

Universidad del Bío Bío (UBB) Exchange Program

for GVSU Applicants 6/25/2015

The information in this document is subject to change. PIC aims to provide students with the most up-to-date information; however, information at the host university may change. Updated information will be provided to participants when it becomes available.

If you find a link does not work, please copy and paste the website into your browser. If the link still does not work, please let us know.

1 Home School Approval

All GVSU students who want to earn credit at GVSU for a study abroad program must first apply for home school approval through the OASIS online application system, www.gvsu.edu/oasis.

The study abroad application through the GVSU online system (OASIS) allows students to apply for home school approval to participate in a specific study abroad program. If you change your study abroad program at any time, you must submit a *Study Abroad Change Form*. All programs are subject to approval.

Keep your information updated. The Padnos International Center refers to the information in OASIS for up-to-date program information, and student contact information. Please let us know if information changes.

Please note: Padnos International Center is referred to throughout our documents as PIC.

✓ Study Abroad Orientation

All study abroad participants are required to attend one Study Abroad Pre-Departure Orientation. Students who attend one of these required sessions will be eligible to receive their full deposit refund. We will not refund the deposit to students who do not attend one of the many sessions offered throughout the semester prior to your departure.

✓ PIC Required Documents



Once you are “accepted” to participate in your chosen study abroad program, your OASIS account will give you access to additional information, including required forms.

The documents below are due to PIC by: AUG 15 (Fall departures); **DEC 15** (Winter departures);

All students must submit the following required forms in order to be eligible to receive their deposit refund:

- ☐ Flight Itinerary
- ☐ Medical insurance
- ☐ Passport copy
- ☐ Health information

	<p>Students who plan to use financial aid to help cover the cost of their study abroad program must submit:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Expense Form <input type="checkbox"/> Accept the financial aid you plan to use for your semester abroad in MyBanner. <p>Students who plan to take course abroad that will fulfill specific degree requirements must submit:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Course Approval Form and/or email confirmation specifying the departmental approval.
<p>✓ Course Approval Process</p>	<p>For detailed instructions on securing approval for the courses you want to take abroad, visit: http://www.gvsu.edu/studyabroad/partnership-academics-517.htm</p> <p>Note: If you are unsure what courses to take, we recommend you meet with either Prof. Mike Vrooman or Prof. Laura Fox in the Spanish Department. They have both recently been to UBB and can advise you on course options for students seeking Spanish credit.</p>
<div> <div>2 Host University Application</div> <div> <p>Once a student has been approved by the Padnos International Center to participate in a partnership program, the student will be invited to begin working on the host university application materials. Students are still subject to approval by the host university and must also complete the required application materials to formally apply for this program. Again, the OASIS application is for the home school approval only.</p> </div> </div>	
<p>✓ UBB Application Requirements</p>	<p>The Padnos International Center will send detailed application instructions to all exchange participants soon after the GVSU priority application deadline (February 1, or September 10). If you do not receive the application instructions within 1 week after the priority deadline, email Chris Borda at: bordac@gvsu.edu.</p> <p>APPLY FOR YOUR PASSPORT RIGHT AWAY IF YOU DO NOT HAVE ONE! <u>A copy of your passport is required in order for you to apply for this program.</u> Passport processing can take 4-8 weeks. We strongly recommend you not delay in applying for your passport. UBB will not process your application until a copy of your passport is presented.</p>
<p>✓ Course options</p>	<p>UBB offers a list of course titles on their website (in Spanish). In many cases, we are required to contact UBB for additional course information such as syllabi or a course description. Many courses have been pre-approved at GVSU. If you are interested in taking a course that is not on the pre-approved list and need additional course information, please contact either Rebecca Hambleton at: hambletr@gvsu.edu or Chris Borda at: bordac@gvsu.edu.</p> <p>Students will pick classes during the first week.</p>
<p>✓ Program Costs</p>	<p>A detailed budget breakdown is available on the PIC website. See link below.</p>

	http://gvsu.edu/studyabroad/additional-information-universidad-del-bio-bio-618.htm
 Accommodation	<p>Students have a choice of living with a local family, or living in a shared apartment with other international students.</p> <p>Students typically request a homestay placement. The homestays are within a reasonable distance from campus. Most are a walk or a short bus ride away. Homestays do include 3 meals per day. All of the families are well-known by UBB colleagues and come highly recommended by past participants. GV students are responsible for paying their host family each month. The current homestay cost is between \$450-\$500 USD per month.</p> <p>Students interested in more independent living are welcome to find housing in a nearby apartment. It is common for other international students to live together in a local house. Students can request additional information about these options directly through UBB's International Office. The average cost for a shared house would be around \$250 per month which does not include meals.</p> <p>Students who choose to live in a homestay will pay the cost directly to the family. The cost will be around \$2,250 for the semester or around \$450 per month. Students who choose to stay in an apartment will pay housing fees directly to the landlord or housing provider. The cost for private apartments will vary.</p>
 Program Dates/Calendar	<p>http://www.ubiobio.cl/w/?lng=en#Academic_Calendar_2015Eng</p> <p>UBB will provide students with specific dates for on-site orientation in the pre-arrival instructions.</p> <p>Reminder: you may have to copy and paste links into your browser!</p>

✓ Application Timeline

This is a general timeline based on past semester and is subject to change from year to year.

