

## GIVE Program Acceptance

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If you have received your acceptance letter from the Crimson Foundation (CF)—congratulations and welcome to the GIVE Program. Please read the following instructions carefully and be sure to complete all necessary steps and documents.

### Passports and Visas

If you do not have a passport and have not yet applied for one, then do so immediately. Applications are available in the Crimson Foundation or at the US Post Office, or on-line: [Travel.State.Gov](https://travel.state.gov). If you already possess a passport, check the expiration date, it should be valid for six months after you return from your GIVE program. Most of the countries in which our international programs are located, require a student visa. Students must have a passport before they can apply for a visa. Visa application information and instructions will be provided to all students during the pre-departure period.

### Photos

Photos are required throughout the acceptance and pre-departure process. Please consider having at least 6-8 passport photos taken (the local UPS store, Walgreens, and Rite Aid take passport photos).

### Examples of photo requirements:

- [Passport application \(2\)](#)
- [Visa applications \(2 or more\)](#)

### Acceptance Documents

To continue with the GIVE program process, you will have the following documents to complete:

- [Confirmation of Participation Form \(MS Word\)](#)
- [GIVE Program Agreement](#)
- [Fees and Expenses Sheet](#)

### Acceptance Procedures

Students contact the Program Administrator to pick up the forms listed above.



1. Student must complete and sign the Confirmation of Participation form and return it to the Crimson Foundation, in order to proceed to the next stage of their application.
2. Student will complete and sign the program agreement and return to Crimson Foundation.
3. Student will sign the Fees and Expense Sheet for the program in which they will be participating (available at Crimson Foundation)

## **Deadlines**

The application deadline for admissions must be submitted to Crimson Foundation. Always check with the Program Administrator if you have any questions.

Crimson Foundation does not discriminate on the basis of race, sex, sexual orientation, religion, age, marital status, national and ethnic origin, or disability.

## Program Pre-departure

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### Visas

- Depending on the country to which you are going, there are various visa requirements and costs. Visa requirements also differ depending on your country of citizenship.
- Some countries have electronic application systems (Australia), but most require a hard-copy application, photos, your passport, various other documents, including proof of financial support, and letters from CF and your host institution.
- Country specific visa application information will be provided by the International Programs office.
- Check the following website for visa information specific to your country of interest: <http://www.embassy.org/embassies/>.
- Visa application requirements can vary depending to which Consulate office you will be applying. Please be sure to check with the Consular office that covers your area of residence.

### Pre-Departure Orientation

All students must attend a Pre-Departure Orientation before they depart for their summer abroad. The purpose of this orientation is to prepare students for their experience in terms of both general information and program specific information.

- The orientation is held late in the semester before the end of classes.
- If a pre-scheduled athletic or academic event prevents the student from attending, the student must notify the Program Administrator in advance, to schedule a make-up session.

### Acceptance Documents

- All students will receive an official acceptance from the international program to which they are applying, either via e-mail or letter.
- We require the student to "Respond to Offer," within a specified time frame.
- We will provide housing information several weeks (longer during the summer) after they issue the official acceptance letter.

### Housing

All students will have their housing arrangements confirmed before departure. Student housing options are dependent on the program in which they are participating. In Rwanda, students will stay at the Maginn House, a housing facility that will accommodate up to 24 people. The facility



is equipped with modern bathrooms and a kitchen. In addition, water, electrical, and Wi-Fi utilities are present.

## **Transportation**

Based on the completion of the Travel Information document, arrangements will be made for pick-up and drop off services for the airport. In addition, daily transportation will be provided to and from the school location, tourist destinations and in-country sites.

## **Documents**

The following documents must be returned to the Crimson Foundation before the student departs for their destination:

- Program Application
- Program Waiver
- Program Agreement
- Program confirmation
- Student Health form
- Travel Information document
- Any of the documents listed above not handed in before the end of the semester

## **Arrival Information**

Details of arrival procedures will be supplied for each program. Some international offices provide airport pick up services for students, whereas other programs require students to arrive under their own arrangements (i.e. taxi, bus, train).

## GIVE Program: While Abroad

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### As Soon as You Arrive

- Contact home to let family and friends know that you have arrived safely.
- Notify the Crimson Foundation via e-mail, of your safe arrival, at your earliest possible convenience.

### International Office

Crimson Academy of Kagina is there to provide assistance and guidance for your summer abroad. Please contact them with questions. If your concerns are not getting addressed in a satisfactory manner, always feel comfortable contacting the CF Program Administrator with any questions or problems you encounter.

### Orientation

**Crimson Academy of Kagina** offer visitor orientation upon arrival to the facilities. On-site orientation should include guidance and directions on:

- Program schedule and activities
- School life
- Money Exchange
- Internet/phone availability and options
- Medical services and facilities
- Tour of town or city

### After You Are Settled

- Send an Email to the CF confirming your contact information: physical address, telephone number and e-mail address.
- Send an e-mail to let us know how you are adjusting.

### Information from CF

You will receive Email correspondence throughout the term from the Program Administrator. Email is the only way that communication will be sent, so you must check your Email often. You will receive correspondence regarding the following:



- **Travel Warnings** or Worldwide Cautions or Public Announcements from the U.S. Department of State-these will be forwarded to you from the Director of International Programs.
- General "hello" e-mails from the GIVE program student worker at CF-some of these e-mails may request information from you, please respond.

### **Remember**

- Work hard
- Take advantage of the cultural and service learning experience available to you
- Have Fun!

### **Return to U.S.**

- Think about what it will be like to be back in the U.S.
- Give thought to what you have learned, and the ways that knowledge may be effectively used and shared at CF

## GIVE Program: Re-entry

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Often described as the most difficult part of the GIVE program process, re-entry to your home country, culture and school, can be a significant adjustment.

### Documents

- All students are required to complete a [Program Evaluation Survey](#) upon their return to CF

### Events and Opportunities for Returning Students

- Welcome Back and Re-entry events are held for all students returning from a semester or year abroad.
- Students are asked and encouraged to participate in campus promotion of GIVE program. Examples of these events are:
  1. Study Abroad Fairs—one each held in the spring and fall semester
  2. Admission Open Houses—presentations on GIVE program are held to inform prospective students of the GIVE program opportunities at CF
  3. Parent Weekend—GIVE program students and international students talk about their global education experiences
  4. Various on-campus promotions held by the Crimson Foundation during the semester
  5. Assisting in the pre-departure orientation, to inform students about the specifics of their GIVE program
- Students are encouraged to be a “buddy” to a new international exchange student.
- Students are encouraged to become involved with the International Relations Club and all international students and activities on campus.
- Students may be considered for job opportunities at Crimson Foundation, either as a Student Assistant or as an International Student Peer Mentor. Contact the Program Administrator to determine availability of positions.