowledge is usually built into the initial stages of the program.

Expect that travel has changed. With COVID-19 there are many additional considerations related to your health and safety as well entry and local requirements, which may change at any time. Remember to also read the supplemental document called "AUIP COVID-19 Guidelines and FAQ."

Roles and Responsibilities

The following people may play a role in your program. Here is a synopsis of what they are responsible for:

Faculty leader: responsible for the overall running of the program. Your faculty leader is your first port-of-call for all questions and matters of concern. They are responsible for grading and for health and safety.

Field guide (if applicable): responsible for cultural and academic interpretation in the field. Provides local expertise and may, in conjunction with your faculty leader, act as a resource to you as you work on your assignments.



Bus driver: responsible for transport and may, if your program does not have a guide, provide some cultural or local commentary on the places you visit.

Teaching assistant (if applicable): assists faculty as needed with day-to-day logistic and academic requirements.

AUIP staff (based in Christchurch, New Zealand): responsible for remote logistical support of the program and assisting on call in case of emergency. Not generally present in person.

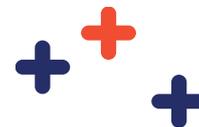
Climate

The climate of your destination(s) will vary depending on the time of year you are visiting, but it is best to be prepared for both sun and rain, cold and hot, and city and rural environments. Check the weather forecast for the country that you will be visiting and the typical temperatures for the time of year that you will be there. Remember that temperatures can change very quickly depending on how exposed you are to the elements. Packing lists for all destinations can be found on our website: <https://auip.com/students/pre-departure/>.

Antarctica

The AUIP Antarctica program begins in Ushuaia, Argentina, where you are likely to experience a range of conditions, including brisk, cold winds; intense sun with high UV levels making sunscreen essential, and rain or snow squalls in town or on program excursions. During your voyage to the Antarctic Peninsula, your warm ship quarters will be contrasted by cold temperatures on deck and during excursions. On shore, temperatures are typically 28 - 40°F. When viewing wildlife on deck, temperatures are rarely above 36°F and windy conditions are common. The average windspeeds produce a windchill that feels 8 - 10°F colder than the true air temperature, and windchills under gusty winds can feel 15 - 20°F colder than the true air temperature. While Antarctica is the driest continent on the planet, precipitation is not uncommon either in the form of rain or snow. Perhaps the most striking climatic feature of Antarctica during December is the number of daylight hours: days consist of around 21 hours of sunlight and 3 hours of twilight, with no complete darkness at all.





Australia: Queensland

Generally, Queensland is warm/hot all year around. However, the rural bushland can be cold at nights, though hot during the days. Average highs in Northeast Queensland during May – July range from 63 - 82°F with an average of ~4 inches of precipitation. Average temperatures in South Queensland range from 50 - 76°F. In December – January, Queensland is hot and humid with average temperatures in North Queensland of 76 - 89°F and South Queensland of 70 - 85°F.

Australia: Sydney

Sydney has a temperate climate with warm summers (December – January) and mild winters (May – July). Average highs during May – July range from 46 - 61°F with an average of ~4.5 inches of precipitation. In January, expect temperatures to range from about 67 - 80°F.

Australia: Melbourne

Melbourne has a temperate oceanic climate and is known for its changeable weather. Its changeable conditions are most pronounced during summer. It has average high temperatures during summer months (January and February) of 79°F and lows of 60°F, but it is known to have highs of up to 100°F and lows of under 50°F. During winter months (May – August), average highs range between 57 - 63°F, while average lows range between 45 - 50°F. Its rainfall averages at around 2 inches per month throughout the year.

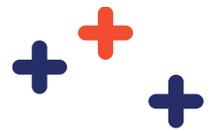
Fiji

It can rain a lot in Fiji, especially on the eastern side. Average highs in Nadi during May – July range from 65 - 86°F with an average of ~3 inches of precipitation per month. In March and April, average temperatures range between 69 - 87°F with an average of between 9 - 16 inches of precipitation.

New Zealand

It can rain a lot and be windy in New Zealand. Weather in New Zealand can be cold periodically all year round but expect it to be cold in late fall and winter (May – August). However, summer (December – February) is not guaranteed to be hot. During May – June the temperature in Christchurch, on the drier East coast of the South Island, ranges from 36 - 59°F with an average of about 2 inches of precipitation per month. During December – January the temperature in Christchurch ranges from 52° - 73°F with an average of about 1.8 inches of precipitation. Note that on the wetter West coast in Fox Glacier, monthly rainfall can be 10 - 15 inches.

On New Zealand's North Island, Auckland ranges from 50 - 60°F in May – June and 3 - 4 inches per month of rainfall. In December – January, expect temperatures from 60 - 73°F and 2 - 3 inches of rain per month.



Accommodation

AUIP coordinates programs that stay at a range of accommodations, including hostels, holiday parks, budget-style hotels, lodges, and permanent tent sites. In the South Pacific, hostels are of a high standard and are commonly used as a comfortable but student-friendly and affordable option for group travel. However, be prepared for communal bathrooms, bunk-bed style sleeping, and limited facilities. Most hostel and holiday park accommodations will have some cooking and laundry facilities, and most (but not all) will have internet access. When Wi-Fi is available note that it may be slower than you expect, that data usage may be limited, and that there may be a fee.

Practical Travel Matters

Insurance

AUIP requires that all students purchase overseas medical insurance to cover the entire program dates. Ask your institution how to enroll and what coverage they provide, as most universities have an institutional policy. Review the medical insurance policy coverage and exclusions so that you know exactly what is and is not covered by your insurance plan. You should especially take note of policies' coverage of pre-existing conditions. Then, if necessary, arrange for alternate appropriate health insurance before leaving the U.S.

For international travel AUIP also strongly recommends purchasing a comprehensive travel insurance policy as soon as you commit to the program and before you leave the US. Consider the full range of scenarios you would like the policy to cover, including but not limited to:

- Medical and hospitalization coverage
- Emergency evacuation
- Repatriation of remains
- Delay or loss of baggage coverage
- 24-hour emergency helpline
- Legal assistance and liability insurance
- Missed/cancelled flight insurance
- Financial insolvency of travel supplier
- Accidental death and dismemberment/life insurance
- Kidnapping and terrorism insurance
- Trip delay/cancellation coverage
- Cancel For Any Reason (CFAR) insurance

In the event you need to file a claim, you may need to pay for services and then file for a refund from the insurer, so be sure to keep all receipts and documentation. Always carry your insurance card with you.



Special note on Antarctica

The AUIP Antarctica program involves remote expedition travel with particularly unpredictable scenarios, so be sure to check that your insurance provider covers Antarctic cruising. As the financial commitment date is many months before the dates of travel, we strongly recommend that students and faculty traveling to Antarctica purchase comprehensive trip cancellation insurance with CFAR (cancel for any reason) coverage to apply in a full range of scenarios. Refunds cannot be made to those who do not complete the program for any reason whatsoever. If you do not purchase trip cancellation insurance, you may be required by your university to sign a waiver stating that you were advised to purchase trip cancellation insurance but chose not to do so.

