

PADNOS INTERNATIONAL CENTER

FACULTY & STAFF  
RESOURCE GUIDE  
2013-2014

Ghana 2012, Photo by Sarah Aman





## THE PADNOS INTERNATIONAL CENTER



### CONTACT US!

130 Lake Ontario Hall  
616-331-3898  
[www.gvsu.edu/pic](http://www.gvsu.edu/pic)

The Padnos International Center (PIC), a member of the Brooks College of Interdisciplinary Studies, serves Grand Valley State University students in three primary ways. PIC facilitates study abroad and internship opportunities for every major and minor at GVSU in every region of the world. PIC also provides support to the growing international student population. Lastly, PIC sponsors events aimed at internationalizing the campus community.

In addition to these academic services for students, PIC is eager to serve faculty and staff in their international endeavors. The Faculty Staff Resource Guide was created to provide an overview of the many ways that PIC can help GVSU faculty and staff deepen and broaden the internationalization of their teaching and research.

**PIC MISSION STATEMENT:** To engage the university community in meaningful international experiences that foster an appreciation and awareness of diverse cultures, people, and ideas.

## GVSU PARTNERSHIPS

### EXCHANGE PROGRAMS

#### Australia

Macquarie University  
[www.mq.edu.au](http://www.mq.edu.au)  
University of the Sunshine Coast  
[www.usc.edu.au](http://www.usc.edu.au)

#### Austria

FH Joanneum University of Applied Sciences (PCEC) Pending  
[www.fh-joanneum.at/aw/~a/home/?lan=en](http://www.fh-joanneum.at/aw/~a/home/?lan=en)

#### Chile

Universidad del Bío-Bío  
[www.ubiobio.cl](http://www.ubiobio.cl)

#### China

East China Normal University  
[www.ecnu.edu.cn/](http://www.ecnu.edu.cn/)  
China-Japan Friendship Hospital  
[www.zryhy.com.cn](http://www.zryhy.com.cn)

#### France

L'Ecole Supérieure des Sciences Commerciales d'Angers (ESSCA)  
[www.essca.fr](http://www.essca.fr)  
Groupe ESC Grenoble (SCB)  
[www.grenoble-em.com](http://www.grenoble-em.com)  
Université Catholique de l'Ouest  
[www.uco.fr](http://www.uco.fr)  
Université de Versailles Saint-Quentin-en-Yvelines  
[www.uvsq.fr](http://www.uvsq.fr)

#### Germany

Duale Hochschule Baden-Württemberg (SCB/PCEC)  
[www.dhbw.de](http://www.dhbw.de)  
Pädagogische Hochschule Schwäbisch Gmünd (CLAS)  
[www.ph-gmuend.de](http://www.ph-gmuend.de)

#### Ghana

University of Cape Coast  
[www.ucc.edu.gh](http://www.ucc.edu.gh)

#### Hungary

University of Debrecen  
[www.unideb.hu](http://www.unideb.hu)

#### India

Pondicherry University  
[www.pondiuni.edu.in](http://www.pondiuni.edu.in)

#### Italy

Università degli Studi di Perugia (CLAS)  
[www.unipg.it](http://www.unipg.it)  
Università per Stranieri di Perugia (CLAS)  
[www.unistrapg.it/english](http://www.unistrapg.it/english)

#### Jamaica

University of the West Indies-Mona Campus  
[www.mona.uwi.edu](http://www.mona.uwi.edu)

#### Japan

International Christian University  
[www.icu.ac.jp](http://www.icu.ac.jp)  
Ritsumeikan Asia Pacific University  
[www.apu.ac.jp](http://www.apu.ac.jp)

#### Mexico

Universidad de las Américas  
[www.udlap.mx](http://www.udlap.mx)

#### Norway

University of Oslo  
[www.uio.no](http://www.uio.no)

#### Poland

Cracow University of Economics  
[www.uek.krakow.pl](http://www.uek.krakow.pl)

#### South Korea

Seoul National University of Science and Technology  
[www.seoultech.ac.kr](http://www.seoultech.ac.kr)

#### Switzerland

Zurich University of Applied Sciences (PCEC)  
[www.engineering.zhaw.ch/en](http://www.engineering.zhaw.ch/en)

