

# ***Study Abroad Guidelines***

## ***Humanities and Arts Signature Program***

In order to receive credit for the “Off-Campus” requirement of the Humanities and Arts program, students must complete a 150-hour internship, attend a university residency program, or take a 10-day educationally-focused foreign trip led by a licensed tour guide/company. If you have decided to take the latter option, see the Program Coordinator to find out whether or not your trip qualifies to fulfill this portion of the program.

Once your trip has been approved, you must complete the following tasks in order to be formally granted program credit:

- 1) *Keep a daily journal (ten days or longer) of your activities.* Set aside a small time during each day (before you go to bed, while you are on the tour bus, etc.) to record your sightseeing activities, your reactions, your thoughts about anything that is happening on the trip. For example:
  - reflections on Big Ben, St. Mark’s Square, the Blarney Stone, etc.
  - reactions to foreign food, shopping, people, services
  - fun with roommates
  - the best/worst thing that happened that day

*Some tips:*

- Keep a log (or, a group log) of quotable quotes from the trip (these are always fun to remember later)
- Write down short descriptive phrases about things that happen that will help you remember the event later
- Establish a place in your baggage (a side pocket or a folder) where you can keep all of the museum tickets, brochures, postcards, metro stubs, etc., that you want to keep as mementos. You will need these later for your scrapbook.

*Note: You **WILL NOT** turn in this journal; it is to use while you are writing the reflection and making the scrapbook.*

- 2) *Within six weeks from the end of the trip, create a scrapbook with pictures and mementos in it.* Here are the specifications:
  - This scrapbook should be regular size (or larger, if you like), preferably with archival quality pages (to preserve your pictures)
  - Mount your pictures in the order that you prefer (chronological or topical) and include short captions about each one.

- The pictures should be printed on photo paper and secured to scrapbook pages; please do not print out photos on regular paper and turn them in.
  - Include your tickets, metro stubs, brochures...anything you picked up from the trip in order to help preserve the trip in your memory.
  - Include typed-up sections from your journal in order to punctuate the pictures and mementos. You may either type up your entire journal OR include segments from it. These descriptions should be placed next to the pictures to which they apply.
- 3) *Write a 1500-word reflection of your time on your trip* (1000 words is approximately five (5) typed, double-spaced pages). Use your daily journal to help you with this reflection. Answer the following types of questions:
- What did you do? Where did you go? What sights did you see?
  - What did you learn about the foreign culture you were in? Food? Architecture? Clothes? Restaurants? Speech? Personalities? What did you think about all of these things?
  - What did you learn about yourself on this trip? About your fellow travelers?
  - What was the best/worst part of the trip? Why?
  - Remember, this piece is a reflection, so rather than focusing on a blow-by-blow of the trip (which is in your journal and scrapbook anyway), focus on your reactions to what you did, saw, and ate.

**Submit the 1500-word reflection with the scrapbook; the reflection itself will not be returned (but of course you will get the scrapbook back).**

The due dates for this project are as follows:

**Spring Break Trip:** June 1 (or the first school day following that date)  
**Summer Trip:** September 20 (or the first school day following that date)

If trips are taken at other times during the year, see the Program Coordinator for your specific due date.