

Promoting the Inclusion of Persons
with Disabilities in Society
Through Assistive Technology:
Culturally Appropriate Solutions

Brazil/U.S. CONSORTIUM



Participant Manual Guide

&

Temple University Forms

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INTRODUCTION

**Welcome to the FIPSE/CAPES sponsored program entitled
“Promoting the Inclusion of Person with Disability into Society through assistive
technology”!**

This manual was created to provide you a better understanding of the program’s goals, procedures, deadlines, and it also has a few tips on living abroad. While developing this manual, our intention was to provide you with one single publication for quick access for all instructions and paperwork needed, from application to travel time!

The sooner you can acclimate yourself with the adjustments needed for your study abroad experience, the better your daily experiences will be. For instances, you may be used not to wait more than five minutes in a MAC machine line, or even be able to access one very easily. The same made not be true while in Brazil, so patience and planning will be your best friends while trying to solve issues like that. Self-initiative and independency will also be appreciated and serve you well while abroad!

Carefully reading the instructions included in this manual will help you keep up with all application activities and travel preparation deadlines.

Our goal is to be of assistance to you prior to your departure and during your stay abroad, so please do not hesitate to contact us with your questions!

Congratulations on your acceptance to participate in this program!

Best wishes,

Dominique M. Kliger, Ph.D.
Program Director

**** Please note that the information in this manual is subject to change.**

PURPOSE OF THE PROGRAM

PARTNERS

Temple University, PA
Bridgewater State College, MA
Universidade Federal da Bahia, BA
Universidade Tuiuti do Parana, PR

PROMOTING THE INCLUSION OF PERSONS WITH DISABILITIES IN SOCIETY THROUGH ASSISTIVE TECHNOLOGY: CULTURALLY APPROPRIATE SOLUTIONS

On a daily basis, people with disabilities face numerous barriers that prevent them from participating in and contributing more fully to activities in their home, school and work environments, and their communities. Technology has enormous potential to eliminate such barriers. When technology supports are present at an early stage, persons with disabilities are better able to develop functional skills that enhance their opportunities for inclusion in everyday community life.

The proposed interdisciplinary program seeks to train advanced undergraduates, mostly juniors and seniors, majoring in school-related disciplines (e.g. speech communication, special education, physical education, recreational therapy, occupational therapy, and educational technology) in the development of culturally sensitive approaches to utilizing assistive technology. The participating institutions have recognized expertise in teaching, research and services related to the major content areas of the proposed program. Thus, they are able to generate unique collaborations at both the academic and administrative levels. Through a combination of academic activities and fieldwork, participants will learn to use and adapt high-tech and low-tech devices, in accordance to the varying functioning needs, socio-economic status, and cultural environments of persons with disabilities in the U.S. and in Brazil.

As a result of this project, both countries will benefit from a cadre of professionals who are knowledgeable about a wide range of assistive technology and capable of generating interdisciplinary solutions to culturally specific problems in the education of persons with disabilities. Graduates of this program will be able to promote institutional changes and affect policy making, ultimately having an impact on the number of persons with disabilities who receive appropriate educational supports and move forward to full participation in their respective societies.

COURSE DESCRIPTIONS

The following is a sample of courses available for students in our program. It is expected that students take from 12 to 17 credit/hours per semester during their participation in the program.

University	Technology in Education (3 credits) Offered at: Each Host Institution	Diversity (3 credits) Offered at: Each Host Institution	Assistive Technology (3 credits) Offered at: Online	Field Work (3 credits) Offered at: Each Host Institution	Inclusion (3 credits) Offered at: Each Host Institution	Elective (3 credits) Offered at: Each Host Institution
Temple University	Effective Use of Instructional Technology in the Classroom	Language and Race	Collaborative Studies in Assistive Technology	Site visits and lectures	Inclusive Education for a Diverse Society	Selected from a list of approved courses
Bridgewater State College	Technology in Special Education	Cultural Diversity Issues in School and Society	Collaborative Studies in Assistive Technology	Site visits and lectures	Including Special Needs Learners	Selected from a list of approved courses
Universidade Federal da Bahia (UFBA)	Educação e Tecnologias Contemporaneas	Educação e Identidade Cultural	Collaborative Studies in Assistive Technology	Site visits and lectures	Introdução à Educação Especial	Selected from a list of approved courses
Universidade Tuiuti do Parana (UTP)	Topicos ComtemporaneosNovas Tecnologias no Ensino	Diversidade Étnica e Cultural	Collaborative Studies in Assistive Technology	Site visits and lectures	Necessidades Educativas Especiais	Selected from a list of approved courses

FIPSE FUNDING

This program is funded by FIPSE (U.S.) and CAPES (Brazil), and entitles each participant reimbursement for the following program participation expenses up to a maximum of \$3,500:

- 1- one roundtrip air fare (from Philadelphia to Salvador/Curitiba) and
- 2- housing expenses* (from February 2006 until June 30, 2006).

Tuition for this program will cost the same as regular credit hours in the student's home institution. Please be aware that the student is responsible for the semester's regular tuition and fees (excluding on-campus fees).

Throughout the course of this program, each expense will be reimbursed upon approval and presentation of receipt(s). Participants are personally responsible for any expenses that exceed \$3,500. Participants will also assume the cost of food, textbooks, health insurance fees, registering at the Federal Police, mailing services, medical costs, and transportation while in Salvador/Curitiba. These costs will not be reimbursed. Any travel related expense, such as passport or student visa fees, will not be reimbursed. If, for some reason the Brazilian Consulate does not grant the participant a student visa, he/she will not be reimbursed for expenses in connection with that application.

Additionally, if a participant voluntarily leaves the program before its completion, or if the University determines that he/she has failed to adhere to the program requirements, including engaging in any activity which the University deems to adversely affect the objectives of the program, the student will not be permitted to continue in the program and will be responsible for reimbursing FIPSE for any and all expenses paid for the semester in Brazil.

Despite the most careful planning, serious injuries can occur during travel—the participant can sustain serious personal injuries, property damage, or severe economic or other loss as a consequence not only of the participant's actions, inaction or negligence, but the actions, inaction or negligence of others. In the event of this situation, the participant must agree to assume all the risks and responsibilities surrounding travel to Brazil and to release and indemnify Temple University, FIPSE, and CAPES from and against any claims for injury to person or property that may result.

* Please note that the semester start and end days may change, and that this grant solely covers the housing expense that you will have during the Brazilian semester academic time. If you decide to travel before the semester starts, please note that housing costs will be on your own until the semester starts.