#### Taiwan

National Taiwan Normal University  
[www.ntnu.edu.tw](http://www.ntnu.edu.tw)

#### Turkey

Middle East Technical University  
[www.metu.edu.tr](http://www.metu.edu.tr)

#### United Kingdom

Kingston University  
[www.kingston.ac.uk](http://www.kingston.ac.uk)  
University of Brighton (SCB)  
[www.brighton.ac.uk](http://www.brighton.ac.uk)

## GVSU PARTNERSHIPS

### AFFILIATE PROGRAMS

American Institute for Foreign Study (AIFS)  
[www.aifsabroad.com](http://www.aifsabroad.com)

Academic Programs International (API)  
[www.apistudyabroad.com](http://www.apistudyabroad.com)

Council on International Education Exchange (CIEE)  
[www.ciee.org](http://www.ciee.org)

Cultural Experiences Abroad (CEA)  
[www.gowithcea.com](http://www.gowithcea.com)

Edge Hill University (EHU), Ormskirk, England  
[www.edgehill.ac.uk](http://www.edgehill.ac.uk)

European Study Abroad (EUSA)  
[www.eusa-edu.com](http://www.eusa-edu.com)

GlobalLinks Learning Abroad  
[www.globallinksabroad.org](http://www.globallinksabroad.org)

Hellenic International Studies of the Arts (HISA), Paros, Greece  
[www.hellenicinternational.org](http://www.hellenicinternational.org)

International Studies Abroad (ISA)  
[www.studiesabroad.com](http://www.studiesabroad.com)

John Cabot University (JCU), Rome, Italy  
[www.johncabot.edu](http://www.johncabot.edu)

Semester in India, Pondicherry, India  
[www.semesterinindia.org](http://www.semesterinindia.org)

University of Deusto (U of D), Bilbao, Spain  
[www.cide.deusto.es](http://www.cide.deusto.es)

### CONSORTIA PROGRAMS

Consortium for Overseas Student Teaching (COST)  
[www.teachabroad.ua.edu](http://www.teachabroad.ua.edu)

Japan Center for Michigan Universities (JCMU)  
[www.jcmu.isp.msu.edu](http://www.jcmu.isp.msu.edu)

## DEVELOPING A NEW INTERNATIONAL PARTNERSHIP

PIC facilitates the process for developing a partnership with an overseas institution. An international partnership may be developed at the department, college, or institutional-level. PIC will work with colleagues to review program goals and implementation strategies. Our goal is to ensure that a framework is in place to support new international partnerships and to identify constituents in our community who will serve as key allies in the development of a new partnership.

**Please visit [www.gvsu.edu/pic](http://www.gvsu.edu/pic) for a copy of the International Partnership Guide or contact Mark Schaub ([schaubm@gvsu.edu](mailto:schaubm@gvsu.edu)).**

### PROGRAM DEVELOPMENT PRIORITIES

PIC strongly encourages colleges and departments to consider opportunities that strengthen and broaden existing GVSU partnerships. Many of the current international partnerships have capacity for growth in areas of student exchanges, faculty/staff exchanges, and collaborative research. The priority for new international partnerships is to develop comprehensive, institutional partnerships that complement a wide-range of academic programs at GVSU.

**For additional information please contact Mark Schaub ([schaubm@gvsu.edu](mailto:schaubm@gvsu.edu)) or Rebecca Hambleton ([hambletr@gvsu.edu](mailto:hambletr@gvsu.edu)).**



Ghana 2012

## FACULTY INVOLVEMENT IN INTERNATIONAL PARTNERSHIPS

GVSU recognizes that the most important element for developing meaningful international partnerships is to engage the university community in all aspects of the partnership. The goal of PIC is to provide information to the campus community on each of our international partnerships in an effort to build collaborative relationships conducive to stimulating new and innovative initiatives.

**Examples of activities that have enhanced GVSU's international partnerships include:**

- Engaging in joint research
- Faculty and staff exchanges (short and long term)
- Student exchanges
- Joint conferences
- Faculty-led programs
- Hosting visiting scholars from a partner institution
- Guest teaching at partner institutions
- Sabbatical projects hosted at a partner institution

PIC continues to build connections with our international partners in hopes of identifying areas of interest on both sides where joint research projects might be established.