Timeline for Exchange Participants

	Fall Semester (UBB's Semester 2)	Winter Semester (UBB's Semester 1)
Apply to study abroad in OASIS (GV application system)	Final Deadline for COMPLETED application is February 1	Final Deadline for COMPLETED application is September 10
PIC will send host university application instructions to students	Soon after the OASIS application deadline	Soon after the OASIS application deadline
Host university Applications due back to PIC	By February 16	By September 20
Students should apply for an FBI background check – this will be valid for 4 months. Students must apply for their student visa prior to the FBI background check expiration.	Apply in March – process can take 2 weeks to 2 + months to receive. Your FBI background check will only be valid for 4 months.	Apply in November – process can take 2 weeks to 2 + months to receive. Your FBI background check will only be valid for 4 months.
PIC will send host university applications to UBB	By March 15	By October 1
UBB is on summer break - many offices are closed during this break	End of January – end of February	March
Academic calendar available for entire year	March	Early January
UBB will send acceptance letters to PIC (Once students are accepted by UBB, they can purchase airfare and apply for their student visa)	late June	Early January
Orientation/arrival dates are confirmed	late June	Early January
Homestay placements are sent to students	Early July	Early February
Arrival Information & Pre-Departure Details from UBB	Early July	January
Travel to Chile	End of July or early August	End of February or early March
UBB sends transcript to GVSU	April	October

Please note: UBB is on summer break much of January and into February.

✓ Partner University Contacts

Main Contact for student inquiries:

María Isabel Cristi Cortés

Encargada de Movilidad Estudiantil

Dirección General de Relaciones Institucionales y Cooperación Internacional

Concepción: Avda. Collao 1202, Casilla 5-C - CP: 4051381

Fono: (56)(41)311 1720 - (09) 760 93 886

micristi@ubiobio.cl

Director of International Relations Office at UBB:

Maureen Trebilcock K., PhD

Directora General de Relaciones Institucionales

Director of Institutional Relations and International Affairs

Fono: (56)(41)3111303

Av. Collao 1202 - Concepción

mtrebilc@ubiobio.cl - www.ubiobio.cl/rrii

Chillan Campus

Chillán: Avda. Andrés Bello s/n, Casilla 447 - CP: 3800708. Fono/Fax: (56-42)2463000

3 Pre-Departure Resources

Become a WELL-INFORMED traveler! Research you host country before you leave, and avoid going abroad unaware and unprepared. **It is up to YOU, the participant, to research and educate yourself before you leave.**

Visit: www.gvsu.edu/studyabroad, select "Before You Go."

✓ Flights/Arrival City/Travel to host institution

Students will typically fly into Santiago as the port of entry into Chile. Most students will then fly on to Concepcion; however, this is subject to the arrival instructions provided by UBB. UBB does offer to meet students at the airport in Concepcion provided the appropriate documents are completed. Please check with UBB prior to making any flight arrangements if you would like to receive an airport greeting. Students attending the Chillan campus may choose to take a bus direct from Santiago. Again, additional information will be provided by UBB in your pre-arrival instructions.

If you fly into Santiago and want to take a bus to Chillan, you will need to make your way to the Santiago's Central Bus station. If you take a taxi from the airport it will cost you around \$50 US to get to Santiago's central bus station. Official taxis have an orange license plate.

✓ State Department Travel Information

GVSU students are required to register their trip with the US State Department through the Smart Traveler Enrollment Program. Visit: <http://travel.state.gov> for details. Students should also carefully review the country information posted on the State Department website. Safety and security considerations are available on this site.

✓ Visa Information/link to consulate/timeline for application

US citizens are required to have a visa to study in Chile. Students will be responsible for applying for their visa on their own. PIC does not apply for Students will be required to include a letter from the home university. Please send an email to Becca Hambleton at: hambletr@gvsu.edu to request this letter for your visa application.

This information is subject to change without notice.

Additionally, all applicants should plan well in advance to secure an FBI background check which is required for a student visa. The FBI background check can take anywhere from 3-16 weeks, depending on the backlog of requests. The FBI background check must be current (issued within 4 months) when you apply for your student visa. The timing of this process will be important to make sure you apply for the FBI background check in plenty of time, but not too early that it will expire before you are ready to apply for your student visa. You must apply for your study visa within 90 days prior to your departure. Most consulates will not accept visa applications earlier than 90 days before you depart.

Note: You must submit ink finger prints to the FBI rather than requesting the live scan.

Alternative to applying directly to the FBI for background check:

Past students have been able to expedite the process of securing the FBI background check by going through The UPS Store # 0412 in Kentwood, MI. For information, contact 877-614-4364 and ask for the Fieldprint Services Team. Once you arrange an appointment, a detailed email will be sent to you with further instructions. Contact the Padnos International Center for more details about this process.