SELECTION PROCESS

Students who wish to participate in this program must submit:

- a letter of interest,
- two faculty letters of recommendation,
- a non-refundable \$200 deposit, which will be used for payment of tuition during the semester abroad.
- Approval to Study Abroad Form signed by School Advisor and Dean

Major, graduation goals and language skill will be part of the selection process criteria. Students also must pass an exam to test their proficiency in the Portuguese language (see Portuguese Exam page).

To be eligible for this program, students enrolled at any of the U.S. participant universities must have:

- Sophomore or above status
- A commitment to learn Portuguese prior to traveling to Brazil
- A major in Education or in a health-related field
- Interest in disability issues and in assistive technology
- Ability to cover expenses related to tuition and living abroad expenses
- Health insurance and incidentals
- ISIC card

PORTUGUESE EXAM

Each participant in the program is required to pass a Portuguese language test, which has a written and an oral component. This test is applied in November, at a day and time to be announced, by the Portuguese Department. In addition to taking Portuguese lessons, we encourage applicants to view videos in Portuguese, listen to Brazilian music, and visit Brazilian web sites. Some material to assist you with your language preparation skills is also available at the OnLine Learning Program office.

OBTAINING YOUR PASSPORT

If you have not already done so, you should obtain a United States Passport immediately. Apply well in advance of your departure. Processing an application normally takes 2-4 weeks, and a passport is required when applying for other items such as a visa.

If you already have a passport, please check its expiration date. **In Brazil, your passport must be valid for six months beyond the ending date of your program in order to obtain a visa**, so renew your passport now if necessary.

Passport applications are taken by the State Department Passport Agency in your locale and also many U.S. Post Offices and Clerks of Court. The State Department Passport Agency in the Greater Philadelphia area is located at United States Customs House, 200 Chestnut Street, Philadelphia, PA 19106; Telephone: (215) 418-5937. Do not go to this Agency without first obtaining information describing the procedure for applying for a passport by visiting the websites for the State Department (<http://www.travel.state.gov>) and the Philadelphia Passport Agency (http://www.travel.state.gov/ppt_pa.html). If you are applying in advance of three weeks of departure, you can go to one of several regional passport offices in the Philadelphia area, including the Office of International Services at Temple (203 Vivacqua Hall; call for an appointment at 215-204-7708).

The toll-free number for the National Passport Information Center is 1-877-487-2778. For a list of Passport agencies in your area please check the State Department web site. This site provides applications, instructions, and additional information. You can also check the Blue Pages section of your local Yellow or White Pages phone book.

When you apply for your passport, you will need the following items:

- Proof of U.S. citizenship, e.g., an official birth certificate (see below), a previous U.S. passport, or naturalization papers.
- Two identical recent passport photographs, 2" square. Automat photos and Polaroid snapshots are not acceptable. Note: You should have additional photos made as you will need at least one for the International Student Identity Card (ISIC).
- \$60.00. Please contact the office you will be using for acceptable forms of payment and confirmation of fees.
- Personal identification that includes your photograph and a signature, e.g., driver's license
- Official application from Passport Services: http://www.travel.state.gov/download_applications.html
- You will also need to know your parents' dates and places of birth to complete the application.

BIRTH CERTIFICATE

You will need an official birth certificate to obtain your passport. Official birth certificates are issued from the Office of Vital Statistics in the state where you were born. Anyone born in Pennsylvania may apply for an official birth certificate through the Division of Vital Records: <http://www.health.state.pa.us>. You can also check the Blue Pages sections of your local Yellow or White Pages phone book for addresses and phone numbers of Offices of Vital Statistics in your area.

You may obtain your birth certificate by fax, mail, in person, or on-line. Birth certificates cost \$4.00 (check or money order made payable to Vital Records; an additional charge may be added if you pay by credit card). In Pennsylvania, requests are processed in 2-4 business days when you apply on-line or by fax, and in over 3 weeks when you apply by mail.

OBTAINING YOUR STUDENT VISA

Obtaining a visa can be a lengthy and detailed process, so please do not put this off until the last minute. Students participating in the Temple Brazil program are required to apply for a Student Visa. Foreign tourists are generally permitted to stay up to 90 days with a visa. Tourists who overstay the 90-day limit without receiving a formal extension can expect to be fined at the airport as they depart the country.

To apply for your student visa, please follow the instructions below, which have been supplied from the website of the Consulate General of Brazil in New York: http://www.brazilny.org/index_English.html.

WHERE TO OBTAIN YOUR VISA

Brazilian visas are issued at one of the Brazilian Consulates in the U.S. or at the Brazilian Embassy in Washington. Brazilian Consulate offices are located at:

1185 Avenue of the Americas, 21st Floor
New York, NY 10036-2601
Tel: 917- 777-7777

Brazilian Embassy Consular Services
Whitehaven Street, NW
Washington, DC 20008

The Consulate General of Brazil in New York serves the residents of the following states”

- Connecticut
- Delaware
- New Jersey
- New York
- Pennsylvania
- Bermuda Is.

Note: No visa will be processed by mail or courier service.

REQUIREMENTS FOR OBTAINING YOUR VISA

For obtaining your student visa, you will need:

- A passport valid for a minimum of six months from the date of intended arrival in Brazil, with at least one blank page available (consult Obtaining your Passport).
- Two (2) Visa Application Forms, filled out, dated and signed by the applicant. Parents must sign for minors under 18 years old. Minors under 18 years of age must present the original birth certificate and a copy. They also need a letter of consent, signed by both parents and duly notarized.
- Two (2) recent 2” x 2” passport-photos, front view, white background. Snapshots and computer pictures are not accepted.
- A copy of a round-trip ticket or a booked itinerary showing travel to and from Brazil, confirming purchase of the ticket and passenger’s name, itinerary, flight number and arrival/departure dates.
- A copy of the U.S. Alien Resident Card for foreign residents and/or a valid visa or document to return from Brazil or to go to another country.
- Police clearance issued within the last 3 months, certifying absence of criminal record.
Note: The police request may take up to 2 weeks, so please PLAN ACCORDINGLY.

- A letter of acceptance, legalized by a notary public in Brazil from the school, college, or university in Brazil stating length of studies. The school, college or university must be registered at the Ministry of Education in Brazil. Proof of registration must be notarized in Brazil.
- Proof of financial capability during stay in Brazil (i.e., copy of bank or credit card statement, copy of savings certificate, letter from the employer, etc.) or affidavit from organization sponsoring the scholarship stating that it is responsible for the student. The signature(s) must be certified by a notary public.
- Proof of residence within the consular jurisdiction for the past 12 months (i.e., letter from the employer/educational institution notarized, copy of utility bill or voter's registration).
- Travel itinerary Form from Travel Agency

Note: The Consulate may also request additional information or documentation, as deemed necessary.