**If you have research interests and would like to explore ways of connecting with scholars from GVSU's partner institutions, contact Mark Schaub (schaubm@gvsu.edu).**



GVSU Delegation to SeoulTech, South Korea 2012

## PARTNERSHIP DELEGATION Mexico: 2014



UDLAP, Mexico

In celebration of the '100,000 Strong in the Americas' campaign, led by the Governments of Mexico and the United States, the 2014 International Partnership Delegation will visit our long-standing exchange partner, Universidad de las Américas – Puebla (UDLAP) in Mexico. UDLAP is one of Mexico's most prestigious private universities with Schools of Arts and Humanities, Social Sciences, Sciences, Engineering, Business and Economics.

UDLAP is located in the municipality of San Andrés Cholula, which is fifteen minutes from the city of Puebla. Founded in 1531, Puebla brings together the influences of pre-Hispanic, colonial, and modern Mexico.

Five faculty/staff will be selected. All transportation and housing costs are covered by grant. UDLAP website: [www.udlap.mx](http://www.udlap.mx)

**APPLICATION DEADLINE:** November 1, 2013

**ELIGIBILITY:** GVSU Faculty, AP Staff or COT Staff

**TO APPLY:** Visit [www.gvsu.edu/pic/fsgrants](http://www.gvsu.edu/pic/fsgrants)

*Tentative travel dates are March 1 – 8, 2014*

**For additional information please contact Rebecca Hambleton (hambletr@gvsu.edu).**



UDLAP, Mexico



## GRANT OPPORTUNITIES

A variety of grants are available through PIC in order to assist individuals and departments with implementing new initiatives through partner institutions and for professional development.

**For additional information and application materials please visit [www.gvsu.edu/pic/fsgrants](http://www.gvsu.edu/pic/fsgrants).**

### PARTNERSHIP DELEGATION GRANT

APPLICATION DEADLINE: November 1, 2013

ELIGIBILITY: GVSU Faculty, AP Staff and COT Staff

The International Partnership Delegation Grant provides the opportunity to travel to one of GVSU's partner institutions as part of a small group of colleagues. A GVSU faculty member with expertise in the destination country and culture, as well as a representative from the Padnos International Center, will lead the group. Transportation, housing, and most meals are covered for recipients of this award. The 2014 group will travel to Universidad de las Américas in Mexico.



GVSU Delegation to Universidad del Bio-Bio, Chile 2013

### FACULTY/STAFF EXCHANGE PROGRAM

APPLICATION DEADLINES: October 1, 2013 (For travel completed by October 2014)

ELIGIBILITY: Tenured, tenure-track, and full-time affiliate faculty with five years at GVSU, AP, COT, and maintenance staff

The Faculty/Staff Exchange Program is designed to significantly deepen or broaden GVSU's comprehensive partnerships with select overseas institutions, this program is aimed at helping units and individuals realize existing internationalization goals. In particular, this program is an avenue to bring appropriate individuals from partner institutions here to the GVSU campuses so that our community can learn from them; the program supports reciprocal travel by appropriate individuals to visit the partner institutions, too. Grant awards are meant to provide enough funds for one individual to travel in each direction, but units or colleges may add additional funds for additional travelers.

### INTERNATIONALIZATION GRANT

APPLICATION DEADLINES: October 1, 2013 and February 1, 2014

ELIGIBILITY: Tenured, tenure-track and full-time affiliate faculty with five years at GVSU

The Internationalization Grant is meant to support specific internationalization goals in particular academic programs, in development of dual- or joint- degree schemes, curriculum integration projects, or new courses that feature global learning outcomes. An essential element of this grant is that the recipient integrates the skills/knowledge they acquired during their experience back into the GVSU campus community upon their return. The grants are not aimed at supporting participation in academic conferences. Awards up to \$3000 per project.

### PARTNERSHIP DEVELOPMENT GRANT

Applications are considered on a rolling basis.

ELIGIBILITY: GVSU Departments (Individual faculty and staff members are not eligible to apply for this grant)

The Partnership Development Grant is available to departments interested in furthering the development of an existing or new international partnership. Funding is limited and is intended to provide assistance for initiatives that are due to take place in the first year of a new project. We encourage departments to explore how GVSU's international partnerships can enrich the offerings and activities within their respective area and how a partnership development grant could help meet the department's goals. Preference will be given to projects in which the unit or college commits matching funds.