Visa Application instructions are available at:

<http://chile.gob.cl/chicago/files/Student-Visa-2016.pdf>

Website: <http://chile.gob.cl/chicago/en/>

*Applications should be submitted a minimum of 30 business days prior to the scheduled travel. This can either be done online or in person. The Chilean Consulate does not have expedited or same day processing.

CONSULADO GENERAL DE CHILE EN CHICAGO

Cónsul General: Sr. Rodolfo Montecinos

Canciller Autorizada: Srta. Angélica Araya

Secretaria Autorizada: Viviana Gaete

Dirección:

1415 N. Dayton St. 2nd floor. Chicago Illinois. 60642.

Horario de atención al público: 08:00 a 13:00 horas

Teléfonos: (312) 654-8780

Fax: (312) 654-8948

E-mail address: info@cgchicago.com; secreconsul@cgchicago.com

Sitio web: www.chileanconsulatechicago.org

✓ CDC Report/WHO	<p>All study abroad students are strongly encouraged to carefully review the CDC report for the country they plan to study in. The CDC report provides information on required and recommended immunizations, health and safety advice, and packing tips. Visit: www.cdc.gov.</p> <p>The World Health Organization (WHO) offers extensive information on health topics, critical health situations, statistics, world health reports, country-specific information for travelers. Visit: www.who.org.</p>
✓ Mobility International (MIUSA)	<p>MIUSA is national leader on providing comprehensive disability support and resources for students for disabilities going abroad. If you have a disability, we strongly encourage you to utilize the resources available through this organization as you prepare for your journey. http://www.miusa.org/</p>
✓ Study Abroad Advisors	<p>The Padnos International Center has a number of advisors available to answer question you may have throughout the process.</p> <p>General advising: Stop into 130 LOH to speak with a Peer Advisor or email studyabroad@gvsu.edu.</p> <p>Post-acceptance advising, host university application information, and while you are abroad: Rebecca Hambleton, Director, Study Abroad & International Partnerships, hambletr@gvsu.edu AND Chris Borda, Coordinator of Study Abroad & International Partnerships, bordac@gvsu.edu.</p>
<div> <div>4 Safety and Security</div> <div> <p>Concerns about safety and security are very common among study abroad students and their families. PIC offers a pre-departure orientation, online resources, and individual support to students who have concerns about safety in another country.</p> </div> </div>	
✓ Resources for emergency situations	<p>http://www.gvsu.edu/studyabroad/health-safety-538.htm</p>
✓ Reporting an incident	<p>If you experience an incident abroad, please contact Rebecca Hambleton, hambletr@gvsu.edu to file a report on the incident. When you file a report, every effort will be made to connect you with resources that are available to you if you.</p> <p>Other important campus resources that are available to GVSU students in need of assistance with a critical incident:</p> <ul style="list-style-type: none"> • Women's Center, http://www.gvsu.edu/women_cen/ • Counseling Center, http://www.gvsu.edu/counsel/
✓ Overseas Security Advisory Council (OSAC)	<p>The U.S. Department of State created OSAC to promote cooperation between America's private sector worldwide and the U.S. government on issues of security. Daily news can be found on this site, as well as country crime and safety reports. https://www.osac.gov/</p>
✓ Association for Safe International Road Travel (ASIRT)	<p>ASIRT offers more than 100 country road travel reports with guides for travelers including information on potentially dangerous conditions, road conditions, common road practices, traffic laws and more. Country</p>

	<p>reports are available for a fee. Additionally, the website does offer helpful tips for travelers.</p> <p>www.asirt.org</p>
<div>5 Cultural Adjustment</div>	<p>Attitude is EVERYTHING!</p> <p>Please remember that you are choosing to study abroad to experience something different from what you experience here at GVSU! Embrace the differences in communication styles, business practices, and cultural expectations. The most successful study abroad students are those who exercise flexibility and are open to change.</p>
<p>✓ Culture guides</p>	<p>PIC offers a variety of country-specific resources that you can explore. Visit our website at:</p> <p>http://gvsu.edu/studyabroad/cultural-information-chile-613.htm</p> <p>Additional information is available in a variety of travel guide books. The Padnos International Center does offer the Lonely Planet Guides. You are welcome to review these guides in our office.</p>
<p>✓ Returning home</p>	<p>http://magazine.lifeafterstudyabroad.com/contents</p> <p>Many students indicate that returning home from study abroad is far more of an adjustment than the initial adjustment to the host country. Students have a variety of experiences upon their return home. PIC offers a welcome back event that brings study abroad students together to share what they learned abroad, and to connect about the challenges of returning home after adapting to a different culture for many weeks or months. This event offers a career planning component to help you think about how to articulate to future employers what you learned through your experiences abroad and how this will help you in your career development.</p> <p>Visit the PIC website for information about adjusting to life back home after study abroad!</p>