CONSULAR FEES

The following are fees charged by the Consulate:

- \$40 for the visa
- A processing fee of \$100 will also be charged to all U.S. passport holders in reciprocity for an identical fee paid by the Brazilian citizens who apply for a visa in the U.S.
- An absent for of \$10 will be charged for any application

Note: No cash, personal or company checks are accepted, **only *US POSTAL SERVICE MONEY ORDER***, made out to the Consulate General of Brazil.

NON-U.S. CITIZENS

If you are not a U.S. citizen (this includes PERMANENT RESIDENTS OF THE U.S.), you should contact the embassy or nearest consulate of your own government to find out what visas you will need for all countries where you will be studying or traveling while abroad. If you need a visa(s), apply to the appropriate consulate(s) immediately. Finally, notify International Programs of your citizenship status.

****IMPORTANT:** To all applicants, while completing this process, please make sure to check the website of the Consulate General of Brazil in New York to verify this information:

http://www.brazilny.org/index_English.html.

REGISTERING WITH THE BRAZILIAN FEDERAL POLICE

The following information has been supplied by the website of the Consulate General of Brazil in New York (http://www.brazilny.org/index_English.html):

Upon your arrival in Brazil, you will be required to register with the Brazilian Federal Police. Whenever the planned stay exceeds 90 days, visitors must register with the Federal Police, within 30 days from first arrival in Brazil. The applicant will be asked to present a passport and to submit one of the original visa application forms, which will be returned once the visa is issued. The visa may be extended in Brazil by the Federal Police (Departamento de Polícia Marítima, Aeroportuária e de Fronteiras-DPMAF), if requested at least 30 days prior to the expiration of the authorized stay (special requirements apply), according to the duration of the study and documentation presented to local authority.

Additional information will be given to you by your program director in Brazil.

IMPORTANT: Please make sure NOT to abbreviate your parents' names on the completed paperwork to be presented at the Brazilian Consulate. In the past, this abbreviated paperwork was not accepted by the Brazilian Federal Police, risking the stay of the students in Brazil for the entire duration of the program. There is a fee of about R\$100 (reais) for this registration.

INTERNATIONAL STUDENT IDENTITY CARD (ISIC)

All Temple University study abroad program participants are required to obtain the International Student Identity Card (ISIC) issued by STA Travel. The ISIC, available from STA Travel entitles the bearer to basic insurance coverage, student discounts, and constitutes the most effective international proof of student status.

STA Travel has an office on Temple Main Campus in the Student Activities Center. To obtain your ISIC from the STA office, you must present your student ID and one other form of identification that indicates your date of birth (i.e., driver's license or passport). You will also need a passport-sized color or black and white photo. The ISIC costs \$22.00 if you bring a photo, or \$25.00 if you want them to take a photo for you.

STA Travel also has offices on campuses throughout the United States. For complete benefits of the ISIC, a list of STA Travel's offices, and information on purchasing the ISIC, please see their web site: <http://www.statravel.com>. Temple students can call the Main Campus STA at 215-204-4990. Students can also call STA Travel toll-free at 1-800-777-0112.

HEALTH INSURANCE

All students participating in a Temple University study abroad program are required to have health insurance with international coverage, which must be purchased in the United States. This insurance must be valid for the duration of the student's studies abroad. For this reason, all Temple study abroad participants are required to purchase the International Student Identity Card (ISIC) issued by STA Travel, which carries a basic sickness/accident insurance policy. Students can purchase the ISIC from STA Travel (see above) or any other issuing office.

The benefits of this policy include:

- Hospitalization coverage of \$100 a day to a maximum of 60 days
- \$5,000 Accident-related medical expense
- \$250,000 Emergency medical transportation (mental health problems are excluded)
- \$5,000 Accidental death and dismemberment--air
- \$1000 Accidental death and dismemberment--other
- \$250 Passport replacement
- \$50 Baggage delay

There are some exclusions in the above ISIC coverage. For coverage questions or to request a claim form, contact the insurance provider (Travel Guard) at 877-370-4742.

All students must purchase the ISIC from STA Travel or any other issuing office.

While Temple University requires that students participating in its study abroad programs maintain ISIC coverage at a minimum, the University highly recommends that students have additional insurance and discuss this issue with their family. Before you purchase additional insurance, check with your current insurance carrier to determine whether coverage will extend overseas. The following is a list of companies that offer short-term travel health insurance. Temple University is not endorsing a specific company and encourages each student to determine which policy serves his/her specific needs best.

CMI Insurance:	www.studyabroadinsurance.com	(410) 583-2595
Gateway:	www.gatewayplans.com	(800) 282-4495
HTH Worldwide:	www.hthworldwide.com	(800) 242-4178
ISIS Health:	www.isis.travelinsurance.com	(800) 247-5575
STA Travel:	www.statravel.com	(800) 777-0112
Wallach (HealthCare Global):	www.wallach.com	(800) 237-6615

For further information concerning insurance, you might also want to refer to the State Department's recommendations for U.S. citizens traveling abroad: [http:// www.travel.state.gov](http://www.travel.state.gov).

You should be aware that most insurance companies (and hospitals and physicians overseas) will require students to pay medical expenses out of pocket, submit claim forms and receipts, and then be reimbursed. This may not pose problems for doctors' visits, but if a student needs to be hospitalized for any reason, many hospitals overseas require payment before the student can be admitted. This may amount to several hundred dollars, so please plan accordingly.

Please be aware that if you purchase insurance coverage specifically for the period you are abroad, most policies will not cover treatment for pre-existing conditions. If you have any condition that will require treatment while you are abroad, be sure that the policy that currently covers you will extend overseas. Finally, be sure to take claims forms and a copy of your insurance policy with you overseas.

MEDICAL MATTERS

Since your physical and mental well-being is a fundamental component of a successful and happy stay abroad, we encourage you to plan ahead. Schedule check-ups with your physician, dentist, and eye-care specialist before departure. Even mild physical or psychological disorders can become serious under the stresses of life while studying abroad. In order to ensure that you can stay healthy while away from home, it is important that you discuss your treatment plan with your physician.

Once you are in Brazil, you will need to protect yourself in certain ways. We recommend that you avoid drinking water from the tap unless it has been boiled for ten minutes. Bottled water is always safe for consumption. Eat only well-cooked food, be careful of raw fruits or vegetables, and nuts sold by street vendors. Wash all vegetables before cooking, and wash fresh fruits before eating. Please see the following website for more information: <http://www.cdc.gov/travel/foodwater.htm>.