Flights

For certain programs, group flights are offered through StudentUniverse. Advantages of booking a seat on a group flight include:

Travel with and get to know your group

Group transport when you arrive

Access a 24/7 assistance line

Get StudentUniverse's assistance with any additional flights you might need

How to book your group flight

Online:

If your program is offering a group flight, you will be sent a link to the online booking portal for AUIP program participants where you will be able to create a login and making your booking.

Other important notes about group flights

Payment: you can pay in full when booking or put down a deposit and pay the balance before the final payment deadline. It's up to you to contact StudentUniverse and arrange payment before the deadline.

Deposits must be paid by the booking deadline set by StudentUniverse.

Book early because seats can sell out.

In the event you must withdraw from a program, notify StudentUniverse straightaway.

If you decide not to go on the group flight, or if your university does not offer one, you will need to book your travel independently. Make sure your arrival and departure times coincide exactly with the program itinerary. Note that all programs start and end in the host countries.

Entry Requirements for U.S. Citizens

The following information pertains to U.S. citizens and is based on the latest information we have available. However, as requirements may change at any time, it is your responsibility to inquire with the relevant governmental authorities and meet any entry requirements for your nationality and destination(s). We recommend you look into the requirements immediately upon being accepted into your program.



Passport

If you are a U.S. citizen, you require a valid passport to certify your identity and citizenship. If you need to apply for one, do so early as the process can take several months. If you have a passport, make sure that it is valid for at least six months *after* your program ends, as this may be a requirement of entry for your destination country. It is essential that you bring your passport with you on your carry-on bag and keep it safe throughout the program. A lost passport during the program can result in a disruption of your experience and you will be responsible for any cost in traveling to a U.S. consulate and obtaining an emergency replacement. In case of a lost or stolen passport, pack a photocopy and/or digital photo of the photo page of your passport, and also share a copy with your emergency contact at home. See <https://travel.state.gov/content/travel/en/passports.html> for further information on U.S. passports.



Sydney Opera House

Antarctica

Argentina

You must have proof of a return flight ticket. See the supplemental 'AUIP COVID-19 Guidelines and FAQ' document for further information about entry requirements that may be in effect during your program.

Australia

You will need a Short Stay Visitor Electronic Travel Authority (ETA) to enter Australia as a tourist. An ETA entitles you to make multiple entries into Australia and to remain there for up to three months on any one entry. The ETA is an electronic approval that is tied to your passport number. While the visa is usually issued in a matter of days, some applicants are requested for additional information which can extend the processing time significantly. It is best to apply as soon as you have been accepted and your program is confirmed. Apply for the visa using the Australia ETA app and note that the steps include using your phone to scan your passport and take a photo of yourself. You will also need to pay a processing fee by credit card. Remember to check your email regularly for updates on the visa status, save the visa confirmation



when it comes through, and take the documentation with you on your journey. It is your responsibility to obtain this visa prior to departure. For full step by step instructions, go to <http://www.eta.immi.gov.au/ETAS3/etas>.

See the supplemental 'AUIP COVID-19 Guidelines and FAQ' document for further information about entry requirements that may be in effect during your program.

Fiji

U.S. citizens are required to have an onward airline ticket. Bring a printed flight confirmation to prove your departure date. See <http://www.fiji.travel/>

See the supplemental 'AUIP COVID-19 Guidelines and FAQ' document for further information about entry requirements that may be in effect during your program (e.g. vaccination).

New Zealand

New Zealand requires visitors from visa waiver countries such as the U.S. to obtain an Electronic Travel Authority (NZeTA) prior to departing for New Zealand. At the time of applying for the NZeTA, you will also be charged an International Visitor Conservation Tourism Levy. The NZeTA is electronically associated with the registrant's passport, so it is essential that all details submitted match the passport exactly. While processing times are generally quick, we recommend applying as soon as you have been accepted and your program is confirmed. Print and bring with you any confirmations received. To apply for an NZeTA and for up-to-date information on costs, please visit this link: <https://nzeta.immigration.govt.nz/>

See the supplemental 'AUIP COVID-19 Guidelines and FAQ' document for further information about entry requirements that may be in effect during your program.

Non-U.S. Citizens

You are responsible for checking the entry and visa requirements for your program destination(s) and obtaining all required documentation. If you have any questions, your local consulate is the best contact. Most importantly, start early! Visa application timeframes can vary widely and it is best to look into the requirements before confirming your participation.

Packing

The best thing you can do to set yourself up for an enjoyable travel experience is to pack light! You must be able to carry your luggage between destinations (through airports, on and off coaches, and to and from accommodations). Former students recommend a duffle-type bag with wheels and good straps or a large backpack or medium-sized suitcase. Plan for one bag/case weighing no more than 20kg/44lbs (maximum) and one daypack (for class and day hikes). Airlines in the South Pacific typically limit checked luggage to 20kg (about 44lbs) and carry-on bags to 7kg (about 15 lbs); anything more may incur a charge at the check-in counter. Avoid the largest suitcase sizes as they can be problematic: they are often overweight, overfill bus trailers, and may not fit into homestay family vehicles.



Follow the packing list for your program location(s) on our website:

<https://auip.com/students/pre-departure/>.

Keep in mind that there will be opportunities for you to do laundry along the way on most AUIP programs (excluding Antarctica where only a charged laundry service is available). When your faculty leader confirms the lodging for your program, look into the facilities available at the properties to make a laundry plan.

Carry your passport, visas, prescription medicine, glasses, money, and any program documentation in your carry-on luggage, and review the TSA requirements for what items must be checked in (www.tsa.gov) and what items are prohibited altogether. Note especially the rules for batteries (e.g. spare batteries, lithium batteries, and power banks) and liquids, aerosols, gels, creams, and pastes (limited to 3.4oz/100ml or smaller containers fitting into one single, quart-sized, clear, zippered plastic bag). In case of delayed or lost luggage, it is recommended that you bring the following items in your carry-on luggage: two sets of clothes (e.g. 2 x pair of socks, 2 x underwear, 2 x t-shirts, 1 x pair of shorts and/or long pants, 1 x warm layer), your hiking/walking boots/shoes (or wear these, as they are expensive and more difficult to buy), and any 'must have' toiletry and personal items.

When traveling, under no circumstances should you take anything from or hold anything for anyone who asks you to do so. Always keep a close eye on your bags.

