

A.B. Freeman  
School of Business  
Study Abroad & Exchange

Know Before They Go  
Summer, Fall, & Spring 2023-24



March 22, 2023  
Hosted by the  
Office of Family Programs

## PANELISTS

**Lauren Bix**, Senior Program Coordinator, Freeman Study Abroad & Exchange

**Aaron Forbes**, Senior Program Coordinator, Freeman Study Abroad & Exchange

**Mary Hicks**, Associate Director, Freeman Study Abroad & Exchange

## MODERATOR

**Penny Wyatt**, Director of Family Programs



# TOPIC OUTLINE

1. Welcome
2. Topic Outline
  - Background
  - What's next for your student(s)?
  - Housing and Booking travel
  - Passports and Visas
  - Finances
  - Academics
  - Health & Safety
  - Get/Stay Involved
3. Introduction of Panelists



# Agenda

- Background
- What's next for your student(s)?
- Housing and Booking travel
- Passports and Visas
- Finances
- Academics
- Health & Safety
- Get/Stay Involved



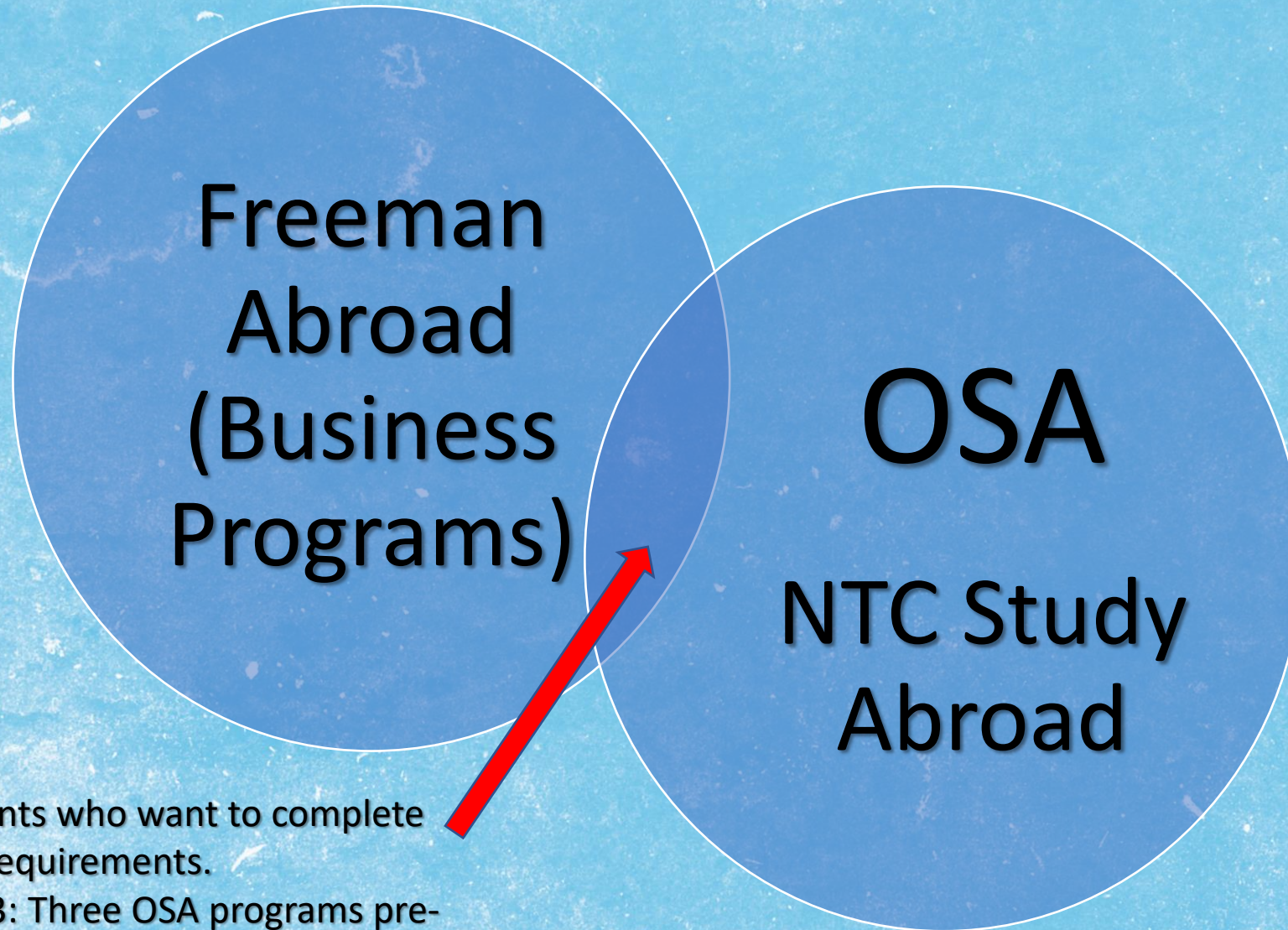


The background is a dark green, textured surface, possibly representing a wall or a piece of paper. On the left side, there is a vertical strip with a colorful geometric pattern consisting of several triangles in teal, light blue, yellow, dark blue, and olive green. The word "Background" is written in a large, white, sans-serif font, centered horizontally and slightly below the vertical center.

**Background**



# Tulane Study Abroad Offices



Business students who want to complete non-business requirements.

NEW for Fall 23: Three OSA programs pre-approved for business students





# Freeman Abroad Program Profiles

All are direct-enroll exchange programs

- Direct partnerships with top business schools around the world.
- Participants become students at the partner institution in addition to maintaining status as a Tulane student.
- Because they enroll directly with the partner, students are required to participate in the host institution's practices, such as:
  - Enrollment
  - Academic calendar
  - Student organizations
  - Support services
  - Housing (may or may not be offered)





# Freeman Abroad Program Benefits

Tulane's Freeman Abroad provides:

- Opportunities to study at top business schools internationally.
- Opportunities to take business classes not available at Tulane.
- Transfer of 12-18 business credits.
- Classes offered in English (most also allow students to study in local language).
- Because students maintain Tulane status, most financial aid and scholarships apply (depending upon terms of individual awards).
- Students also maintain access to full Tulane support (Crisis24, travel services, advising (our office and academic advising), success coaching, tutoring, counseling, and more.





# Freeman Abroad Program Benefits

Tulane's Freeman Abroad does not:

- Apply for housing on behalf of students.
- Enroll students in classes at the host institution.
- Alter foreign transcripts received.
- Intervene with a foreign country or partner institution's policies and/or procedures.



