



International
Study-Service Term
Information Packet

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Welcome

Welcome to a time of preparation for international SST, an educational venture that has taken over 8,000 Goshen students to 25 countries in the last 50 years, and has come to define much of Goshen College's vision and spirit. Moving out of your comfort zone is often hard, but it brings huge rewards in the pace and scope of learning you can accomplish. You will learn a new language and come to appreciate a new culture and the warm hospitality our students inevitably experience from host families. Today you begin the formal process of application and preparation that may open those doors.

We believe so confidently in the transformative power of cross-cultural immersion that this is a required part of your general education package at Goshen College. Whether you go abroad for a full semester or distribute your courses on and off-campus, in the US or abroad, for shorter or longer periods, you will meet the same goals for deep learning about another culture in a global context and working alongside a community organization as a volunteer. The Goshen promise is that all students will have access to a distinctive global education that will prepare you with language and communication skills for functioning in a globalized world, wherever your career takes you.

Your SST experience is bound to be a fun adventure in learning about a new place and people, but there will also be difficult and frustrating times when you will miss home and feel completely at a loss. Remember that you are there with experienced faculty and student peers with whom you will form a tight caring community to help steer you through the process. Our best advice is to go with an open mind: curious about what you see, committed to forming relationships with your hosts, and flexible in adapting to new ways of doing things.

This booklet provides you with information you need. Please study it. It contains instructions and materials for the application and preparation process. Please follow them carefully and promptly. It establishes the levels of success and stability necessary for you to participate effectively. Please help us review these.

The International SST Program and Schedule

SST is an academic program. While experience provides the primary pedagogy for SST learning, more formal academic activities like reading, writing, and lectures are required to stimulate and document immersive learning.

Action-reflection learning begins with the desire to discover the what, how, and why of the actions of people. This curiosity becomes informed by thoughtful observation and reflection. You are expected to exhibit the readiness and discipline to learn in this way. Your SST leaders will provide a variety of occasions and assignments through which you will demonstrate your learning. Likely possibilities include:

- Lectures and field trips focusing on a specific set of issues and ideas.
- Journal entries. Your leaders will specify topics, form, length, and frequency.
- Regular language classes.
- Group discussions and individual conferences.
- Readings to supplement your experience and lectures.
- Quizzes, exams, written responses, and oral presentations.
- Various projects, may include the following:
 - » Studies of a village, a church, a hospital, a school, a service agency, etc.
 - » Sketches or drawings which document physical or social realities.
 - » A selection of photos, with interpretive comments, organized by stages or themes.
 - » A cross-cultural study of an issue such as authority, social class, or prejudice.
- A final action-research project based in the community and/or organization where you will volunteer.

Typical structure and features of the 12 weeks of SST			
Orientation	Study portion — 6 weeks	Service portion — 6 Weeks	Wrap-Up
	<ul style="list-style-type: none"> • Program base • Home stay #1 • Lectures & field trips • Considerable group experience 	<ul style="list-style-type: none"> • Village or rural • Home stay #2 • Work assignment • Largely individual experience 	

A sample schedule for the beginning of SST						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
With families	9-11:30 a.m. Language class 12 p.m. Lunch on your own 1:30 p.m. Lecture 5 p.m. Home to family	9-11:30 a.m. Language class 12 p.m. Lunch on your own 1 p.m. Field trip 5 p.m. Home to family	9-11:30 a.m. Language class 12 p.m. Lunch on your own Afternoon Self-guided exploration, worship, discussion, dinner	9-11:30 a.m. Language class 12 p.m. Lunch on your own 1:30 p.m. Lecture 5 p.m. Home to family	7 a.m. Longer field trip for 1-2 days	With families <i>OR</i> Extended field trip

Learning Outcomes

You have your own goals for SST and these may vary from student to student. But these are Goshen College's learning outcomes for the SST Program:

- To learn to know yourself (and your own culture) better and reflect on your position in the world
- To function competently and respectfully in languages and cultures different from your own
- To develop a personal sense of responsibility for the common good in the world by working alongside others
- To understand complex issues within global systems and how they affect people who are disadvantaged

The skills and understandings you gain on SST are critical for finding jobs, graduate schools and careers in a global workplace. Employers are looking for people who can work with clients and professionals from all over the world. Your ability to demonstrate your cultural competence through this experience will take you into leadership positions in careers you can't even imagine now. This is a transformative experience in seeing the world from another perspective that you will never forget. We hope it will spark in you the inspiration for a life of service and openness to people from many cultures.