Biosecurity

Note that countries in the South Pacific have strict biosecurity laws that will require you to declare any food, outdoor equipment, plant, and animal products, etc. you are carrying. There is an instant fine for goods found that have not been properly declared. Ensure all your outdoor equipment is clean to help avoid delays and potentially missing connecting flights. For further details, each country has helpful guidance online:

New Zealand: <https://www.mpi.govt.nz/biosecurity/>

Australia: <https://www.biosecurity.gov.au/>

Fiji: <https://www.baf.com.fj/traveling-to-fiji/>

Getting money while traveling

ATM or debit cards are generally the best way to get cash overseas. ATMs are widely available and most banks will give a favorable exchange rate without a commission. In Fiji, there are fewer ATM machines so you should carry some local currency; there will be ATMs at the airports when you arrive. An ATM or debit card is excellent for international travel because it allows you to withdraw money from your bank account in the currency of the host country. The transaction will automatically debit the money from your checking account at that day's exchange rate. Your bank probably charges a small transaction fee for using ATMs abroad. Be sure to call your



bank and check on the fees charged per transaction and to confirm that you can use your cards in the country of your destination. Some banks may also have partner banks abroad where this fee is waived. Cards with Visa, MasterCard, Cirrus or Plus signs are the most widely accepted; check the back of your card to know which system it belongs to. Make sure you know your PIN number(s)!

If you are traveling to Antarctica via Argentina, bringing the cash you will need for the few days in Ushuaia in U.S. dollars is recommended. Clean US\$50 or US\$100 bills receive the best exchange rate. Currency exchange is available at a number of locations in Ushuaia.

Credit cards are also very useful, especially for larger purchases, emergencies, and cash advances, (although there are usually high interest charges for cash advances). You will be billed in U.S. dollars on your statement, and sometimes you will see the foreign exchange conversion listed as well. Again, check with your bank for details on their currency conversion and international transaction fees. Make a note of the phone numbers on the back of your card so that you can call for assistance if needed or if it is lost or stolen. Toll-free numbers (1-800, 1-866, etc.) cannot be dialed from abroad, so make sure you note the number with a real area code listed for calls from abroad.

For all ATM, debit, and credit cards, set up a travel alert on your account before departing to reduce the chance that the bank will suspect fraudulent activity and put a hold on the card. This can be done through online banking portals or by calling the customer service number on the back of the cards.

Most importantly, ensure that you have more than one means of accessing funds, so that you have a backup (e.g. in case of loss or theft or if a hold is placed on an account).

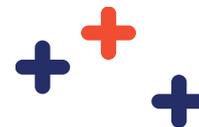
Budgeting

Managing your finances is one of the most important and challenging aspects of a successful and enjoyable experience abroad. You will need to learn to deal with a new currency, fluctuating exchange rates, and a different cost of living from what you are used to. Before you depart the U.S., become aware of the current exchange rates and recent fluctuations.

The AUIP program fees cover most of the costs of being in another country, but you will need to provide additional funds for personal expenses such as:

- Some meals (depending on program)
- Incidentals: laundry, wifi, phone calls, etc.
- Independent evenings out/free time outings
- Gifts and souvenirs

It is difficult to estimate how much money to budget for these things, as it depends on the exchange rate at the time and your personal spending habits. Past students tell us that you will spend as much money as you take! Work out a detailed weekly



budget that you think you can stick to. Check also that you have emergency funds available – just in case.

Planning for a Healthy Program

Pre-departure Medical Notes

Before your program, think about the factors that contribute to your physical and emotional wellbeing. Traveling abroad may affect your health, because so many factors of your daily health are related to your lifestyle and environment. Conversely, the state of your health will have a significant impact on the success and enjoyment of your trip! Here are a few important tips:

Have a medical and dental check-up before departure. This can help ensure that you are in good health and might prevent emergencies abroad.

If you take prescription medication, carry enough to last the entire trip as a well potential delayed return, but not more than 3 months' supply.

If you self-inject prescribed medication, you should carry needles and syringes (or EpiPen) with you.

Pack medications in their original containers.

Have a prescription or letter from your doctor (noting the generic names) in your carry-on, in case it is requested by customs officials.

Check if the medications you are bringing are controlled in your destination country and subject to more stringent requirements or prohibitions. Some medicinal products available in the U.S. cannot be brought with you to the South Pacific.

If you have a spare pair of prescription glasses or extra contact lenses, be sure to pack them.

If you expect to need regular medical care abroad, talk with your faculty leader or study abroad office immediately. AUIP can advise what medical facilities you might have access to for your itinerary. Note that many AUIP programs visit remote environments and may not be suitable.

If you have a medical condition with specific needs, bring a letter of introduction from your physician at home providing details of your care.

Store your physician's telephone number and contact details in a safe place and carry the number/details with you.

Not all over-the-counter medications are readily available in the South Pacific (e.g. Benadryl) and brand names differ, so pack a personal First Aid kit.



Swing Bridge, New Zealand

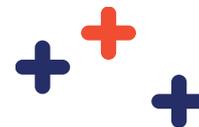
A visit to a local **Travel Medicine Clinic** will provide more specific information on the general health risks of travel, risks of contracting infectious diseases related to international travel, and methods of prevention. In addition, they will be able to provide you with any vaccinations or booster shots you may need for the countries you intend to visit. Appointments are generally necessary and program participants are advised to schedule an initial consultation at least six weeks prior to departure to allow enough time to receive any necessary vaccinations and/or boosters. Additionally, review the supplemental **AUIP COVID-19 Guidelines and FAQ** document, provided by your faculty leader, for further information about COVID-19 vaccination recommendations and requirements for your program.

The U.S. **Centers for Disease Control and Prevention** (CDC) maintains up-to-date information on health and vaccination requirements for all countries. Visit www.cdc.gov/travel for additional information on specific infectious diseases including COVID-19 and for more detailed country-specific information on vaccinations you are likely to need. For information about outbreaks of infectious diseases abroad, you may also consult the World Health Organization's website at www.who.int.

We recommend every participant **pack and carry a personal medical kit**. Useful items to pack include but are not limited to: band-aids, antihistamine (Benadryl), anti-diarrhea medication, antibacterial ointment, disinfectant, tweezers, insect repellent, sunscreen lotion, pain reliever, Dramamine (for motion sickness), safety pins, blister pads, and a compression (ACE) bandage. The Red Cross (www.redcross.org) is a good resource for First Aid supplies and training courses. See also the supplemental 'AUIP COVID-19 Guidelines and FAQ' document for the latest list of what COVID-19-related items you should include in your kit.

Special note on COVID-19

Health information, policies and requirements related to COVID-19 continue to evolve. To ensure you receive the most up-to-date information that we have available, we have prepared a separate 'AUIP COVID-19 Guidelines and FAQ' document which



your faculty leader or study abroad coordinator will share with you. It is essential that you review this document as well and comply with all university, AUIP, governmental, and accommodation and activity provider requirements related to COVID-19 and that you understand that your program experience may be disrupted due to COVID-19 cases or protocols.

Special note on Antarctica

Seasickness is something to consider carefully before heading to Antarctica. The waves in the Southern Ocean, especially in the Drake Passage, can be rough and you will be quite fortunate if you don't experience seasickness. There are a range of prevention and management options available including but not limited to the scopolamine patch (prescription), motion sickness medications (such as Dramamine), ginger (herbal remedy), and pressure point wrist bands (non-pharmaceutical). Visit your physician well in advance of the program to discuss and obtain seasickness medication along with any medications you might need during the program. The Expedition Staff on your voyage will also be happy to share tips for minimizing seasickness, such as getting fresh air, staying above deck, and looking at the horizon. Staying well hydrated and replacing fluids and electrolytes is essential to avoid dehydration. While there will be a medical staff person on board, it is important to not underestimate the remoteness of this voyage and the lack of access to medical care.