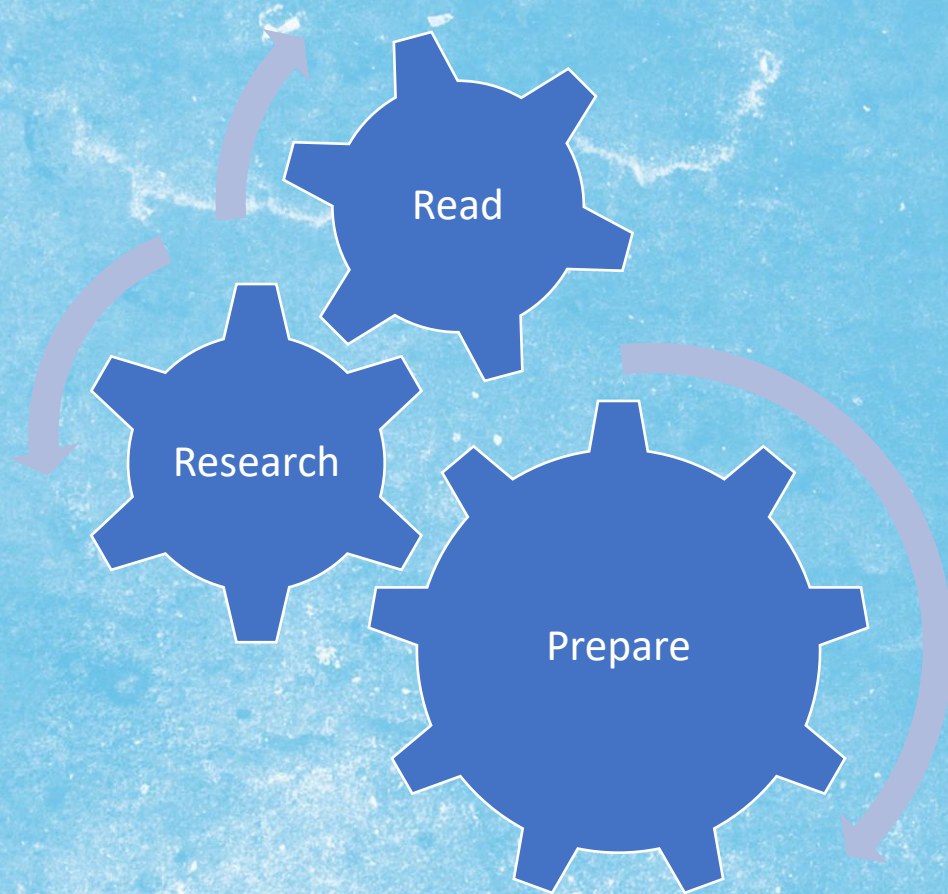


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**What's next for your student(s)?**



# What Now?



Your student has been offered placement at a host institution. How do they know what to do next?





# What should students be doing NOW?

1. **Attending Pre-Departure Orientation sessions currently going on.**
2. **Wait to be nominated to host institution, after which they will submit the secondary application.**
3. **In the meantime, they should be reading, researching, and preparing such things as:**
  1. **What kind of documents will they need for the secondary application?**
  2. **What kind of preparations can be made for the student visa application?**
  3. **What is the host institution's academic and local culture like?**
  4. **What kind of housing do they need to think about?**
  5. **How can they connect with other students who have gone on these programs or are here from these institutions now?**
  6. **Most of this can be found in their Freeman Abroad Portal.**





# What happens after nomination?

1. After your student is nominated to the host institution, they will receive instructions directly from the host for secondary application requirements.
2. Once secondary application is complete, student should expect to receive official acceptance notification from host institution.
3. Most universities issue an official acceptance letter that the student must then use to apply for their student visa.
4. Student will receive an email address from the host and will be expected to check that email address frequently.
5. Each student must enroll in classes according to the host university's schedules and enrollment policies.





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# Housing and Travel



# What about housing and travel?

1. Many students and parents want to start booking housing and travel right away.
2. We suggest you wait until you receive more information from the host institution before completing these arrangements.
3. Housing depends heavily upon host institution offerings.
4. Travel should be booked through Tulane's Concur Travel System and/or with World Travel Services.
5. Dates of semesters (especially final exams) are subject to change. Some universities do not publish exam schedules until mid-semester.





# Booking Travel

**Tulane students are required to book through Tulane's travel provider.**

- **Tulane support in the case of needed evacuation services or ticket changes due to possible on-site emergencies such as a global pandemic, natural disaster, etc.**
- **Information is provided to students in their Freeman Abroad portal.**
- **They may utilize the online travel booking system known as "Concur" via Gibson.**
- **Students may also utilize the travel agency services of Tulane's contracted agent "World Travel Services" (WTS) \*\*\*recommended\*\*\***
  - **Tries to reduce or eliminate layovers outside the U.S.**
  - **Typically offers refundable fares**







# Passports and Visas



# Passports

- **Must be valid for at least 6 months after the study abroad program ends.**
- **If they do not have a passport or need to renew, do so NOW and request expedited service (5-7 weeks).**
- **If the current passport was issued prior to age 16, it is not a renewal application and therefore may take longer than a renewal.**
- **If a student is traveling internationally during the expected visa processing time, they may need a second U.S. Passport. Our office can provide students with a letter and basic advice. We do NOT suggest that students complete this process by mail.**





# Visas

- Most countries require a student visa, but some do not. We recommend using the “visa wizard” on many consulate web sites to determine whether a visa is needed, and what type is needed.
- Except for our Spanish visa courier batch service, each student must apply for their visa independently.
- Requirements can vary depending upon the country and the consulate.
- Requirements are usually extremely detailed and students must read instructions very carefully.
- Lack of attention to detail may result in visa processing delays and/or rejection of student’s application.
- Tulane cannot intervene on behalf of a student. Nor can we request information on updates, and we certainly have no sway with a country’s immigration and/or consular offices.





# Spanish Student Visa Courier Service

- **Webinar info**







# Finances



# Finances

## 1. Costs paid to Tulane:

- Tuition
- Academic Fee
- Study Abroad Fee (includes GeoBlue)

## 2. Costs not paid to Tulane

- Housing
- Travel
- Passport/visa costs
- Personal expenses
- Local transportation
- Etc.