You will also need to guard against mosquito bites. Brazil has suffered from sporadic outbreaks of dengue fever, especially in coastal areas. Dengue is transmitted by mosquito bite, and there is no vaccine. The following recommendations come from the Center for Disease Control:

Travelers should remain in well-screened areas, use mosquito nets, and wear clothes that cover most of the body. Travelers should also take insect repellent with them to use on any exposed areas of the skin. The most effective repellent is DEET (N,N-diethyl meta-toluamide) an ingredient in most insect repellents. However, DEET-containing insect repellents should always be used according to label directions. Avoid applying high-concentration (greater than 35%) products to the skin, and refrain from applying repellent to portions of the hands that are likely to come in contact with the eyes and mouth. Rarely, toxic reactions or other problems have developed after contact with DEET. Travelers should also purchase a flying insect-killing spray to use in living and sleeping areas during the evening and night.

You will also need to guard against sunburns from the tropical sun. Wear sunglasses, a hat and clothing to cover as much of your skin as possible, and use a sun block lotion of at least 30 SPF. One alternative now is to use a combination insect repellent and sun block. For example, Coppertone makes “Bug & Sun” that has 30 SPF and is hypoallergenic and waterproof.

Medical facilities are available; participants are urged to carry their health insurance cards at all times. The program director will have the names of doctors who can provide medical attention. If you are allergic to bee stings, it is very important that you carry the allergy kit with you at all times.

For up-to-date information on health conditions in Brazil, refer to the Centers for Disease Control's Travelers' Health web site: <http://www.cdc.gov/travel/>.

MEDICATIONS AND GLASSES

If there is a medication that you must take, bring an adequate supply for your stay. If you take medications with you, be sure to have the prescriptions and leave the medications in their original container. You may be asked to show them at customs in order to prove that they are prescribed drugs. The prescription should be written in terms of the chemical composition and generic name rather than brand name, and should include dosage, instructions, and reason for prescribing the drug. Do not plan on having U.S. prescriptions filled abroad. If you wear glasses or contact lenses, take along an extra pair. Also, be sure to have the lens prescription with you in case you need it later.

RECOMMENDED IMMUNIZATIONS

You have probably anticipated that certain precautions need to be taken when traveling to a developing country, including immunizations to help protect you against diseases that are prevalent in developing nations where sanitary conditions are not comparable to those in the United States.

Below is a list of immunizations that are recommended for travel to Brazil. These include routine childhood immunizations that should be updated, such as tetanus/diphtheria and measles, and immunizations for diseases that present a low risk in Brazil. Please consult your doctor as soon as possible to see if he/she has any other recommendations, to determine whether you have any medical conditions that would preclude your receiving these immunizations (such as pregnancy), as well as to decide upon a schedule for receiving these immunizations prior to your departure for Brazil. **Do not wait** until the last minute to make these arrangements.

For Temple University students and Philadelphia residents, these inoculations and vaccines are available at the Immunization Clinic, Infectious Diseases Department, of Temple University Hospital (5th floor Parkinson Pavilion). Students can call 215-707-3807 to arrange an appointment. The office visit costs \$40.00; immunization costs vary. The doctor can also provide you with the prescription for anti-malaria tablets, and for an antibiotic that can help to protect you against travelers' diarrhea caused by bacterial infection. Unfortunately, these immunizations are not covered by most insurance plans.

There are no mandatory immunizations required for travel to Brazil. However, Temple University Infectious Diseases Department and the Centers for Disease Control in Atlanta, Georgia, make the following strong recommendations. The costs cited are those quoted by the Temple University Hospital Immunization Clinic; they are subject to change.

a) Recommended but not required for travel to Brazil

- 1) **Yellow Fever:** This is a one-dose shot. Call ahead to make sure your physician or Travel Clinic carries the immunization (many places do not carry it). This immunization is highly recommended. **Cost: \$70.00**
- 2) **Typhoid:** The oral vaccine consists of four capsules taken every other day over a seven-day period. **Cost: \$45.00**
- 3) **Hepatitis A:** Immune globulin (IG) is recommended for international travel. For those traveling for less than 3 months, a single dose (.02 ml/kg) of IG is recommended. **Cost: \$60.00**
- 4) **Malaria:** Travelers should take MEFLOQUINE (Lariam) to prevent malaria. The adult dosage is 250 mg (one tablet) once a week. Mefloquine should be taken one week before leaving, weekly while in the malaria-risk area, and weekly for four weeks after leaving the malaria-risk area. **Cost: Each tablet costs about \$10.00**

b) Routine childhood immunizations that should be updated before travel to Brazil

- 5) **Diphtheria/Tetanus:** If you have not had a Diphtheria/Tetanus booster within the last ten years, you will need an adult booster. **Cost: \$20.00**
- 6) **Measles/Mumps/Rubella:** If born before 1957, no update is needed. If the student was born after 1957 and had measles, no update is needed. If the student was born after 1957, and did not have measles, he/she should have evidence of 2 Measles vaccinations. Both must be live vaccines (all vaccines used 1969 and after are live). Both vaccines must have been administered after age 1. If all three criteria have not been met, student should receive MMR booster. **Cost: \$40.00**

FINANCIAL ISSUES

The amount of money you need for living expenses is greatly determined by: 1) the cost of living in the city where you are studying, 2) your lifestyle, 3) the currency exchange rate, and 4) how much independent travel you plan on doing while abroad.

CURRENCY

It is a good idea to familiarize yourself with the local currency before you travel. First, find out the current exchange rate, either in the business or travel section of a newspaper, or on a currency exchange web site (such as <http://www.xe.com/ucc>). If you calculate a few basic equivalencies (\$1, \$5, \$10, and \$20) you should feel more comfortable during your first few days of travel.

The unit of currency is the *real*. Facilities for exchanging money exist in Salvador/Curitiba. Participants should not carry large amounts of cash, and should change money only as needed. Students should carry U.S. traveler's checks and change them for Brazilian currency in approved locations. Major credit cards are also acceptable in some establishments and ATM machines are found in banks throughout the city.

One of the general rules of travel is to diversify your sources of currency. As you make plans, keep in mind that services available in large cities are not always available in small towns.

The following are some advantages and disadvantages of several forms of currency:

- **TRAVELER'S CHECKS**

Though now superseded to some degree by the use of ATM cards, we still recommend taking a supply of traveler's checks sufficient to cover emergencies (loss of ATM card, for example). Traveler's checks are very safe because if you lose them, they can be replaced. You should purchase your traveler's checks in the United States in dollars, and exchange them for the local currency at banks or currency exchange offices in the country where you are traveling. It's best to exchange only enough to cover your expenses for a few days. If you are not relying on an ATM card, you should bring enough in traveler's checks to cover your needs. Remember that traveler's checks provide insurance in an emergency and can always be used upon your return or deposited into your bank account.