### PARTNERSHIP SUSTENANCE GRANT

Applications are considered on a rolling basis.

ELIGIBILITY: GVSU Faculty (Conditions apply, see below for details)

The Partnership Sustainance Grant has been developed to support faculty that have been involved with a partner institution for many years and have made significant contributions to the development of the partnership. The grant offers funding for short-term exchange opportunities that focus on nurturing relationships and sustaining program activities.

### PONDICHERRY UNIVERSITY FACULTY EXCHANGE GRANT

This grant is not available for 2013-14.

ELIGIBILITY: Tenured, tenure-track, and full-time affiliate faculty

One competitive grant per year is provided to support a GVSU faculty member to serve as a guest instructor at Pondicherry University for one to sixteen weeks. Pondicherry University is in southeastern India.

## TEACHING ABROAD

The Padnos International Center strongly encourages faculty to seek teaching opportunities abroad, especially as part of their sabbatical leaves. Not only does teaching in another culture and in an overseas university structure provide you with valuable insight, but you will have opportunities to work with counterparts in your field. These experiences then enhance and internationalize your teaching and research at GVSU after your return. Most often, the best method is to use contacts you develop yourself.

GVSU has partnerships or other agreements with over thirty institutions globally, and these partnerships foster an environment of reciprocity and exchange. They might be potential destinations due to established connections. You will be primarily responsible for making contacts and gaining an invitation from the host institution.

- Chile: Universidad del Bío-Bío ([www.ubiobio.cl](http://www.ubiobio.cl))
- France: Grenoble Ecole de Management ([grenoble-em.com](http://grenoble-em.com))
- France: L'Ecole Supérieure des Sciences Commerciales d'Angers ([essca.asso.fr](http://essca.asso.fr))
- Germany: Pädagogische Hochschule Schwäbisch Gmünd ([www.ph-gmuend.de](http://www.ph-gmuend.de))
- India: Pondicherry University ([www.pondiuni.edu.in/](http://www.pondiuni.edu.in/))
- Japan: Japan Center for Michigan Universities ([jcmu.isp.msu.edu](http://jcmu.isp.msu.edu))
- Taiwan: National Taiwan Normal University ([ntnu.edu.tw](http://ntnu.edu.tw))

For additional information visit [www.gvsu.edu/pic](http://www.gvsu.edu/pic) or contact Mark Schaub ([schaubm@gvsu.edu](mailto:schaubm@gvsu.edu)).

**FACULTY-LED PROGRAM DEVELOPMENT:** If you are interested in developing a faculty-led program in which you lead and teach a group of GVSU students abroad, there is a 1.5 to 2-year process involving review/approval by the Faculty Governance Advisory Committee, the International Education Committee.

For additional information please contact Mark Schaub ([schaubm@gvsu.edu](mailto:schaubm@gvsu.edu)) or Elena Selezneva ([seleznee@gvsu.edu](mailto:seleznee@gvsu.edu)).

## APPLY FOR A FULBRIGHT

The gold standard of international opportunities for faculty, Fulbright grants provide support for faculty (and typically, dependents/family of the awardees) to spend time in other nations teaching and/or researching. If you have a sabbatical scheduled for 2015-16, consider the August 1, 2014 application deadline for traditional Fulbright Scholar Grants. Each year 2 or more GVSU faculty have been successful in securing Fulbright awards; you may be the next.

**FULBRIGHT WORKSHOP:** Friday, March 14th, 2014

**SIGN UP:** Register by going to FTLC at [www.gvsu.edu/seminar](http://www.gvsu.edu/seminar)

For additional information please visit [www.cies.org](http://www.cies.org) or contact Mark Schaub ([schaubm@gvsu.edu](mailto:schaubm@gvsu.edu)).



Dr. Erik Nordman, GVSU Biology Department (center right) and students from Kenyatta University



Dr. Erik Nordman (left) and family

## TRAVELING ABROAD

GVSU has a policy for any faculty or staff member planning to accompany GVSU students outside the USA. A great deal of advance planning is expected and the approval of the employee's appointing officer is required. Faculty or staff planning a work-related trip outside the USA, whether for research or conference participation, should also review the resources on the PIC website.

