***Pre-Departures Orientations Conducted by Faculty Leaders should include:***

1. Program schedule/itinerary
2. Course expectations
	1. Participate in all scheduled program events and lectures
	2. Complete all required readings before and during program
	3. Complete all required written work by the specified deadline
3. Conduct: Expectations for behavior, including the code of conduct
4. Additional expectations: please discuss with your leaders if your program will have additional behavioral or academic expectations, and how you will manage students
	1. Group arrival times/departures
	2. Group meals/individual meals
	3. “Alone time” – will students be allowed to “be alone”
5. Discuss housing and living arrangements (will they live in hotels, residence halls, etc)
6. Transportation (how your group will navigate travel abroad)
7. Cultural Expectations (including special procedures, gift-giving, gender relations, social etiquette, dress) for host country
8. Packing recommendations - don’t bring more than you carry
9. Health and Safety Precautions
	1. During Winter Break - stay safe and healthy
	2. Managing illnesses while abroad
		1. Bring the proper amount of prescription medications with you.
		2. International health insurance included in the fee - students can review the insurance information in their portal at [global.eckerd.edu](https://global.eckerd.edu/)
	3. Recommend travelers register with US State Department Smart Traveller Enrollment Program ([STEP](https://step.state.gov/)) to allow the US Embassy, family and friends to locate you in the event of an emergency
	4. Create and share a communication tree for students to contact leaders, providers, etc.
	5. Develop emergency procedures for all travel locations and identify rally points.
10. Finances – how much money they should plan to bring, will ATMs be available, using credit cards vs. cash
11. Billing – Bursar will bill student accounts prior to departure. Global Ed travel scholarships will be applied to their student account afterwards.
12. Communication with parents/guardians while abroad (international cell phone plans and/or other means of communication available in your country)
13. Accommodations – if students utilize resources on campus (accessibility and accommodations, counseling, etc) they need to discuss with office and communicate ASAP with faculty members
14. Expectations versus reality (rolling with the punches)