Special Note on Fiji

Gastrointestinal distress and dehydration are a risk in Fiji, and it is recommended that you do not drink or brush your teeth with tap water and that you drink bottled water regularly and throughout the program in order to stay hydrated. Fiji is currently malaria-free but does have some mosquito-borne diseases, especially dengue fever. Furthermore, local mosquito transmission of Zika virus has been reported in Fiji and the CDC advocates practicing enhanced precautions. Please visit <http://wwwnc.cdc.gov/travel/notices/alert/zika-virus-fiji> for more information on the Zika virus in Fiji. It is recommended that you at all times wear a mosquito repellent containing DEET and wear long sleeves especially in the early evening. The influenza ("the flu") does not have a definitive season in tropical areas. A flu shot is recommended before going, even if you had a flu shot the previous winter.

Because of risk of ciguatera food poisoning it is recommended you do not eat some species of reef fish, such as snapper, barracuda, and grouper.

Health and Safety Guidelines

The following health and safety guidelines are adapted from the NAFSA Association of International Educators' 2003 "Good Practices for Health and Safety". In study abroad, as in other settings, participants can have a major impact on their own health and safety abroad through the decisions they make before and during the program, and by their day-to-day choices and behaviors.

We expect that all participants will:



- Read and carefully consider all materials issued by AUIP that relate to safety, health, legal, environmental, political, cultural, and religious conditions in host countries.
- Consider their health and other personal circumstances when accepting a place in a program.
- Make available to the institution and to AUIP accurate and complete physical and mental health information and any other personal data that is necessary in planning for a safe and healthy study abroad experience.
- Assume responsibility for all the elements necessary for their personal preparation for the program and participate fully in orientations and activity briefings.
- Understand your overseas health insurance coverage, typically arranged through your home institution, and how to use the policy. Carry proof of insurance at all times.
- Inform parents/guardians/families, and any others who may need to know, about their participation in the study abroad program, provide them with emergency contact information, and keep them informed on an ongoing basis.
- Understand and comply with the terms of participation, codes of conduct, and emergency procedures of the program and your home institution, and obey host-country laws.
- Be aware of local conditions and customs that may present health or safety risks when making daily choices and decisions. Promptly express any health or safety concerns to the program faculty or other appropriate individuals.
- Behave in a manner that is respectful of the rights and well-being of others.
- Accept responsibility for their own decisions and actions.
- Carry their AUIP-provided Emergency Card throughout the program, which contains information on local emergency health and law enforcement services.
- Communicate to their faculty leader their whereabouts and well-being.
- Review and discuss with their parents/guardians/families the range of aspects of participants' overseas experiences that are beyond AUIP's control, as described in the AUIP Student Waiver of Liability.

Health and Safety Travel Tips

This section contains some tips for staying healthy and safe while abroad. It is important to implement these practices as illness or incidents can have a serious impact on the quality of your study abroad experience. You have a limited number of days and will want to get the most of the experience as possible.

Eating healthy foods, drinking purified water, sleeping properly, and wearing sunscreen and insect repellent will be the best course of action to keep you healthy. In most cases, health and safety conditions in New Zealand and Australia are similar to those in the U.S. Fiji is free of many of the more virulent tropical diseases and pests, but preventive measures against insect bites and food and water-borne illnesses are necessary. In Antarctica, there will be a medical staff person on board the ship as well as a good supply of healthy food options, and very few known insects and diseases



that pose a threat to humans. The ship's crew will provide a safety briefing when on board.

Always be aware of the dangers and responsibilities of travel. Traveling may give you a new sense of freedom and a false sense of how secure your new environment really is. It is therefore important to be aware of your environment and take necessary measures to ensure your safety at all times. Use the buddy system and never go out alone at night. You will also be using a variety of public modes of transportation and you may not be aware of local rules (e.g. where it is safe to walk, swim, hike, etc.). Risks associated with areas of high crime, night travel, swimming in oceans, rivers and other waterways, driving motorized vehicles, overindulgence in alcohol and drugs, etc. exist everywhere. Consider storing passports and other essential items in hotel/hostel safe boxes, taking care to not forget them when checking out. Carry some form of ID with you at all times, along with your insurance information and AUIP Emergency Card. Be aware that the programs travel to some remote locations, where there is no immediate emergency medical facility available, so take advantage of medical facilities if needed while in urban areas. This is especially true for Antarctica, where the vessel may be a two-day sail from Argentina.

During your program, adopt personal hygiene practices that will inhibit the spread of colds and flus, as well as more serious illnesses such as H1N1 (swine flu) and Covid-19. These practices include, regular handwashing (for 20 seconds with soap and warm water), covering your mouth and nose when coughing or sneezing, wearing a mask, and practicing physical distancing.

Exercise the same precautions you would as a tourist in any U.S. city or town but also be aware that the cues you may typically exercise in places that you are familiar with will likely be very different in unfamiliar places. Be aware of local laws; always remember that you are in a foreign country and that the rules and regulations that exist in the U.S. may not apply. Most incidents resulting in injury or death of students while abroad involve:

Travel/traffic accidents (vehicles travel on the left-hand side of the road in Australia, Fiji, and New Zealand). **Look both ways (twice) before crossing the street and cross only at designated crosswalks.**

Influence of alcohol. **Drinking impairs your awareness and decision-making even at low levels and overconsumption can lead to dangerous blood alcohol levels.**

Use of drugs. **Drug penalties abroad may be severe and harsh and often there is very little that the U.S. consulate can do to get you out of jail.**

Sexual harassment and assault.

Crime/petty theft.

Mental health issues/stress.

Diseases and illnesses that exist in the host country.



Snorkelling in the Great Barrier Reef, Queensland, Australia

Common Ailments

Sunburn

Burn times in the Southern hemisphere are far, far shorter than in the U.S. due to higher UV radiation levels, and can even occur on cloudy days. It is highly recommended you apply 50+ SPF sunscreen 20 minutes before going outside and reapply every two hours. Cover up with clothing layers when possible. Wear a hat and sunglasses at all times while in the sun. As with all hot climates, remember to also keep hydrated.

Stomach Trouble

As you travel from place to place, you will be eating new foods, enjoying meals in many different places, and will often be using public toilets. The health problem you are most likely to encounter is an upset stomach. To reduce this, we recommend the following:

Wash hands thoroughly and regularly with soap and water.

Use a hand sanitizer as well as (not instead of) washing with soap and water.

The most at-risk foods include raw foods of animal origins and raw fruits and vegetables. In Fiji there are additional risks with foods. Do not eat fruits or vegetables unless they have been peeled or cooked. Avoid cooked foods that are no longer piping hot. Cooked foods that have been left at room temperature are particularly hazardous. Avoid unpasteurized milk and any products that might have been made from unpasteurized milk, such as ice cream. Avoid food and beverages obtained from street vendors. Do not eat raw or undercooked meat or fish. Some types of fish may contain poisonous biotoxins even when cooked. Barracuda in particular should never be eaten. Other fish that may contain toxins include red snapper, grouper, amberjack, sea bass, and tropical reef fish.