For additional information please visit [www.gvsu.edu/pic](http://www.gvsu.edu/pic) and select Faculty/Staff.

## HOSTING AN INTERNATIONAL SCHOLAR

The Padnos International Center has developed a resource for faculty and staff that are interested in hosting international visitors and scholars. The 'Guide to Hosting an International Scholar' will help GVSU departments know how to determine the correct scholar visa, how to apply, what to do when the scholar arrives, and how to maintain the visa through the end of the scholar's program.

Please contact Kate Stoetznner ([stoetznk@gvsu.edu](mailto:stoetznk@gvsu.edu)) for a copy of the guide or view it online at [www.gvsu.edu/pic](http://www.gvsu.edu/pic).

## OTHER SERVICES

### STUDY ABROAD FAIRS

#### Fall Study Abroad Fair

October 8th, 2013

10 AM – 3 PM

Grand River Room, Kirkhof Center

Please encourage your colleagues and classrooms to attend the Fall Study Abroad Fair - PIC's biggest event of the year! This annual event gives students the chance to meet program directors and past study abroad participants, browse international opportunities and start their own study abroad experience.

PIC also holds an annual **Pew Campus Advising Day** and **Winter Study Abroad Fair**. For additional information, visit [www.gvsu.edu/pic](http://www.gvsu.edu/pic).

### PASSPORTS

Passport photo services are available for faculty, staff and students on a walk-in basis during office hours. PIC offers two passport-size photos for \$2.

PIC hosts two Passport Fairs each year. Fairs are typically held in November and February. Please visit [www.gvsu.edu/pic](http://www.gvsu.edu/pic) for exact dates.



GVSU Study Abroad Fair 2012

### JOIN THE PIC LISTSERV

If you would like to receive regular updates from PIC on events and other initiatives taking place, join the PIC Faculty/Staff Associates listserv.

Send your request to Alissa Lane ([laneali@gvsu.edu](mailto:laneali@gvsu.edu))

### INTERNATIONALIZATION WORKSHOPS

Each year, the GVSU Chief International Officer leads brief workshops on internationalization and how faculty can support study abroad and other international efforts.

**SIGN UP:** Register for a workshop at [www.gvsu.edu/ftlc/](http://www.gvsu.edu/ftlc/)  
Tentative dates in January 2014



## STUDY ABROAD

Study abroad offers students an academic experience that can enhance and compliment their GVSU education. Your primary role in study abroad advising is to help students make informed decisions about what courses to take abroad. Your input can help them frame their goals for study abroad. Below are some important facts to be aware of when advising students on study abroad.

For additional information please visit [www.gvsu.edu/studyabroad](http://www.gvsu.edu/studyabroad).

### QUICK FACTS

- Students can participate in 3 types of study abroad programs: Faculty-Led, Partnership or Non-GVSU
- International internship opportunities are available
- Students can study abroad during fall, winter or summer semesters or for the full academic year
- 2.5 GPA (Undergraduates) and 3.0 GPA (Graduates) required
- Students are able to meet major, minor and General Education requirements while abroad
- Study abroad applicants must have completed one semester here at GVSU before applying
- Students do not have to be bilingual to study abroad
- Financial aid, scholarships and grants can help cover the cost of study abroad
- There are about 15 programs that may save students money when compared to the cost of a semester at GVSU



GVSU Study Abroad Fair 2012

## ADVISING STUDENTS ON STUDY ABROAD

Academic advisers play an influential role in guiding students through their college careers. While PIC consistently sends a message to our students that study abroad is an important part of their educational plan, we recognize that a unified voice from the campus community will enhance this message. Academic advisers can use the following checklist to help advocate for and advise on study abroad.

### CHECKLIST FOR STUDY ABROAD ADVISING

- Have you considered studying abroad?
- Have you attended a Study Abroad First Step Meeting?
- Do you know where PIC is located?
- Are you going to attend the Study Abroad Fair?
- Did you know financial aid, scholarships and grants can be used to help cover the cost of a study abroad?
- Let's discuss program options relevant to your degree plan.
- Have you thought about how study abroad could enhance your academic/professional goals?
- Let's review your MyPath and highlight credits that can be taken abroad.
- Let's determine how the credits you take abroad will transfer.