SST Integration Capstone Course: In the semester following your return to campus you will be enrolled in a course that meets one-hour per week to process and reflect on your SST experience. You will already have received credit for this course with your SST semester so it will not add to your credit hours during that semester. The class is largely discussion based and includes writing two essays and completing a capstone project. If you will not be on campus in the semester following SST you may complete an on-line version of the course.

Requirements to Participate in International SST

Participation in SST abroad is a privilege, not an automatic result of registration. Your success on campus will be the primary indicator that you are ready for the challenges of SST. The following performance standards and actions are required for participation in SST.

1. **An overall GPA of 2.0** by the beginning of the semester before departure, to be maintained until departure.
2. **Language requirement.** At the outset of the term prior to departure students are required to either be enrolled in a 102 class (with the exception of Indonesia, China and Tanzania); have completed a 102 level course; or have tested out of 102 level competency. Must have received at least a C- in 102.
3. **Responsible and prompt class attendance and completion of homework** for at least 1½ semesters before departure. Professors will be asked for this and any additional information about your readiness. 1½ semesters is defined as all of spring and May terms for fall SST, May and fall for spring SST, and from fall mid-term through spring for summer SST.
4. **An established record of living by community standards**, with no serious behavioral violations within 1½ semesters of departure as defined in #3 above (includes alcohol abuse or illegal use). Particularly resident directors and their supervisors will provide information about your record in this area.
5. **Evidence of physical and emotional well-being.** Students will routinely complete a confidential physical and emotional health history form and have an interview with Goshen Family Physicians as part of their preparation for SST. Student development personnel will work with students to help address readiness in these areas. The student's privileged communication with the physician, nurse, or counselor will be respected. Any physical and emotional health issue must have reached a point of stable management over time by the third week in the semester prior to departure in order for Goshen Family Physicians to recommend participation during the following semester.
6. **Completion of an application to participate in SST.** The application calls for basic information about your academic performance, for perspective on any recent behavioral issues, for your agreement to discuss relevant medical or emotional issues with Goshen Family Physicians, for the names of several references, and for a brief statement of your goals for SST.

A screening committee composed of teaching and administrative faculty will review all of the student information near the end of the semester prior to departure. They will make a recommendation to the Director of International Education about a student's readiness to participate in SST. The director will inform the student in writing in the event that a student is disqualified from participation in SST.

SST Preparation

Checklist

- Attend four required **orientation** sessions
- Complete online SST **application** and forms (See appendix for instructions)
- Apply for/turn in **passport** to SST Office (See appendix for passport application information)
- Submit \$250 non-refundable **deposit** (See appendix for deposit instructions)
- Establish that you have **health insurance** that covers you abroad and if not see the SST office
- Make a request for **alternate travel plans** with the SST office by the announced deadline
- Complete **physical/mental health screening** at Goshen Family Physicians and obtain all required immunizations

Four Required Orientation Sessions

- **1st Orientation: All units.**
Please take note of the dates for the next three required orientation sessions. **You MUST notify any affected professors, coaches, or supervisors/employers.**
 - **2nd Orientation** — This orientation session will concentrate on the introduction to SST, goals and modes of cultural learning, and culture shock. *After* a general session, your own SST group will meet with former SST students and faculty from that country for questions and information specific to the country.
 - **3rd Orientation** — This session will focus on learning specific information about the culture, history, and politics of the country you are going to and the SST program there, including final flight information.
 - **4th Orientation: Personal Safety Training** — with Prof. Kendra Yoder and PIN students
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Cultural Sensitivity and Behavior

Family Guidelines

Each host family naturally has its own rules and guidelines. Accept and follow these guidelines, as long as doing so does not go against your conscience. Host families are aware of Goshen's standards.