In Fiji you may hear that it is OK to drink the tap water. However, stomach upsets can wreck a short trip; we therefore recommend that you do not drink tap water



unless it has been boiled, filtered, or chemically disinfected, or use bottled water. Do not have drinks with ice, and do not brush your teeth with untreated tap water. Similar precautions are recommended for your comfort in Argentina.

Common symptoms of food-borne illness include nausea, vomiting, abdominal cramps, and diarrhea. Usually the best first response is to limit food intake and focus on oral rehydration with clean water, clear liquids, and especially oral rehydration salts, which are often beneficial to replace lost fluids and electrolytes. Most diarrheas do not require antibiotics, but in all cases rehydration is necessary. Seek medical care if needed.

Insect Bites

Insect-borne disease is a problem in tropical regions, including Fiji and northern Queensland. In Fiji, the main risk is dengue fever, which is more likely to be contracted in urban areas and from bites during the daytime. To avoid bites, wear long sleeves, long pants, hats, and shoes (rather than sandals). Apply insect repellents containing at least 25-35% DEET to clothing and exposed skin (but not to the eyes, mouth, or open wounds). Don't sleep with the window open unless there is a screen. If sleeping outdoors or in accommodations that allow entry of mosquitoes, use a net, preferably treated with insect repellent, edges tucked in under the mattress.

Animal Bites

Australia, New Zealand, and Fiji are rabies free. If an animal bites or scratches you, clean the wound with lots of soap and water, and get to a clinic as soon as possible.

Snake Bites

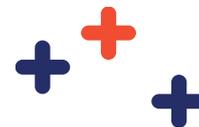
In Australia and Fiji avoid all snakes. If bitten, pressure-wrap and immobilize the wound. Seek medical treatment immediately. There are no known snakes in New Zealand and Antarctica.

Jetlag

Some helpful ways to counteract jet lag include getting plenty of rest, eating healthy food, drinking plenty of water, avoiding caffeine and alcohol, getting some moderate exercise and wearing loose, comfortable clothing.

Culture Shock

Culture shock is a typical phenomenon that happens to all travelers who venture to a new culture and country for an extended period of time. You may experience confusing emotional highs and lows, feel anxious, impatient, bewildered, and depressed at times; some amount of anxiety and stress is a natural part of intercultural transitions and being in unfamiliar surroundings. Remember to keep a positive attitude, support and encourage each other, and take good care of yourself, both emotionally and physically.



Physical and Outdoor Activities

Physical Activities

AUIP programs often involve activities that may be physically challenging for some students (e.g. kayaking, hiking, and snorkeling). Even city-based programs involve moderate exercise, with walking times of up to 20 to 30 minutes to and from program activities. Past participants have recommended building up walking fitness in advance of programs.

If you have any doubts about your abilities, or if you feel uncomfortable about participating in any program activity, please consult your faculty leader at the earliest possible convenience. Participants must take responsibility for their own actions and for preparing themselves adequately for all outdoor activities.

Safety Outdoors

Many AUIP programs provide opportunities for hiking and water-based activities such as kayaking, trail hiking, and open-ocean snorkeling. Water and the bush can both be dangerous. In New Zealand and Antarctica, the main dangers in the water are cold causing hypothermia and drowning. In Australia and Fiji, the main issues are dangerous creatures and drowning. Numerous other hazards exist, so it is essential that you listen carefully to activity safety briefings, read all itinerary notes, and follow all provided risk management guidance for your program.

On your free time, you are responsible for your own safety and well-being. We strongly discourage you from engaging in any activities that may be potentially dangerous to individual or group safety. These include but are not limited to bungee jumping, skiing, sky diving, mountain climbing, contact sports, paragliding, parachuting, mountain biking, scuba diving, driving a motorized vehicle, hitchhiking, hang gliding, riding in private airplanes, ice climbing, technical climbing, white-water sports, and swimming where there are strong currents. Check with your insurance provider to determine your level of coverage for such activities. Health insurance provided through your institution will typically not cover high-risk activities. **If you participate in such high-risk activities, you do so at your own risk.**

While not a comprehensive list, here are a few safety guidelines to begin familiarizing yourself with some of the potential hazards that exist in the South Pacific:

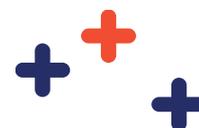
At the beach and in the ocean

If you are not a competent swimmer, we highly recommend you do not swim in the ocean or other bodies of water during the program.

In Australia, particularly consider the risks associated with crocodiles, stingers (jellyfish), and other freshwater/saltwater inhabitants.

Swim only on patrolled beaches, between the red and yellow flags. Swim with at least one buddy.

Read and obey safety signs. If you are unsure of conditions, ask a lifesaver or someone in charge of beach activities.



Don't swim under the influence of alcohol or other drugs. Don't run and dive in the water.

Check before you enter the water as conditions change regularly.

If you get into trouble, stay calm, signal for help by raising your arm, float, and wait for assistance.

Float with a rip tide while signalling for help. Don't swim against it.

Never swim against a current, swim diagonally across it.

Swim along the coast, not away from it.

At the beach use a high protective factor sunscreen, wear a long-sleeve shirt and broad brimmed hat.

Do not touch anything washed up in a beach unless you know it is safe!

At inland waterholes, springs, or rivers

Don't run and dive into water; it may be shallow or there may be submerged objects to snag you.

In hot springs, never put your head underwater or splash others due to the risk of amoebic meningitis.

In areas of suspected crocodilian habitat - Crocodilian Safety

Keep a look out for crocodiles at all times, and if one is spotted, stay out of and away from the water.

Observe warning signs and only swim in designated areas.

Be aware that a lack of warning signs does not indicate safe swimming.

Do not walk at the water's edge, or wade in shallow water.

Be aware that crocodiles live in both fresh water and salt water.

Do not lean over the water from boats, overhanging banks, or trees in areas of crocodilian activity.

Populations of crocodiles are on the rise, so risk is increasing.

When snorkeling

Do not touch or stand or walk or rest on any coral or sea animal. It not only harms them, but in Australia and Fiji many may also harm you – some seriously.

Wear a life jacket if you are not a confident swimmer.

Snorkeling is a buddy sport. You help your buddy; s/he helps you. Stick together.

Never turn your back on the ocean where there are waves.

Always observe surf, current, wave sets, and surge on reefs/rocks.

Enter and exit from a sandy beach area.

Wear a wet suit when the water is cold.

When reef walking

Wear protective footwear at all times.

Do not touch anything, or rest on coral at any time. Many toxic animals live on the reef flat or intertidal area, including cone shells, stinging hydroids and corals, and stone fish.



On-board boats

Know the location of survival rafts, life vests, and life preservers.

Wear appropriate footwear.

Do not consume alcohol before a boat-based activity, even the night before.