Your department can support study abroad students by having a discussion about how credits taken abroad will transfer, creating a major/minor advising sheet (see details on next page) or by requesting a presentation on study abroad for your department, classroom or student organization.



## DEVELOPING A STUDY ABROAD MAJOR/MINOR ADVISING SHEET

Academic departments and PIC collaborate to create advising resources for degree programs in order to assist students, as well as academic advisers, faculty and study abroad professionals. Our goal is to create a resource that can ultimately be used to help students identify a set of ideal study abroad programs in which they can continue to advance towards their degree at GVSU by taking courses in their major or minor.

**You can help support study abroad students by working with PIC to create or update an advising sheet for your department. Please follow the steps below.**

1. **CONTACT** Meaghann Myers-Smith (myersmea@gvsu.edu)
2. **DISCUSS** with your department how study abroad fits in with your overall mission
3. **PROVIDE** major/minor specific information on where/when/why to study abroad

View existing advising sheets by visiting [www.gvsu.edu/studyabroad/majorminoradvising](http://www.gvsu.edu/studyabroad/majorminoradvising)



## STUDY ABROAD ADVISING RESOURCES

The Padnos International Center provides advising services to students to assist in refining goals for study abroad, researching program options, directing students to funding information and guidance on the application process.

### STUDY ABROAD FIRST STEP MEETINGS

Study Abroad First Step Meetings are informational sessions that go over all the basics of study abroad including program options and the application process.

**Wednesdays: 5 - 6 PM at 130 Lake Ontario Hall**  
**Thursdays: 5 - 6 PM at 040 Mary Idema Pew Library**

Visit [www.gvsu.edu/studyabroad](http://www.gvsu.edu/studyabroad) for the latest schedule.

### STUDY ABROAD WALK-IN ADVISING

Monday – Friday: 8 AM – 5 PM  
(Wednesday hours 8 AM – 7 PM during Fall & Winter)  
130 Lake Ontario Hall

### FUNDING STUDY ABROAD WORKSHOP

Students are encouraged to attend this monthly workshop to learn more about how to pay for study abroad. Please visit [www.gvsu.edu/studyabroad](http://www.gvsu.edu/studyabroad) for the latest schedule.

### QUICK LINKS FOR ADVISING

**Study Abroad 101:** [gvsu.edu/studyabroad/101](http://gvsu.edu/studyabroad/101)  
**Program Search:** [gvsu.edu/studyabroad/search](http://gvsu.edu/studyabroad/search)  
**Major/Minor Advising:** [gvsu.edu/studyabroad/majorminoradvising](http://gvsu.edu/studyabroad/majorminoradvising)  
**Course Equivalencies:** [gvsu.edu/studyabroad/courseequivalencies](http://gvsu.edu/studyabroad/courseequivalencies)  
**Credit Approval Process:** [gvsu.edu/studyabroad/creditapproval](http://gvsu.edu/studyabroad/creditapproval)  
**Academic Policies:** [gvsu.edu/studyabroad/academicpolicies](http://gvsu.edu/studyabroad/academicpolicies)  
**Academic Planning Form:** [gvsu.edu/studyabroad/acadpartnershipnongv](http://gvsu.edu/studyabroad/acadpartnershipnongv)  
**Scholarships/Grants:** [gvsu.edu/studyabroad/scholarships](http://gvsu.edu/studyabroad/scholarships)  
**OASIS Admin:** [gvsu.edu/oasis/admin](http://gvsu.edu/oasis/admin)



Australia 2012

## INTERNATIONAL STUDENTS

GVSU is actively recruiting international students to our campus. Increasing international students on our campus will lead to more vibrant classes, social life, and culture at GVSU. A GVSU goal is to triple the current international student population. This guide is a first step in providing resources and information to help you to be successful with international students in your department and in your classrooms.

For additional information please visit [www.gvsu.edu/istudents](http://www.gvsu.edu/istudents) or contact Kate Stoetznier ([stoetznk@gvsu.edu](mailto:stoetznk@gvsu.edu)).