Hospitality

Those who have shown you hospitality, especially host families and agencies with whom you work, need your thanks both while you are with them, and after you leave. Should you visit your SST location in the future, use your good knowledge of the country to arrange your visit rather than to make requests of SST personnel there at the time. Please see that your presence in the country in no way interrupts ongoing unit operations.

Communication

- **Mail** — Please tell your family and friends not to send packages of any kind while you are on SST. In most countries, red tape, customs taxes, and service are prohibitive. If you fill out a change of address form for the college post office, first class mail sent to Goshen while you are on SST is forwarded to the U.S. address you specify. Second and third class mail is disposed of unless you contact the college post office to arrange for special handling.
- **Email** — Email access is NOT provided to students by SST leaders. In an increasingly electronic world, we ask you to seriously consider limiting your communication home to once a week. Please discuss with your leaders and group the best ways to “be present” in your host country without being dependent on contact with home.
- **Telephone** — Plan to keep telephone contact with home to a minimum. Regular contact tends to impede full adjustment to the host country. Do NOT use your host family's home phone for calling. Follow your SST leaders' more specific guidelines for this and all other forms of communication. You will have access to a cell phone for local calls. If you want to bring your smartphone make sure it is unlocked to get a local SIM card and do not bring one that you cannot afford to lose as it will be a target for theft.

Cultural Sensitivity and Behavior (continued)

Appearance and Behavior

Many of the people in SST countries find American dress and hairstyles overly informal and even disrespectful. In order to honor your hosts and easily integrate, students should be neatly groomed and dressed, avoiding torn jeans, old tee-shirts, shorts and sleeveless tops. Norms vary greatly but try to learn something about the host country and dress according to local standards. Returning students continue to advise dressier clothes for SST.

Social and Behavioral Expectations

The essence of behavioral expectations is respect. You will need the help of trusted interpreters to learn acceptable behavior codes in your host country. You, your leaders, your family, and other cultural interpreters will establish the courtesies expected of you and your group. Greater restrictions on dating practices are assumed in most countries that U.S. students are not accustomed to. **You may not marry, adopt, or enter into any other contractual or legally binding relationship while on SST. No pets of any kind are permitted to be taken out of the SST location.**

Goshen College Standards

Goshen College's standards apply while on SST. They address both attitudes and behavior related to sexuality, race, tobacco, alcohol, illegal drugs, and firearms. Since there has sometimes been confusion with regard to alcohol use and with regard to the definition of "campus" while on SST, we offer the following points of clarification:

No double standard exists; alcohol is "prohibited from the campus and all college-related functions." "Campus" is any place you function together as a group: Goshen home, field trips, class, etc. "College-related functions" are not only class time or at Goshen house, but extend to groups after class, evenings, during field trips, etc. With your host family, a ceremonial or single drink with a meal is not a violation, but a polite refusal will not offend. A pattern of going out to drink with family members is a violation. SST leaders will confront alcohol violations on SST in the same way as any other violations. But any involvement with illegal drugs will result in your return home. **In some countries, any sort of illegal drug possession according to their definition of illegal drugs can bring arrest, conviction, and the death penalty or life in prison.**

Adjusting to another culture does not imply compromising your personal standards. Talk with your leaders about the behavior of family, acquaintances, or SST group members that you feel is pressuring you to compromise your convictions about alcohol or sex, for example.

Termination of SST Prior to Completing the Program

The goals of SST are: to grow in one's identity in relationship to multiple communities, to develop intercultural openness, to acquire language and cross cultural communication skills to interact effectively with people from diverse communities, and to create partnerships with people from different cultures to learn from one another and work toward understanding. Every one of these goals can be jeopardized by making unwise choices on SST.

A successful SST unit requires partnerships with host families, universities, local coordinators (in both the study and service portions of the program), language instructors, and other partners. Any behavior that is damaging to our program, impacts the future of the program, and/or has a negative impact on relationships with our hosts, will result in dismissal from a unit at or near the time of the incident. The student will return to the US and all costs associated with return travel will be incurred by the student.