- **CREDIT CARDS**

Credit cards (American Express, Visa, and MasterCard) are honored in many places throughout the world. **Do not** count on having your credit cards take the place of cash, but they are good to have in case of an emergency. In most countries, credit cards are not used as widely as in the United States. For example, in many countries, including Brazil, restaurants, small stores, markets, and lower-end hotels do not accept credit cards.

Please note: It is recommended that you have a credit card to be used for any necessary payments (i.e. rent) during your stay in Brazil.

- **ATM CARDS**

If you have an ATM card, it may be possible to withdraw money directly from your U.S. bank checking account. The exchange rate is favorable and the bank service fee is typically the same as it would be if you were using another bank in the U.S. ATM cards are replacing traveler's checks as a means of financial support while abroad. However, there are three things you should do before deciding to rely on your ATM card:

1. Check with your bank in the U.S. before going overseas to confirm that your card is usable in any country you may be visiting. Ask them if they will waive the service fee for using other banks' ATMs (they might not, but some students have reported success with this).
2. Make sure that your card is linked to your checking account, as some travelers report that they are unable to withdraw funds from their savings accounts overseas.
3. Also make sure that you know your PIN in numbers, as ATMs in other countries often do not have an option for punching in letters.

- ***PERSONAL CHECKS***

Personal checks made payable to you and drawn on an American bank are difficult if not impossible to cash. **Do not have family members send you checks or money orders of any kind.** If your parents would like to send you money, it would be best for them to deposit money into your checking account so that you can access it with your ATM card.

WHEN MONEY IS NEEDED IMMEDIATELY

In an emergency, another option is to have your parents wire money directly. This procedure takes about one hour and should be restricted to emergency use since there is a fee for the service. Please remember that the rate of exchange will be that of the day the transaction takes place. Two organizations that provide this service are Moneygram (1-800-926-9400) and Western Union (1-800-325-6000). You may want to call both of them before you leave to find out more details.

- ***TELEPHONE***

You may have a telephone installed at your Brazilian arranged residence. However, it is also possible for you to buy a cell phone (R\$250) and then purchase calling cards, to be used while abroad.

HOUSING

Students who are participating in the Temple University FIPSE/CAPES Program have two housing options. They may live in Temple/UFBA or Temple/UTP pre-arranged housing or they may live in independent housing with another UFBA student, in an apartment-sharing (roommate) situation.

TEMPLE-ARRANGED HOUSING

In Salvador

If two students would like to share an apartment, we recommend the Graça Residence, which is centrally located near Barra Beach, just a 15-minute bus ride away from the historic city center. The building has quick and easy access to bus lines and taxi service. Within a short walk, students can find internet cafes, banks, pharmacies, markets, laundry services, a delicatessen, and convenience stores. The apartments are fully furnished with accommodations for two to three persons to a room with access to a living room with television, two showers, and a full kitchen. In addition, the Graça Residence has complete security and a professional team of employees to make visitors feel at home. Students are able to make their own meals and will also be given a list of affordable restaurants in the area. Students may be responsible for paying for electricity, including air conditioning.

In Curitiba

Spring 2005 participants have stayed at Fenix Flat Services and seemed very happy with its location, services, and price. For more information, please visit the following web site:

www.fenixflat.com.br

Housing is provided from the official arrival day through the last day of the semester. No housing will be provided before or after this date. If you are planning to stay beyond the end of the semester, you must plan your budget and make housing arrangements accordingly. We suggest \$85/day for lodging and meals plus money for other living and travel expenses as needed during this period.

Please be aware that if you choose this housing plan, you **MUST** remain in the assigned residence for the duration of the program. Students leaving the program prior to its end may be charged for their housing expenses. By the time students arrive in Salvador, Temple has made irrevocable commitments on their behalf.

INDEPENDENT HOUSING

Students who choose independent housing are responsible for making their own living arrangements, but they are encouraged to share their housing options with the local program directors to ensure that they have selected a safe living area. With independent housing, you will be more on your own in Salvador and away from other U.S. students.

IMPORTANT: Please be aware that students are responsible for paying their rent upfront, and submitting their receipts for reimbursement (which can only happen in US dollars and can only be mailed to a US residence).

PACKING

We recommend that you *travel light* (you will be carrying your own luggage!), and that you keep your attire simple and basic to avoid being automatically identified as a "wealthy" tourist. Remember that you are going into a very different culture; your clothing should be casual and relaxed. Bring cotton and fast drying fabrics in light colors. For day-to-day activities, ordinary casual summer clothing such as T-shirts, skirts, jeans, slacks, and sneakers or sandals are suitable. For formal occasions, receptions and trips to special sites, provision should be made for at least two dresses or skirts (for women) or khakis and polo shirts (for men). Participants should bring one white casual top and skirt or white pants for festivals. A sweater is a good idea for any cool evenings. Rainwear or a poncho with a hood is also a good idea. You may also bring along swimming suits for the beach. Temperatures may range from the upper 70's to low 90's.

You are typically allowed one piece of carry-on luggage to take onto the plane. This must fit under the seat or in the overhead compartment. Remember, however, that at some point you will have to carry your belongings. Some experienced travelers recommend that you gather everything you wish to take with you, then reduce this amount by one half before packing! **Note:** Typically air passengers can check two bags. However, because baggage regulations may change or vary among airlines, it is strongly recommended that you check these regulations with the airline or travel agency prior to your departure.

Remember that you should not pack anything remotely sharp or that could conceivably be used as a weapon in your carry-on bag. You must pack these items in your checked luggage. These include, but are not limited to: Swiss Army knife, tweezers, razors, scissors, mace, etc.

You know best what you consider essential. In most cases, what you need depends on when and where you are going and what you will be doing. The following are just some suggestions that might help those traveling to Brazil.

1. Clothing should be permanent press, handwashables, drip dries, cottons; do not pack clothes that require dry-cleaning
2. A good pair of walking shoes
3. A pair of flip-flops or sandals that could be used at pools, on the beach, or in showers
4. A raincoat, poncho, or small umbrella
5. Bathing suit
6. Sweater or sweatshirt
7. 1-2 bath towels, 1-2 wash cloths, 1 beach towel (bath towels may depend on where you are staying—the Graça residence supplies towels, but it's also a good idea to have 1 or 2 of your own)
8. A backpack for carrying books, picnic lunches, or supplies during tours and travel (perhaps one big enough for weekend excursions)
9. A travel alarm clock--NOT electric
10. A camera and film or disposable cameras (You may want to bring along as much film as you plan to use because it can be more expensive abroad. Also think about using a lead bag when transporting film because airport x-rays may cause damage to some types of film)
11. A good guidebook (*Lonely Planet, Let's Go*, etc.)
12. Notebooks
13. A money/passport pouch that can be worn under clothes
14. A bilingual pocket dictionary

DOCUMENTS ALL STUDENTS SHOULD TAKE

1. Copies of your passport, credit cards, driver's license, etc. in case the originals are lost or stolen.
2. Insurance policy and claim forms

FIRST AIDS, MEDICINES, AND TOILETRIES

In general, U.S. products purchased abroad will cost more, so be willing to buy products made in the country or region where you are traveling. Many U.S. brands will not be available. In short, if you must use a specific brand, take enough toiletries for your entire stay; if not, you can buy local brands in Brazil.