Pay close attention to all safety instruction.

If you go for an unexpected swim, remember: don't panic. Conserve your energy. If possible, use a current to your advantage: angle yourself toward safety and let the water do the work.



Seal colony, New Zealand

When hiking

Stay on trails.

Wear sturdy, closed-toe shoes and take a hat, sunglasses, sunscreen, flashlight, whistle, food, and plenty of water. A personal locator beacon is a must for hikes of more than four hours.

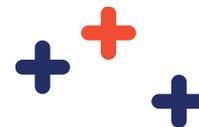
Wear layers of wicking, non-cotton fabrics that dry quickly.

Do not wear jeans unless instructed for snakebite protection.

Carry a first aid kit.

Be prepared with rain gear, warm layers, and a hat and gloves for dramatic and sudden weather changes. Hypothermia is the main danger in the New Zealand bush; heat is the main danger in the Australian outback.

If hiking on your own, take a map and compass, always be with a buddy, and leave information about where you are going and your expected return time with a trusted person.



During Your Program

Contacting Home While Abroad

Occasionally, you may be out of touch with friends and family because some programs travel to isolated places. Usually, though, you will be able to phone or email your parents, family, and friends regularly.

Cell phones

Cell phones are the most convenient way of staying in touch but can also be expensive. Check roaming fees and international plan options with your service provider prior to your program. Alternatively, you may wish to purchase a SIM card for the country you'll be visiting on arrival. However, be aware that many American cell phones are "locked" to your phone company, meaning that you cannot simply remove the SIM card and replace it with one. If you plan to switch SIM cards, you'll need a phone that is unlocked.

Internet

Emailing and/or messaging via social media and apps like Skype and WhatsApp are a good way to keep in touch with family and friends at home, but you may not have WIFI or cell service at remote locations. Many accommodations provide WIFI access, but there is often a fee, slow speed, or a data limit. Once you leave the major cities in Fiji, expect minimal internet access. While there is WIFI available on the Antarctica program voyage, the cost is extremely high, so it is best to take instead the opportunity to disconnect and engage with every moment of this once-in-a-lifetime expedition.

Making Calls

To dial the U.S. from the South Pacific, you'll need to dial the International Access Code used in the country where you are, followed by the country code for the United States (1), followed by the area code and 7-digit number you wish to reach. **For example:** 00 + 1 + area code + 7-digit phone number.

Access codes:

Argentina: 00

Australia: 0011

Fiji: 00

New Zealand: 00

When dialling from a cell phone, the International Access code can simply be replaced by using the "+" symbol.

To call other countries from within the U.S, dial 011 + country code + number (without the first zero).

Country Codes



Argentina - 54
Australia - 61
Fiji - 679
New Zealand - 64

Remember to check the time difference before you start calling overseas!

Post/Mail

Postal services are available but delivery will be slow (as much as a few weeks). Post Offices/Post Shops are located conveniently in all major towns. If your Antarctic voyage stops in Port Lockroy, you may even have the chance to see a postcard from our southernmost continent!



Wet Tropics, North Queensland, Australia

Health and Safety

Harassment and Assault

Program participants are encouraged to review and practice safety measures designed to reduce the risk of harassment or prevent assault. This includes the following 4-pronged approach to prevent unwanted advances:

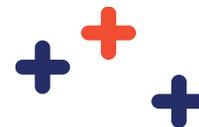
Alertness (be aware of the facts about rape and other sexual assaults).

Prevention (making your surroundings more secure against an attack or unwanted advances and use bystander intervention techniques to consider the safety of others in your group).

Precaution (avoiding an attack or unwanted advances by placing yourself in a less vulnerable circumstance, especially by avoiding alcohol consumption).

Preparation (how to defend yourself against an attack and what to do if you are attacked).

Please be aware that cultural norms surrounding gender, sexuality, and expectations related to this can differ greatly from the U.S., and behaviors that might be appropriate in one culture may be inappropriate in another. Take time to educate



yourself about gender norms, appropriate dress, local laws that relate to sexual harassment and sexual violence, and ways that your behavior might be interpreted differently. Make informed decisions about where you choose to go and with whom you interact, being sure to observe the customs of local people and how they handle themselves. Modify your behavior where necessary to demonstrate respect and observance of local custom and culture. It is also important to know your personal boundaries before traveling abroad.

In instances of sexual harassment or assault be clear and direct in your communication (both verbal and non-verbal). If you or another participant experience sexual harassment or assault of any kind, do not hesitate to seek local assistance immediately and other sources of support. Use the contacts provided on your Emergency Card to reach confidential counseling, speak with your faculty leader, call the emergency contact at your home institution, or reach out to AUIP staff at the earliest possible convenience. The U.S. Consular Services team can also assist American citizens in this type of event. If you are unable to find sufficient support in-country, or for another point of confidential advising, please access help through your home university sexual assault and prevention services staff. Note that your faculty leader and most university and AUIP staff are obligated to report incidents of sexual harassment or assault under Title IX federal requirements.

Mental Health

Study abroad is not a vacation for mental (or physical) issues. Indeed, studying abroad can add more stress and exacerbate issues resulting from feelings of loneliness (separation from friends and family), culture shock, travel, long distance relationships, new relationships, and adjusting to a new culture/environment. It is important that you continue taking your regular medications consistently while abroad as directed by your doctor and speak with your faculty leader if you have concerns during the program.

Foreign Laws

Laws in countries outside of the United States may be very different to what you are used to. You must obey all the laws of your destination country and that of any other countries to which you travel/visit and this requires that you familiarize yourself with those laws before traveling. The U.S. Consular Information Sheets (see <https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages.html>) are a good starting point for information on the legal systems of the program countries. Remember, most study abroad students who break laws do so unintentionally and often this is associated with alcohol misuse and related misbehavior. For many reasons, it is important to remain sober throughout the study abroad program.

Disabilities

If you have a disability that requires special accommodation or other assistance, notify your faculty leader or study abroad office right away, and by no later than one week before the closing date of applications for the program. AUIP will make every



effort to arrange reasonable accommodations but cannot guarantee that all needs can be accommodated. Students should also follow the protocols of the disability services office at their home institution.

Academic Expectations

Attendance

Punctual attendance at all scheduled, program-related activities is required. Participation in field activities (such as hiking, snorkeling, swimming, kayaking, etc.) is voluntary; speak with your faculty leader in advance if you are uncomfortable with an activity on the itinerary. Any unexcused absences or continued late arrival to program activities may be grounds for dismissal from the program.

Academic Honesty

AUIP expects all students to promote academic honesty and personal integrity by adhering to their own university's academic policies.

Conduct Expectations

Please refer to your university's guidelines and policies on appropriate conduct during study abroad programs. All students are under the code of conduct of their own university while on the program. The following AUIP expectations are supplementary to your own institution's guidelines and policies.

Behavioral Policy

During program activities, no student is to leave the group without the consent of the faculty leader.

It is your responsibility to be on time for all activities as per your itinerary or as advised by your faculty.