## INTERNATIONAL STUDENT OVERVIEW



GVSU International Students 2012

The Fall 2012 semester, GVSU enrolled 369 international students from 80 different countries. While there are many students on GVSU's campus that have international backgrounds, the only students that are actually categorized as international are those on F1 or J1 visas, their primary purpose is to study in the United States, and they are sponsored for their immigration status by Grand Valley. These students must meet GVSU's academic standards as well as provide proof of English ability at the university level (generally by taking the TOEFL test). Of the 369 international students enrolled, more than 75% are seeking full time degrees at GVSU.

### WRITING SUPPORT

**Writing Center** - The Fred Meijer Center for Writing offers excellent support to all students at GVSU, and they offer additional support to international students and students for whom English is a second language. International and ESL students may schedule a standing weekly appointment with a trained writing consultant. All students, international and ESL writers included, may schedule one-time appointments, visit during drop-in hours, and use the center's online services.

**Citations** - In many countries, practices surrounding the idea of intellectual property are significantly different from those in the United States. This often leads to difficulty for international students, especially in correctly citing sources. Plagiarism and intellectual property are topics covered during the mandatory international student orientation. However, the information during orientation is presented during most students' first week in the United States, and while the students have been exposed to the ideas, they probably have many questions and concerns that require follow-up. It is helpful if faculty state in their syllabi which method of citation (APA, MLA, etc.) is preferred. International students will benefit from discussing expectations regarding when and how to cite information from other writers. Additionally, it is helpful to direct students to purchase the appropriate style guide and to encourage the students to use the Writing Center. By appointment, students can work with Writing Center consultants to use SafeAssign to double-check instances of unintentional plagiarism.

**Writing Samples** - If appropriate, it is helpful to international students to see an example of a high quality assignment. Many times, international students turn to each other for assistance, and submit papers or assignments that would be appropriate in their home country, but have missed the mark in our system. If they are provided an example, many times, that helps them to change their initial approach, and leads to a much more positive experience.



## LANGUAGE SUPPORT

International students have all had their language ability tested prior to being admitted. Sometimes students' ability to perform well can still be inhibited by their English skills. International students may take ESL 098 and WRT 098 as courses to improve their skills, although those classes do not count towards graduation, so many are reluctant to enroll in them. Encourage international students to join Toastmasters to work on their speaking skills and to use the Writing Center to work on their writing skills.

**Adaptive Technology** - Much of the adaptive technology that is available to students with disabilities is now being used to help second language learners so that they can focus on learning rather than keeping up during class. Two of the technologies that are particularly impressive for international students are: LiveScribe and WynnWizard. Students can be referred to Disability Support Services at: 200 Student Services building, 331-2490.

## CLASSROOM AIDS

**Notes on Blackboard** - If appropriate, international students appreciate having the lecture notes or outline prior to class. This helps them follow the lecture and course material.

**Organized Study Groups** - International students frequently seek each other out to study together. While PIC spends time in orientation discussing the fact that diverse viewpoints in study groups are helpful, international students don't always know how to best approach domestic students to either begin or join a study group. Having faculty facilitate some sort of study group is helpful to international students and takes the pressure off of them.

**Office Hours** - International students are encouraged at orientation to visit each faculty member at least once a semester during office hours. Most international students do not come from an academic background where faculty are available for questions, discussions, or clarifications. Many professors find that international students open up and have questions focusing on difficulties with money, cultural transitions, locating grocery stores, etc. If you have a student with questions that you either do not know the answer to, or feel that the questions are not appropriate to be addressed to you, please feel free to refer them back to the Padnos International Center, 130 Lake Ontario Hall, 331-3898.

**Professional Journals and Organizations** - International students are probably familiar with international professional journals and organizations, but they can benefit from knowing the national, regional and local resources available to students in any particular major. If that information is available in the syllabus or course website, international students will use it. Frequently, they look outside of the course for information on acceptable styles, vocabulary, definitions, as well as trends in the field, conferences and career opportunities.

**Academically Focused Student Organizations** - This is particularly helpful for international students transitioning to US Culture. Participation offers an easy segue into meeting domestic students, potential friends, and certainly classmates. International students also have the same opportunities as domestic students to serve in leadership roles within student organizations. The disadvantage for international students is that many come from academic environments that did not include such a vast array of student organizations, so they may not even know that they exist.



International Fashion Show 2012



Campus Leadership Week 2012



Ghana 2012, Photo by Sarah Aman

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