1. Vitamins, aspirin (pain reliever), cough medicine, an antihistamine (especially if you know you suffer from allergies)
2. Any prescription drugs you may take (see Medications under Medical Matters)
3. Toiletries as needed (shampoo, soap, toothpaste, razor and blades, tampons or sanitary napkins)
4. Contraceptives (condoms and any other contraceptive you may use)
5. Glasses and contact lenses, solutions, and/or other eye care products

ADDITIONAL ITEMS SUGGESTED FOR STUDENTS TRAVELLING TO BRAZIL

1. Kaolin preparation (Pepto-Bismal) for mild stomach upsets
2. Imodium or Lomotil for more severe diarrhea
3. An antiseptic cream and/or anti-itch cream
4. Calamine lotion or caladryl
5. Insect repellent for your body (choose one with up to 30% DEET)
6. Sunscreen; cream or aloe for sunburns
7. A small roll of toilet paper or small packs of tissues (toilet paper is not always available in public restrooms)
8. Handywipes or disinfectant hand gel
9. Flashlight
10. Sunglasses, hat, cap, or bandanas for sun protection

SMALL ELECTRICAL APPLIANCES

If you choose to take an electrical appliance (like a hair dryer), remember that the current in Brazil is different. You can either buy an adapter before you leave, or upon arrival, you can chip in with a few other people to purchase whatever items you feel are essential.

WHAT TO LEAVE AT HOME

1. Valuable or expensive-looking jewelry
2. Unnecessary credit cards
3. Social Security card, library card, or any similar cards you routinely carry in your wallet and won't need when traveling abroad
4. Clothing with the American flag or other symbols of the United States
5. Military clothing, even Army fatigues

LIFE ABROAD

CULTURE SHOCK

Traveling to another country and living in a different culture is not always easy. Even though studying abroad might be the most fulfilling, exhilarating, and rewarding experience of your college education, there will also be moments when you feel frustrated, angry, lonely, and stupid. In fact, you might not realize how rewarding the experience has been until after you have returned home to the United States.

Living abroad can be hard because you have to make so many adjustments, not only to your daily routine, but also to your preconceived notions about life abroad and your personal beliefs. At first, the newness is exciting. You feel eager to immerse yourself in the new culture and are intrigued by the differences you encounter. This is often referred to as the *honeymoon* or *euphoria phase*.

There will come a point during your trip (often after just a couple of weeks) when the newness has worn off and your sense of adventure gives way to aggravation. You might get tired of having to struggle to make yourself understood, and the smallest of obstacles might take on epic proportions. Perhaps you feel uncomfortable looking “foreign” and find yourself feeling homesick for the first time. You might isolate yourself from the local culture and hang out alone or with your American friends more than before. You are experiencing *culture shock*, which can range from mild frustration to depression.

When you hit this low point, keep in mind that it will pass. Accept it for what it is, and realize that some degree of culture shock is inevitable for just about every traveler. Little by little, you learn how to negotiate daily life in your new setting, and feel more confident. Eventually, rather than feeling frustration, you try to understand the cultural differences, and might even begin to re-evaluate your own beliefs. You have entered the *adjustment and acceptance phase*. You might still have some low points, but you have an established daily routine and can use your sense of humor when confronted with difficulties. This is when more profound learning can take place.

CULTURAL STEREOTYPES

As mistaken or partial as stereotypes might be, you will have to confront them during your travels. What many U.S. students are unprepared for when they travel overseas are the stereotypes that exist about the United States. Many people in other countries feel they know the United States very well due to the contact they have with our culture through Hollywood movies, television, the internet, and world events. Others have developed images of us through what they observe of U.S. tourists. If you consider these sources, you can begin to understand the nature of the stereotypes that exist for us. A few characteristics—both positive and negative—that are frequently associated with United States culture and people are that:

- All Americans are wealthy, greedy, materialistic
- We expect everyone to speak English
- We are ignorant of other countries and of current events
- Americans are independent
- We have a strong work ethic
- The United States is a land of opportunity
- We are prone to violence; many carry guns
- We want everything done our way
- Everyone eats fast food and drinks Coca-cola
- We are friendly
- Americans drink to get drunk
- We are loud

Traveling to another country allows you to observe your own culture from a new perspective. This can be both an eye-opening experience as well as a great opportunity to dispel stereotypes. By immersing yourself in another culture, you can get beneath the misconceptions you might have had upon arrival. Similarly, by letting other people get to know you and by acting respectfully towards their culture, you help to foster a greater understanding of the United States that extends beyond fast food, Hollywood, and television.

RACIAL AND ETHNIC CONCERNS

(This section is adapted from www.studyabroad.com/handbook, written by Bill Hoffa)

No two students studying abroad ever have quite the same experience, even in the same program and country. This same variety is true for students of color and those from U.S. minority, ethnic, or racial backgrounds. Reports from past participants vary from those who felt exhilarated by being free of the American context of race relations, to those who experienced different degrees of “innocent” curiosity about their ethnicity, to those who felt they met both familiar and new types of ostracism and prejudice and had to learn new coping strategies. Very few minority students conclude that the racial or ethnic problems that can be encountered in other countries represent sufficient reasons for not going. On the other hand, they advise knowing what you are getting into and preparing yourself for it. Temple University International Programs can help you to find others on campus who have studied abroad and who can provide you with some counsel.

CRIME, VIOLENCE, AND TERRORISM

(This section is adapted from www.studyabroad.com/handbook, written by Bill Hoffa, and the U.S. State Department web site, www.travel.state.gov)

Most countries in the world have less street crime and personal violence than is potentially present in urban and suburban America. Indeed, in many countries U.S. students report when they return that they had never felt safer in their lives. This does not mean that there is no crime and that your safety is assured--because of, or in spite of, the fact that you carry a U.S. passport in a perhaps statistically more peaceful local environment.

The simple fact of your being a foreigner and not knowing quite what is and isn't safe behavior--not being certain where and where not to go or how to act--increases, at least somewhat, the possibility that you can be victimized by petty crime, such as fraud, robbery, theft, or even physical attack. Further, in certain places and at certain times, it is very possible to get caught in the midst of political or social strife which may not be directed at you personally or even at you as an American, but nevertheless can be very dangerous.