Travel Information and Policy

Luggage

Do not pack valuable items in checked luggage. Liquids, gels and aerosols, in containers larger than 3 ounces*, may be prohibited in carry-on luggage or from passing the security checkpoint. Put items such as medication and electronics in your carry-on bag. Put some type of identification on the inside of your suitcases as well as the tag provided by the SST Office on the outside. Fees for overweight luggage are your responsibility. We strongly recommend that you take only one small/medium-sized suitcase.

Travel leader

One or two students from each group are appointed as travel leaders to be in charge on the trips to and from your country, e.g. to initiate the check-in with airlines, to maintain contact with the SST office, and to respond to any standards violations. Please cooperate. If at first warning problematic behavior changes, the travel leader will probably drop the matter. A second violation or lack of cooperation may result in suspension from SST.

Visitors while on SST

Family and friends are asked not to visit you while you are on SST. Any such visits and/or personal travel in the region needs to be arranged before you leave for SST, and must take place after SST.

Independent travel on SST

Students must consult with their leaders prior to any travel outside of the city that they are living in, whether during the study or the service portion of SST. A student should never cross the national boundary into another country without carefully processing the travel with their leader and in consultation with the director of international education. Students are discouraged from visiting Goshen students in distant locations during service.

Travel after SST

You may make advance arrangements through the SST office for special travel after SST. All students traveling on their own after SST must depart from the SST location on the same date the group is scheduled to leave. [Consult your deadline checklist for additional travel arrangement due dates.](#)

Leaving the SST site

You may be given permission to return home early only in case of an emergency such as a death in the immediate family or because of medical or psychological needs indicated by a college-retained physician (A wedding or graduation is not an emergency situation). Unless urgency is required, the faculty leader will get advance clearance from the director of international education.

Each case in which a student returns home early for disciplinary reasons will be handled individually. The student, the dean of students, and the director of international education will together review such options as returning to the SST unit, returning to campus, or pursuing some other form of study to complete the academic credit. Tuition refunds will be decided individually by the vice president of finance. If you return home early for any reason, you will need to pay the extra travel costs.

Safety and Security Issues

Goshen College Precautions

We take basic precautions to promote a safe experience during SST. We select SST sites based on our best judgment of reasonable levels of risk. We ask you to cooperate in a careful review of your medical, emotional, and behavioral readiness for SST. Goshen Family Physicians provides you with information about any special immunizations or prevention measures that may be required or recommended for specific countries, for example to prevent hepatitis, malaria, and yellow fever, and assists you in the process of preparing for a healthy and secure SST experience. We orient both students and faculty leaders to risks specific to each country, both before departure and on site. We orient you to codes of conduct appropriate to maintaining your safety in a different cultural environment. We make advance arrangements for professional medical services that may be needed on site. We require you to carry medical insurance which covers you abroad. **Please consult the SST office if your insurance will not cover you abroad.** A campus support system is in place to respond to special needs of leaders and students on site. We register you and your leaders with the U.S. consulate or embassy in your host country so that in case of special need they can help us respond.

Your Responsibility

We of course are not able to guarantee your safety, either in Goshen or on SST. More specifically, we cannot eliminate all risks, we are unable to always provide all of the latest desirable information, we cannot monitor all of your choices, and we cannot prevent you from engaging in dangerous activities. You are responsible to consider your own health and personal circumstances in your choice to participate, and to inform Goshen Family Physicians and the SST office of any issues that may have a bearing on your safety. You are responsible to attend all orientation sessions, to pay careful attention to safety issues presented in written or oral form, and to act responsibly with regard to this information and counsel. You are responsible to behave in a manner that is respectful to others, to make yourself aware of local conditions and customs that may present health or safety risks, and to become informed of procedures for receiving appropriate care or assistance in your host country. You are further responsible to assist your leaders and your group in matters of safety. Ultimately your best protection abroad is your close relationship with hosts who will look out for you.

Specific Issues

There are several specific safety requirements for your participation.