LOGIN

PROGRAM  
SEARCH

Visit <https://freemanabroad.tulane.edu>, browse to your program, and click on “costs” to view estimated costs for specific programs.

EVENTS 



# Finances, cont'd

- **Billing through Tulane Accounts Receivable and disbursement of scholarships and financial aid occur according to Tulane academic calendar and fee payment deadlines.**
- **Students do not pay tuition to host institution.**
- **Students DO pay all additional expenses directly.**
- **\$500 commitment deposit is returned to students' Tulane accounts after the program start date and student attendance on site is confirmed.**





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# Academics



# Academics

## Course transfer

- All students enrolled in 12 credit placeholder course at Tulane.
- Study Abroad classes (all 5380/5390 class numbers) may count as general business elective and major elective credits
- Study Abroad students may not take any core courses (either business core or major core courses)
- Business minor classes may NOT be taken abroad
- Non-business classes taken abroad may count towards non-business requirements upon approval by corresponding department
- All students must submit a learning agreement to Freeman Abroad prior to semester abroad, and file any changes to enrollment with the Freeman Abroad office
- All learning agreements are also reviewed by the students' Business Academic Counselor to ensure academic credit for classes taken abroad





# Academics

## Enrollment at Host Institution

- **Students must enroll in courses at the host institution.**
- **Enrollment systems, dates, procedures vary widely across the schools, so it is important for each student to be well informed of their host institution's policies & procedures.**
- **Tulane cannot intervene in the policies and procedures of our partner institutions.**





# Academics

## While Abroad

- Any changes to enrollment must be reported to Freeman Abroad advisors to ensure credit transfer viability. Enrollment at each host institution is unique and your student must follow instructions carefully and pay close attention to deadlines!
- Students must maintain full-time enrollment (the equivalent of 12 Tulane credits) minimum
- Students are not allowed to take business classes on a pass/fail (S/U) status
- Academic cultures vary widely and so students should familiarize themselves with the local academic culture before attending. Such things as class format, assessment, teacher-student relationships, dress code, etc. can be a very important part of the learning process and can make a huge difference in the student's success abroad