Students will not engage in behavior that disrupts the learning of or infringes upon the rights of another person.

Abuse, harassment or conduct that endangers the health or safety of another person will not be tolerated and may be grounds for dismissal from the program.

Students who fail to comply with directions of program faculty, AUIP staff or law enforcement officers, or who fail to identify themselves when requested to do so may be grounds for dismissal from the program.

No guests or visitors outside of the program are permitted in program accommodations or on chartered program transportation.

No student shall take the property of any program suppliers or items belonging to other program participants. Students are financially responsible for any loss or damage of others' property, including the cost of damage to or replacement of program accommodation facilities and amenities.

Smoking is prohibited during program activities. Please adhere to local smoking regulations and policies of suppliers.



Exploring Icebergs, Antarctica

Alcohol and Other Drug-Related Policies

AUIP prohibits possession or consumption of alcoholic beverages by those under the legal drinking age and prohibits making alcoholic beverages available to persons under the legal drinking age. AUIP expects those who choose to use alcohol to do so responsibly. Students must be aware that alcohol can impair judgment and can make one more vulnerable to crime and accidents while in unfamiliar surroundings. All program participants are prohibited from illegal possession and misuse of drugs. Non-compliance with any of these conduct regulations shall result in the dismissal of the student from the program.

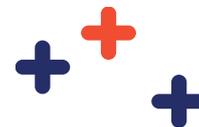
AUIP policy prohibits:

- Use, possession, distribution, sale or purchase of alcoholic beverages except as permitted by law.
- Provision of alcohol to any person in a state of noticeable intoxication.
- Disruptive or disorderly conduct under the influence of alcohol and/or other drugs.
- Use, possession, or distribution of illegal drugs or misuse of controlled drugs.
- Carriage of alcohol on any form of group transport (e.g. bus, train, ferry, boat, or airplane), either in the seating area or in the luggage compartment.
- Possession and consumption of alcohol in rooms or accommodations other than alcohol provided in restaurants or bars on the premises.

In addition to understanding and following the alcohol policy of the home institution AUIP policy strongly recommends:

No alcohol be consumed until after the last program event of the day, when the faculty leader announces that program time is finished, and students are on free time.

Note: Wine and beer tasting as part of a program event is permissible if the student is of legal drinking age, drinks responsibly, and chooses to do so voluntarily.



Discrimination and Harassment Policies

AUIP believes in creating a fair and respectful environment on all of its programs. Every program participant (faculty, students and staff) has the right to be free from discrimination, harassment, unwanted physical contact and sexual misconduct while on a program. Discrimination is not tolerated, including harassment, on the basis of race, color, religion, national or ethnic origin, sex, sexual orientation, age, disability, or veteran's status in all its educational programs and activities, and with regard to employment.

Unwelcome sexual advances, requests for sexual favors, or other unwanted verbal or physical conduct of a sexual nature may constitute sexual misconduct. Forms of sexual misconduct include but are not limited to physical assault with sexual intent or sexual contact without consent.

Any program participant who is concerned about discrimination or harassment should contact a faculty member, AUIP or an appropriate contact on your emergency card. Any report will be investigated fully and confidentially in partnership with your home institution. Appropriate disciplinary actions may be taken, up to and including dismissal.

Housing Policies

Students will remain in program-sponsored accommodations throughout the program and are not permitted to switch rooms without prior approval of faculty or to upgrade/purchase other rooms either in the same accommodations or at a different accommodation. Refer to program-specific itineraries for accommodation details.

Some AUIP programs have a homestay. Please refer to the "Purpose of the Homestay" and the "Fiji Village Homestay Etiquette and Guidelines (for Fiji students only)" information at the rear of this Handbook.

Social Media Policy

AUIP recognizes the centrality that social media has in enabling communication with universities, students, faculty, staff, and the wider general public. We actively encourage the use of social media to make connections and assist in creating an online community that reflects your experiences while on a study abroad program with AUIP. Please like us on Facebook, Instagram and Twitter, and use the following tags and/or hashtags: @AUIPStudyAbroad, #AUIPStudyAbroad. Please also use your university-specific and study abroad office hashtags also. Your faculty and/or study abroad office staff will make you aware of these.

However, there are also risks and responsibilities associated with the use of social media. You are personally responsible for your social media communications. Please read your social media platform's privacy policy to gain an understanding of how the digital content is stored, who will have access to this content, and how this content will be used.



AUIP requires that all individuals traveling on an AUIP program comply with the following guidelines. These guidelines apply to members of AUIP's and partnering universities' social media community, including, but not limited to, students, faculty, staff, partners and dependents of faculty, staff, AUIP staff, and members of the wider community when directly or indirectly referencing AUIP and/or any AUIP study abroad program.

AUIP Guidelines for social media use:

Be aware of your privacy settings but know that even if a post is deleted it may still be visible. Once you have shared something publicly, it is more difficult to retain control over who sees it.

Consider who may see your post. Do not in any way bully or intimidate other people with content shared on social media. Please don't use hateful, discriminatory, abusive, or prejudiced language towards any individual, group, community or culture. Similarly, please don't use ethnic or racial slurs, illegal content, or nudity/pornography in any of your social media.

Any social media content should refrain from portraying drinking or partying in a glorified manner.

If there is a health or safety emergency/event of any kind (regardless of the severity) remember that social media platforms are not appropriate places to convey this information. If you require assistance or the event requires reporting, please follow the emergency action plans and contact procedures provided by your university and AUIP.

Be sure to seek consent from the program participants in your photographs or video prior to uploading their images to social media. If someone does not give their consent, please respect their decision.

Do not use AUIP's name (or that of its employees and representatives), brand or logo in a manner that may cause damage or injury to AUIP, including without limitation, damage to AUIP's reputation or the reputation of AUIP's employees and representatives.



Final Thoughts

Thank you for taking the time to read this Program Handbook. As you get ready to pack your suitcase, remember to check our packing lists here:

<https://auip.com/students/pre-departure/>.

You will probably want to tell everyone about your trip through your social media networks! Please remember to use our hashtags (@AUIPStudyAbroad, #AUIPStudyAbroad).

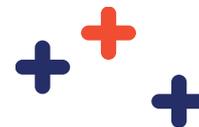
A study abroad program also looks great on your resume as it shows your cross-cultural experience and demonstrates a willingness to embrace the new. Make sure you list your program and what skills you learned to stand out!

You may also like to consider getting involved with AUIP after your program ends. We have opportunities for internships, on-campus outreach, posting on our blog and contributing social media content. See <https://auip.com/students/get-involved/> for more information.

Finally, we hope you have a wonderful study abroad program. Previous students have described their experiences as “life-changing” and “inspiring”, and others have used their study abroad program in one way or another to kick-start exciting careers. Have a marvellous time as you learn, make new friends and experience this beautiful part of the one world we all share.



Local Village, Fiji



Appendix A: Fiji Village Homestay Etiquette and Guidelines

All students participating in the Fiji program should be aware of, and comply with, the following etiquette and guidelines during their village homestay. These guidelines have been prepared by the villagers themselves so do not feel embarrassed to raise any of the issues (or concerns that you may have) with your host family.