- **Transportation:** You may not operate motor vehicles while on SST because of serious legal problems that may arise. Never ride with a drunken driver or as a passenger on a motorcycle. If you must use this form of transportation, wear a helmet.
- **Politics:** Acquaint yourself thoroughly with the political realities of your host country, but do not become involved in any political activities. Doing so may be grounds for dismissal.
- **Drugs:** Use or possession of marijuana and other illegal drugs is strictly forbidden, as is the frequenting of any place, public or private, where drugs are used or distributed. Violations of this rule have very serious legal implications and will result in a quick return to the States. This policy exists not only for reasons related to Goshen College standards, but because of very real safety and security issues in host countries, including the loss of the ability of the U.S. to offer assistance in cases of local arrest or incarceration.

Parents

If you are under 21, your parents will need to sign release forms. They can also assist in making sure that your insurance will cover you while abroad.

National Emergency

When Goshen College makes the decision to leave an SST country, all faculty and students must leave the site. If a student refuses to cooperate and remains in the SST country, he or she will not receive credit for the semester and will be subject to additional disciplinary measures upon their return to campus.

Health Management Issues

Arrangements for Health Care

Every Goshen College student is expected to have health insurance. Each unit has a local physician to contact if needed. If an illness requires the attention of the unit physician, the college pays for general care by this physician. The fee will be charged to your account. Please save bills and receipts that may need to be submitted for health insurance reimbursement after you return from SST.

Risks and Prevention

Every illness has predisposing conditions. In most cases there are a number of things one can do personally to reduce the risks. Immunizations and preventive medications are important, but are not perfect. Therefore, one must also use reasonable precaution in eating and drinking, and in avoiding insect bites, especially by mosquitoes.

Recommendations:

1. Take along some Pepto-Bismol tablets for relief of diarrhea and upset stomach symptoms. Tablets are much lighter than bottles of liquid.
2. For cold symptoms, take some cold pills that work for you.
3. If you are prone to motion sickness, take your own supply of medicine to prevent it. Generic Meclizine is much cheaper than non-drowsy Dramamine.
4. If you wear contacts, remember that local water may be contaminated. Consider taking a pair of glasses. Take along your prescriptions for contacts or glasses in case of loss.
5. Consult with your family doctor if you have a chronic condition that has been under treatment or that you have concerns about.
6. Take care of any dental problems before you go. The availability of good dental care may be spotty.
7. Be responsible for taking all personally required medications. You will need to take 90-days worth of prescriptions. Please let your physician know and be sure to refill plenty of time before departure.
8. Insect repellent containing DEET as an active ingredient is essential. Obtain and carry your own supply. Most pharmacies carry a variety of repellents.

Requirements:

1. You are required to visit Dr. Schmidt at Goshen Family Physicians before you go and it is free of charge. Please inform them of any special health conditions that may not be recorded in your health record, and cooperate fully with preparatory procedures which are done for your own personal good and for that of the entire unit.
2. For your own protection, fulfill the immunization recommendations. Goshen Family Physicians will enter all of these in your **immunization booklet**, which will be returned to you by the SST office before departure. Keep this record with your passport, even after you return from SST. Immunizations are available at Goshen Family Physicians and in some physicians' offices at your own cost. You must submit documentation of all immunizations and tests done outside of Goshen Family Physicians.
3. Evacuation and repatriation coverage is required. You will receive this coverage from the SST office through the issuance of an ISIC (International Student Identification Card). The cost is included in your SST semester. The SST office will obtain these for you. **You will receive your ISIC card in your travel packet on the day of departure.**

Financial Issues

Personal Money

You are expected to take money for your own use (no more than **\$100** in cash) depending on your spending habits, your intentions for buying souvenirs or gifts, and your specific country. We will clarify this further in future orientation sessions. Also, check with former SST participants. Take an ATM card and some cash. Inform your bank **before you go** that you will be using the card in your SST country. *Goshen College cannot act as your banker, and, except for emergencies such as major theft or loss, will not serve as the channel for money to be sent to you by your parents.*

Deposits and Fees

There is a non-refundable \$250 deposit required by an announced date. *Should you cancel after that date, this deposit becomes a cancellation fee.* Each SST unit has a surcharge that covers part of the airfare to and from the country (\$500-\$1000).

Immunizations and Special Medications

Students will pay for all of these charges. Some of you may be able to submit these expenses to your insurance for reimbursement. The costs of immunizations and medications will vary from around \$100 to \$600, depending on location. If you have specific questions, you may check with Goshen Family Physicians.