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# Health and Safety



# Health & Safety: Danger?

## What we think



## What really happens





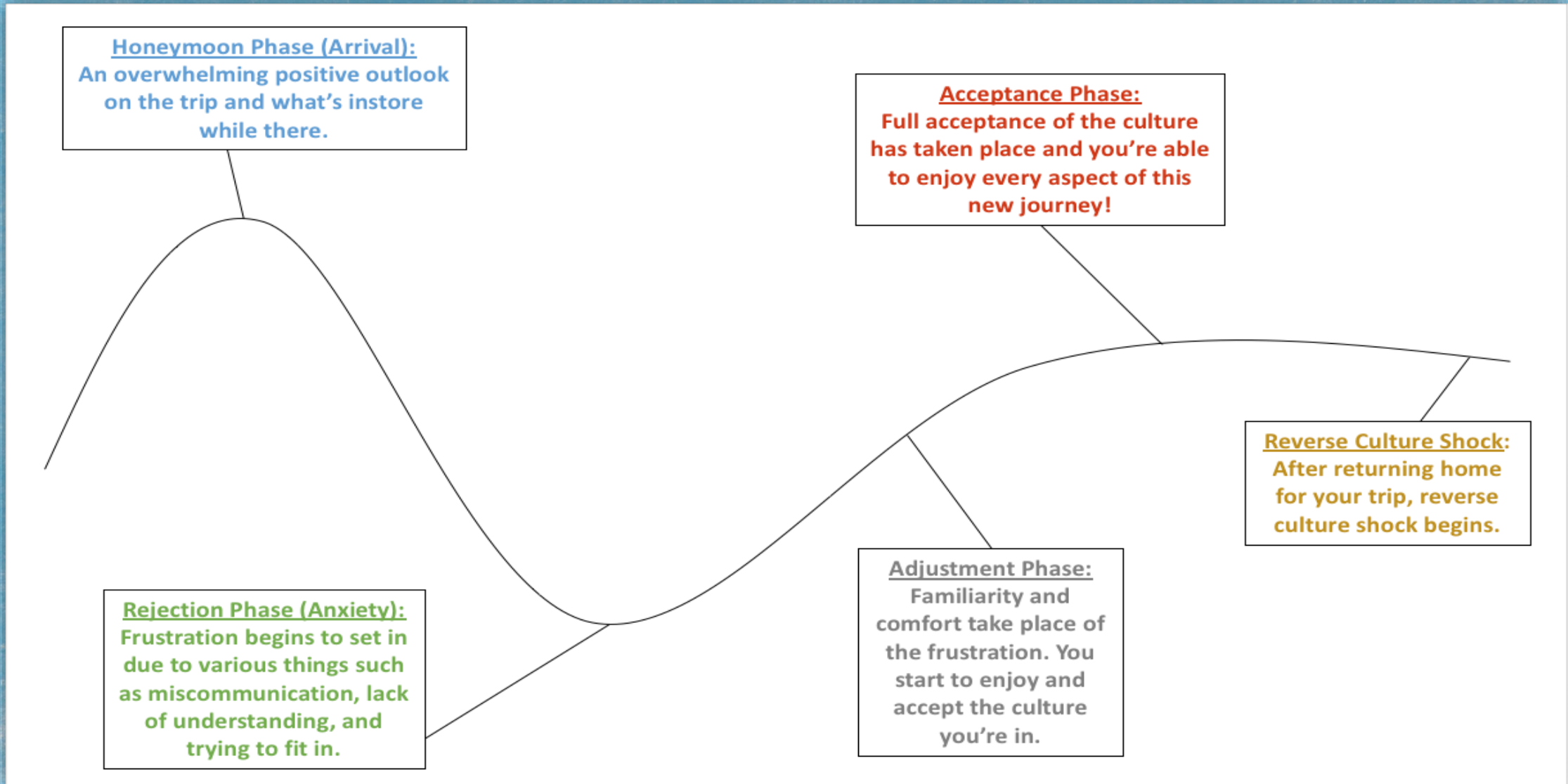
# Health & Safety: Anxiety & Stress

- Even positive stress is stress.
- Studying abroad is a once-in-a-lifetime experience. Everyone should be excited for our students. But it is totally normal for them (and for you) to be nervous and sometimes overwhelmed.
- It is important to practice self-care and to be aware of the typical cycles we go through in order to keep things in perspective.
- It is often important as family members to decipher our student's status as well and to help them navigate some very complex emotions.





# Health & Safety: Culture Shock





# Health & Safety: Anxiety & Stress

- **Mental Health**

- Is changeable & complex. A lot of us have never struggled with our mental health until we go abroad.
- If your student needs assistance with mental health, what can they do?
  - #1: ask for help!
  - Contact local university staff. Our partners have resources for students.
  - Call GeoBlue's 24/7 help line on the ID card. They can help students find local resources and even make appointments with English-speaking professionals & arrange direct billing.
  - Call Tulane's Student Support Services and/or Freeman Abroad staff. Or Tulane's police department. They can put students in touch with appropriate Tulane resources.





# Health & Safety: Insurance

- All Freeman Abroad students will be enrolled in GeoBlue international health insurance policy.
- Coverage dates are 7 days prior to start of program (orientation) to 7 days after program end date (scheduled end of final exams).
- Students will receive an enrollment email from GeoBlue. They should set up a login immediately.
- There is a parent login as well. All you need is your student's certificate number (which they will receive in the email from GeoBlue).

<https://www.geobluestudents.com/>





# Health & Safety: Insurance

## Students should:

- Print their insurance card and carry with them at all times while abroad.
- Print a letter showing proof of coverage for visa applications (NOTE: students going to Spain will need a special letter that we provide to them from GeoBlue due to Spanish government requirements).
- Arrange for continued care if currently receiving treatment that will need to be continued on site.
- Remember that GeoBlue has 24/7 emergency assistance number on the card.
- Know that mental health is covered.
- Remember that non-emergency appointments with English-speaking doctors assistance provided (direct billing can also often be arranged).
- Realize that they may have to pay for medical services up front and file for reimbursement. They should always keep *itemized receipts* for all services rendered and contact GeoBlue for instructions on submitting a claim.