Terrorism, unfortunately, is a reality. To succumb to the threat by reacting in fear may well be the objective that terrorists seek to achieve. It is more important than ever to stay informed of both international and local events. While abroad, read the local and international newspapers, read CNN on-line or watch it on TV (when available), and listen to or read the updates provided by your program director. Consult the U.S. State Department travel website before and during your period abroad (see Web Resources). The State Department issues three types of announcements: **Consular Information Sheets**, **Public Announcements**, and **Travel Warnings**. **Consular Information Sheets** are available for every country in the world. They describe entry requirements, currency regulations, unusual health conditions, the crime and security situation, political disturbances, areas of disturbances, as well as emergency telephone numbers for U.S. consulates and embassies. **Public Announcements** provide information about relatively short-term and/or transnational conditions posing significant risks to the security of American travelers. They are issued when there is a perceived threat, even if it does not involve Americans as a particular target group. The Worldwide Cautions issued by the State Department since September 11, 2001, are an example of a Public Announcement. The third and most serious announcement is the **Travel Warning**. In some dangerous situations, the U.S. State Department issues a

Travel Warning, recommending that Americans defer travel to a country or to a particular region within a country.

COMMON SENSE PRECAUTIONS

(This section is adapted from www.studyabroad.com/handbook, written by Bill Hoffa)

- Keep a low profile and try not to make yourself conspicuous by dress, speech, or behavior, in ways that might identify you as a target. Do not draw attention to yourself either through expensive dress, personal accessories (cameras, radios, jewelry, etc.) or careless behavior.
- Avoid crowds, protest groups, or other potentially volatile situations, as well as restaurants and entertainment places where Americans are known to congregate.
- Keep abreast of local news. Read local newspapers, magazines, etc. and speak with local officials to learn about any potential civil unrest. If there should be any political unrest, do not get involved.
- Be wary of unexpected packages and stay clear of unattended luggage or parcels in airports, train stations, or other areas of uncontrolled public access.
- Report to the responsible authority any suspicious persons loitering around residence or instructional facilities, or following you; keep your residence area locked; use common sense in divulging information to strangers about your study program and your fellow students.
- If you travel to countries beyond your program site and expect to be there for more than a week, register upon arrival at the U.S. consulate or embassy having jurisdiction over the location.
- If you are taking a weekend excursion on your own or with a few friends, make sure the program director always knows where you are going and how to contact you in an emergency—even if only overnight.
- Develop with your family a plan for regular telephone or e-mail contact, so that in times of heightened political tension, you will be able to communicate with your parents directly about your safety and wellbeing.
- The U.S. government monitors the political conditions in every country around the world. For current information, advisories, or warnings contact the State Department in Washington DC (202- 647-4000) or the local U.S. embassy or consulate where you are (see Web Resources).
- Be aware of local health conditions abroad; especially if you are traveling to remote areas, you should be aware of any public health service recommendations or advisories. For current health conditions abroad contact local officials, or consult the Centers for Disease Control (See Web Resources).
- Know local laws: laws and systems of justice are not universal and you will be subject to the laws of the host country. Do not assume that just because something is legal in the United States, that it is legal abroad.
- Use banks to exchange your money; do not exchange your money on the black market (on the street). Do not carry more money than you need for the day. Carry your credit cards, etc. in a very safe place.
- Do not impair your judgment due to excessive consumption of alcohol, and do not fall under the influence of drugs.
- Female travelers are sometimes more likely to encounter harassment, but uncomfortable situations can usually be avoided by taking the following precautions: Dress conservatively. While short skirts and tank tops may be comfortable, they may also encourage unwanted attention. Avoid walking alone late at night or in questionable neighborhoods. Do not agree to meet a person whom you do not know in a non-public place. Be aware that some men from other countries tend to mistake the friendliness of American women for romantic interest.

FOR PARENTS

INFORMATION TO BE LEFT WITH PARENTS OR GUARDIAN

1. The name, address and phone number of the OnLine Learning Program at Temple University (see Contact Information).
2. A copy of the number on the traveler's checks. (Students should also keep a record of these numbers with them (but not in the same place as the traveler's checks) so any lost/stolen checks can be easily replaced.
3. Copies of checking account, savings account, credit card, and social security numbers, along with copies of your child's passport and visa. This goes for any other similar numbers or information you think might be needed.
4. Names, addresses (including email), phone, and fax numbers of all important University contacts at your home institution for Financial Aid, Housing, Registration, etc. should you need to attend to any of these matters during the summer.
5. Travel/flight information.

HOW TO REACH YOUR SON OR DAUGHTER

Do not be alarmed if you do not immediately hear from your son or daughter. Mail can take several weeks. Phone calls from Brazil are most easily made by using a long-distance calling-card service, if you have one. Call your long-distance phone company to see if you can make calls from Salvador, Brazil on your calling card, and ask for any access numbers. Calling direct or collect from Brazil to the United States will be very expensive. You will probably not be able to use your cell phone. U.S. cell phones require an additional chip that will allow the phone to make international calls. Email access will be available at the university.

RECEIVING MAIL IN SALVADOR

Mail can be sent to your son or daughter's address, but please keep in mind that mail from the United States to Salvador can take up to 10 days to arrive. You should **not** send anything of value. DHL and Federal Express services are expensive but may be worth considering depending on what is being sent and if time is critical. Be sure to compare the rates and weigh the pros and cons.

IN THE EVENT OF AN EMERGENCY

Should you need to contact your child in the event of an emergency, you may call Tereza Mirenda at 71-263-7250 or you may send an email message to tmirenda@UFBA.BR. **Please remember that there is a three-hour time difference during the summer; Salvador is three hours behind Philadelphia.** You may also call Dominique Kliger at 215-204-3154 or send an email to dominiq@temple.edu. Additionally, you call the OnLine Learning Program at Temple University, 215-204-2712, (Monday -Friday, 8:30 - 5:00) or send an email to online@temple.edu. If it is not during normal business hours, you should call the Temple University Security office, 215-204-1234, and leave a phone number where they can be reached; a Temple University OnLine Learning Program administrator will get back to you as soon as possible.