Passport fees

You will be responsible for the fees obtained in getting or renewing a US passport.

Commuter Students

The total cost for SST includes tuition, room and board. Commuter students will need to pay the room and board costs for their SST semester. See accounting for details.

Summer SST

Since completing SST during the summer may add an extra semester to the typical 8 semesters, check with Financial Aid about your scholarships and student loans. Summer SST is sometimes more expensive because of financial aid issues.

Payment Plans

These plans are the same as those on campus. Choose a plan and see that it is followed. Parents may make payments during SST if arranged with the accounting office. All plans call for at least a partial payment before SST begins. If your tuition account is not paid in full within 30 days after the term begins, a \$50 fee will be assessed by the accounting office. Financial aid does not normally cover summer SST so see your financial aid counselor to find out what is possible.

Application information for outside scholarships are available on the SST webpage and in the SST office. *For more information on study abroad scholarships, visit goshen.edu/sst/scholarships*

Limits on Room and Board on Campus

SST is a self-contained semester; it is complete when you return. The costs for tuition, room, and board for SST represent an integrated fee that is not “divided” in the usual way. For example, the actual cost of your room and board may be less, but the other costs of your international education are paid out of the integrated fee. The institutional cost of an SST semester for you is normally higher than one on campus. While in one sense your SST semester is shorter than one on campus, it involves total immersion, including all weekends and all of the time that campus students have off for mid-term or holiday breaks. Returned SSTers should not linger on campus while other students are finishing course work, major papers, and final exams. At the same time we recognize that you may need to be on campus a day before departure, and a reasonable time to reconnect after your return. For these reasons the following policies apply to room and board on campus before and after SST.

SST students may receive without additional cost up to six meals during the two days preceding departure and the two days immediately following the arrival of the group on campus. (This does NOT apply to the summer return from SST, when these services are not available **OR** for students returning after the SST unit returns, such as in cases of additional travel afterward, which is considered a deviation and departure from the group.) The cafeteria cashier will have a list of departing and returning SST participants. Additional meals in the cafeteria are at student cost.

SST Application

Online SST Application & Forms

The SST Office uses an online application and form submission process that allows you to track your own progress and keeps us informed of your progress as well.

Steps for accessing your online SST application:

1. Login to MyGC
2. Click on “SST Portal” under Quick Links. This takes you to a login page.
3. Click the “Google OAuth” button. This will take you to a Google login page. Log in with your GC email and password.
4. Now you are in the Application Portal. Here, **click on the blue application number** to access your application and forms. *This will be your application number throughout the process. Do not use the “New Application” button.*
5. You will now see your application checklist. Here you will find links to complete the following online SST forms:
 - SST Application
 - Contract
 - SST Questionnaire
 - Personal Questionnaire
 - Service Interests
 - Additional Travel Request
 - Host Family Form
6. The following three forms are also found here, but will require input and/or electronic signature from a parent or legal guardian if you are currently under 21. If you are 21 or older, we only need your electronic signature:
 - Health Insurance Information (if you are on a parent or guardian's healthcare plan)
 - Health Care Consent (legal document)
 - Waiver and Release (legal document)

At any time, you may click on “Save & Back to Checklist,” which will save your progress and allow you to pick up where you left off at another time. Remember to use the same application when you log in again. **Do not create a new application.** Once an item is completed, the red X will turn into a green check mark.

Making your SST deposit

In-Person:

Payments may be made in-person by either cash or check in the Accounting Office. The Accounting Office is located in AD 10, and cashier hours are 9:00-12:30. Payments can be made outside of cashier hours, but will not be processed until the next day.

Online:

Payments via credit card need to be paid online.

1. Go to mycollegepaymentplan.com/goshen
2. Click on the “Enroll Today” button.
3. Sign in or create an account
4. Make a single payment of \$250
5. After the payment is made, email accounting@goshen.edu and copy sst@goshen.edu saying you have made your \$250 deposit for (country) (term) SST (Ex: Tanzania Spring SST)

International payments may be made through Flywire. Go to goshen.flywire.com to make your payment.