Most importantly, the village wants you to know that by being accepted into their home (after the sevusevu ceremony) you are considered one of their family members. They wish you to speak up and tell them what you like/dislike (especially with regard to food preferences) and not to be shy. This will be difficult for you at first, but please know that your stay is as much a highlight for them as it is for you.

Bottled or filtered water only is to be consumed during the homestay. This includes all ceremonies (e.g. kava drinking), at meals (e.g. juice), and when cleaning your teeth. You must not drink or eat anything made of tap water that has not been boiled. The service provider has informed your family hosts of this but please discuss again with your family when you first meet them. Do not feel embarrassed in asking if the water is bottled/filtered before drinking it.

You may be asked to share a room with another student, but every student should always have their own bed. If this is not the case, please inform your Faculty Leader so that the situation can be remedied.

No alcohol or non-prescription drugs should be brought into, or consumed in, the village. Alcohol is prohibited in certain villages and it is never polite for students to offer alcohol to villagers.

Remove shoes before entering a house. Use the same door that you have been asked to use (the front door is not typically used).

When seated, please cross your legs and avoid showing the soles of your feet.

Females ensure that your shoulders are covered (no tight, low-cut or sleeveless tops) and everyone should cover their legs to below the knees with a sulu/wrap. Swimwear is acceptable on the beach, but not inside the village. Please remove hats and sunglasses while in the village.

Avoid carrying anything on your shoulders (including towels and daypacks), carry these by hand.

At mealtimes, take only small portions of food but feel free to go back for more. Fijians will expect you to eat lots, but it is disrespectful to leave food on your plate. Food is scarce and waste is not tolerated.

In some cases, males and guests may be asked to eat first and before others. Your homestay family is not excluding you from mealtimes, rather this is considered a sign of respect. Typically, your family will say grace before each meal.

At mealtimes, utensils may or may not be used and you may have to use your fingers. Sometimes only a spoon is provided.



Never walk in front of the kava bowl (tanoa). In social situations, walk behind the group and keep low or stooped. If you do find yourself walking in front of the kava bowl, bow down and touch the tanoa. When offered kava clap your hands once, drink in one gulp and then clap your hands three times.

You will be welcomed to the village on your arrival with a sevusevu ceremony. Usually photos are permitted but please be sure to ask first. Students should not be afraid to decline to drink kava if they do not wish to drink it, and it will not be considered rude.

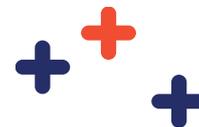
Do not eat salads or uncooked fruit and vegetables that cannot be peeled first. Likewise, cooked food should be eaten while still piping hot, and undercooked/raw meat and fish should always be avoided.

Avoid standing while others are seated. The head is the most respected part of the body for Fijians (avoid touching a Fijians' head – including children).

Keep your voice down and refrain from shouting or yelling in the village.

Bathing and cleanliness are an important and customary part of Fijian life. While you in the village it is expected that you will shower at least twice and preferably three times each day (in the morning, after an activity, and again in the evening). Fijians will consider it disrespectful if you do not bathe.

Some houses may or may not have electricity, flush toilets, showers, and/or indoor showers/toilets. There will always be water available (perhaps only from a bucket) and a private area for you to bathe. Contact your Faculty Leader if privacy is a concern.



Appendix B: Purpose of the Homestay

A homestay allows participants to experience life with a local family. As each family is a microcosm of the culture, it is also a unique cultural and social centre with its own customs and value system. Living as part of a family involves sharing and adjustment at a very deep level. A prospective homestay family may be traditional (mother, father, children) or non-traditional (single parent, widow, widower, unmarried couple) but they have been chosen because of their understanding of the values important to our program and their willingness to open their homes to a new member. They will be as interested in you as you are in them. The role of the faculty during a homestay is to be available to students, monitor student behaviors, and to mediate any situation.

Roles of Each Party in the Homestay Experience

Homestay families normally provide the following for each student:

1. Room and board for the duration of the homestay.
2. General physical welfare.
3. Generally including the student in the daily life and routine of the family, though there are obviously many aspects of the intimate and personal lives of the family in which the student should not expect to share.
4. Time to talk and share ideas and opportunities to learn about life and culture in the country.

The homestay family is not expected to provide:

1. Transportation, except by agreement with the student, the Host Family Coordinator, supervising faculty and/or AUIP staff.
2. Pocket money, loans or financial responsibility of any kind.
3. Counseling or therapeutic attention.
4. Unusual services or treatment such as special diets, telephone time, maid service, clothing, recreation facilities, excursions, etc.

The student, in turn, should be expected to:

1. Engage with the host family. Be prepared to pose questions, respond to those asked, and be willing to discuss ideas raised by family members.
2. Be tidy and helpful, such as making the bed, putting away clothes, helping set the table and cleaning up after meals, and possibly some cooking where appropriate, being at meals on time, or informing the family early if not planning to be present.
3. Recognize and accept the particular situation. Note whether the parents are devoted to their children and expect you to show particular attention to them. Be attentive to the mealtimes and other routines within the family. Respect the family's preference of TV shows, where available, and kinds of music. Treat any pets appropriately. Receive visitors with respect and discretion. Be attentive to what the family likes and does not like to talk about.

General Etiquette Guidelines

Say please when asking for anything and thank you when given anything.



No Internet is provided. Only use the home computer and Internet if these are offered to you.

No laundry is provided. Only use if it's offered to you.

No phone is provided. Only use if it's offered to you and please DO NOT make direct international phone calls from a land line (i.e. only use a calling card).

Please do not unplug anything from the wall outlets. If you need an outlet, then ask your family for an appropriate one.

If you spill anything, especially on bed and bathroom linens, let your family know immediately.

Please do not take anything from your family's home.

Leave your room clean and tidy, especially put trash in the trash can.

Take reasonable length showers (i.e. under 10 minutes). Please remember water is a scarce resource for families without access to town water/public water system.

Homestay Gifts (All Programs)

It is appropriate (though not expected) for students to bring their homestay family a small gift. T-shirts, hats, and pens from your home university are always popular gifts, along with picture books of the U.S. or products from your home region. Any gift should benefit the entire family rather than just a single member.

Homestay Gifts (Fiji)

As an alternative to suggestions listed above, the villagers themselves have identified the following as being of particular use:

Inexpensive eye-reading glasses (any prescription strength)

First aid supplies

Used clothes/shoes (especially if students intend to dispose of items at end of the program)

Math sets (rulers, protractors, etc.)

Solar calculators

Games for children (every family will have children), e.g. beach ball, football, skipping ropes

Some Other Points to Consider

Keep the family informed about your plans and movements.

Wash your clothes and take showers according to family schedules.

Remember that if you have younger children in your family, you will be a role model for them as they will look up to you. Therefore, it is vital that you set a good example. You will be expected to behave as a respectful and responsible adult member of the household. If you are unsure or concerned about anything, talk it over with your family first. If that does not help, consult your faculty leader.