CONTACT INFORMATION

Temple University OnLine Learning Program

1301 Cecil B. Moore Ave.
Ritter Annex Bldg. Room 663
Philadelphia, PA 19122
Telephone: 215-204-2712 (main office)
Fax: 215-204-0729
<http://oll.temple.edu>

Director:

Dr. Dominique Kliger
dominiq@temple.edu
(215) 204-3154 (office)
(610) 275-9499 (home)
(215) 285-0766 (cell)

Bridgewater State College

Dr. Lidia Silveira
Bridgewater State College
Bridgewater, MA 02325
lsilveira@bridgew.edu
(508) 531-2021 (office)
(617) 645-4234 (cell)

UFBA

Av. Reitor Miguel Calmon s/n
Campus Canela
Salvador, Bahia 40 110-100
(71) 263-7250 (office)
FAX: (71) 263-7292
<http://www.ufba.br>

Directors:

Dr. Nelson Pretto
nelson@pretto.info
(71) 263-7250 (office)
(71) 9609-2836
Dr. Theresinha Miranda
tmiranda@ufba.br
(71) 263-7250 (office)
(71) 9968-1016

UTP

Dr. Iolanda B. C. Cortelazzo
R. Sydney Rangel Santos 238
Curitiba, PR – 82010-330
iolanda@boaaula.com.br
(041) 331-7686 (office)
(041) 9167-5915 (cell)

WEB RESOURCES

Temple University

Academic Records:	www.temple.edu/registrar	215-204-1131
Bursar:	www.temple.edu/cashops	215-204-6720
Financial Aid:	www.temple.edu/SFS	215-204-2244
Housing:	http://atlas.ocis.temple.edu/housing	215-204-7184
International Programs:	www.temple.edu/studyabroad	215-204-0720
International Services Regional Passport Office:	www.temple.edu/ois/passport.html	215-204-7708
OnLine Learning Program:	http://oll.temple.edu/oll	215-204-2712
Institute on Disabilities:	http://disabilities.temple.edu/	215-204-6336
Program Information:	http://isc.temple.edu/fipsecaeprogram/	

Government Resources

U.S. State Department (Travel):	www.travel.state.gov
U.S. State Dept. Passport Application:	www.travel.state.gov/download_applications.html
U.S. State Dept Medical:	www.travel.state.gov/medical.html
U.S. State Dept. Travel Warnings:	www.travel.state.gov/travel_warnings.html
Consulate General of Brazil in New York:	http://www.brazilny.org/index_English.html
Philadelphia Passport Agency:	www.travel.state.gov/ppt_pa.html
Center for Disease Control Travelers' Health:	http://www.cdc.gov/travel/foodwater.htm
U.S. Embassies Abroad:	www.usembassy.state.gov
Visa Requirements for U.S. Citizens Abroad:	www.travel.state.gov/foreignentryreqs.html
PA Dept of Vital Records (Birth Certificates):	www.health.state.pa.us

Program Guides for Study Abroad

Institute of International Education:	www.iiepassport.org
Study Abroad resources:	www.studyabroad.com
GoAbroad:	www.GoAbroad.com

Travel Resources

STA Travel (student travel):	www.statravel.com
International Student Identity Card:	www.statravel.com/planyourtrip/isiccard.asp
Transitions Abroad magazine:	www.transitionsabroad.com
International Youth Hostels/American Youth Hostels:	www.hiayh.org
Delaware Valley Council of American Youth Hostels:	www.hi-dvc.org
Eurail pass:	www.eurail.com
Let's Go guidebooks:	www.letsgo.com
Lonely Planet guidebooks:	www.lonelyplanet.com
Frommers travel:	www.frommers.com
Rough Guide guidebooks:	www.travel.roughguides.com
Currency converter:	www.xe.com/ucc
Moneygram:	www.moneygram.com
Western Union:	www.westernunion.com
Worldwide Internet Café Guide:	www.netcafeguide.com/frames.html

Hardware and software tips for your laptop while traveling: www.roadnews.com and www.teleadapt.com

Short-Term Travel Health Insurance

CMI Insurance:	www.studyabroadinsurance.com
Gateway:	www.gatewayplans.com
HTH Worldwide:	www.hthworldwide.com
ISIS Health:	www.isis.travelinsurance.com
STA Travel:	www.statravel.com
Wallach (HealthCare Global):	www.wallach.com

Brazil Information

SALVADOR

Pelourinho Virtual (information in Portuguese on Salvador):	www.pelourinhovirtual.com.br/
Information on Salvador (in Portuguese)	www.pms.ba.gov.br/
Information on travel in Brazil:	www.uoregon.edu/~sergiok/brasil.html
Brazilian Consulate in NY:	www.brazilny.org/ -- Search -- Fast Facts about Brazil
Brazilian Embassy in Washington:	www.brasilemb.org

CURITIBA

Curitiba Turismo	http://www.curitibaturismo.com.br/
Guia Geografico Curitiba	http://www.curitiba-parana.com/index.htm
Conhecer Curitiba	http://conhecercuritiba.com.br/cidade.php
Tradicoes Culturais em Curitiba	http://www.curitiba-parana.com/tradicoes-culturais.htm

CALENDAR

DUE BY MAY 1:

- Non-refundable \$200 deposit
- Letters of recommendation (2)
- Letter of interest

DUE BY NOVEMBER 15:

- Result of Portuguese exam
- Request for Approval to Study Abroad (signed)
- Trip Itinerary
- Confirmation that Police Clearance Report was obtained
- Confirmation that all documents needed to obtain the Student Visa have been obtained
- FIPSE/CAPES Program Agreement signed
- Terms of Responsibilities form signed
- Risk and Assurance form signed
- Affidavit of Support letter signed

DUE BY DECEMBER 15:

- Copy of Student Visa
- Copy of ISIC card
- Housing Option Plan Form
- Travel and authorization request form signed

DUE BY FIRST WEEK OF JANUARY (TBA):

- Final Instructions meeting with students and parents
- Power of Attorney form signed (if applicable)
- Emergency Contact Information forms signed
- Loan Disbursement Form signed (if applicable)

REQUIRED DOCUMENTS

The following documents are required for your participation in this program. Please see the CALENDAR Section to learn when which document is due.

Faculty Letters of Recommendation (2)
Letter of Interest
FIPSE/CAPES Brazil Agreement
US/Brazil Program Terms of Responsibility
Expenses Not Reimbursed by the Grant
Assumption of Risk and Release
Housing Form
Travel Itinerary
Travel Request Authorization
Flight Information
Request for Approval to Study Abroad
Photocopy of Student Visa/Passport/ISIC Card
Health Information Forms
Emergency Contact Information
Affidavit of Support (if applicable)
Power of Attorney (if applicable)
Loan Disbursement form (if applicable)

Please also send an e-mail message to your program director acknowledging that you have read the following two documents and reviewed their web sites for up to date information:

U.S. Department of State Travel Warning

http://travel.state.gov/travel/tips/regional/regional_1172.html

Health Information for Travelers to Tropical South America

<http://www.cdc.gov/travel/tropsam.htm>

Please also read the University's Student Code Conduct @:

<http://www.temple.edu/assistance/udc/coc.htm>