# Health & Safety: Insurance

- All students must maintain domestic health insurance while abroad.
  - If they normally have family coverage and complete the T-SHIP waiver, they should complete that as they normally do.
  - If they normally purchase T-SHIP, then they should do so as they usually do.
- If additional coverage is required for additional days of travel associated with the trip, students should contact GeoBlue directly to purchase additional coverage.





# Health & Safety: What to Do?

- **Begin researching on-site support services available to students.**
- **Research local conditions that may impact health.**
- **Encourage your student to report any and all Goldman Center accommodations to their host university when submitting their secondary application. Most of our partners do provide similar accommodations, although not all are required by law to do so.**
- **Plan a method to stay in touch with healthcare providers – therapists, PCPs, specialists, etc.**
- **Research medication laws for host country**





# Safety & Security: Emergency Response

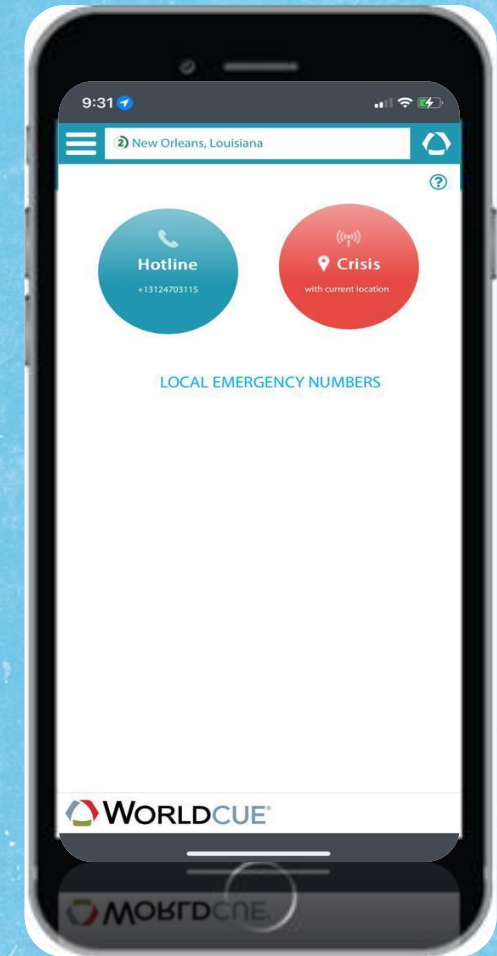
- **While Abroad:**
  - Stay aware of world news.
  - Practice situational awareness.
  - Monitor self care.
  - Remember culture shock and adjustment waves and try to recognize when it's time to work through something and when it's time to ask for help.
- **Tulane resources are available to students while abroad**
  - These include: The Well, CAPS, Title IX and campus climate survey, Goldman, Student Support Services, Freeman Abroad





# Safety & Security: Emergency Response

- Before they go:
  - Crisis 24 – automatic for students booking via Tulane
    - Download Worldcue app. Easy to use hotline, crisis signal, and local emergency numbers
  - Travel.state.gov for destination information
    - Country and locally specific information
    - Travel advisories
    - Helpful information for U.S. Travelers
- Once all trip details are known
  - Enroll in STEP: Smart Traveler Enrollment Program through U.S. Dept. of State







# Crisis24

- **When students book travel via Concur and/or WTS, they are automatically enrolled in Crisis24.**
- **International travel safety & emergency response provider. Benefits include:**
  - Medical and security evacuation services
  - Health information and advisory services
  - Case management and medical review
  - Medical, legal and dental locator and referral services
  - Replacement assistance for medications or prescriptions
  - Assistance with passport, visa replacement
  - Emergency messaging

<https://global.tulane.edu/crisis24-travel-emergency>





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**Get/stay Involved**



# International Exchange Students at Tulane

Incoming exchange students are treasured members of our campus community, providing not only social interaction for students and having their own study abroad experiences, but also valuable insights to academic work and classroom discussions.

- Study abroad students (future and returnee) can connect with the exchange students and “internationally minded” fellow Tulanians.
- Students should join [Global Guides!](#)
- They can also attend weekly [Global Café.](#)



Did you know? Freeman alone hosts typically over 130 international exchange students every semester!



# A.B. Freeman School of Business

Study Abroad & Exchange



Thank you!