



HONORS PROGRAM IN FOREIGN LANGUAGES FOR HIGH SCHOOL STUDENTS

INDIANA UNIVERSITY
Bloomington



Brest



Ciudad Real



Krefeld



León



Oviedo



San Luis Potosí



Saumur



St. Brieuç



Valencia

IUHPFL Pre-Departure Handbook

Summer 2011

IUHPFL

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FOREIGN LANGUAGES FOR
HIGH SCHOOL STUDENTS**

INDIANA UNIVERSITY
Bloomington

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Read this handbook now and again before departure. Take it abroad with you and consult it when necessary.

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PRE-DEPARTURE CHECKLIST

- Apply for a passport, submit copies of passport to office.
- Submit prepayment and deposits as instructed.
- Return other required forms as instructed.
- Attend the required orientation meeting for your program.
- Obtain bank debit card with PIN and/or major credit card with PIN.
- Inform your bank of the dates of your trip abroad.
- Obtain local currency (Euros or Pesos).
- Discuss an appropriate budget for expenses abroad with your guardians.
- Discuss the Honor Code with guardians and peers at your Program site.
- Immerse yourself in your language and practice, practice, practice.

INTRODUCTION

This handbook contains **general** information for all Indiana University Honors Program in Foreign Languages (IUHPFL) students and their parents or guardians. At your Program's orientation, additional suggestions may be made to the recommendations in this handbook. For that reason, at certain points in this handbook, we have left spaces for you to take additional notes during your orientation. We encourage you to do so.

Parts of this handbook were adapted from the 'Getting Started' handbook offered by Indiana University's Office of Overseas Study to university students going abroad. Consequently, many of the links we make available to you are associated with the Office of Overseas Study at Indiana University.

An electronic copy of this handbook can be found on our website:

<http://www.indiana.edu/~iuhpfl/acceptedstudents/>

While abroad this summer, you can reach the IUHPFL staff via e-mail or telephone:

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We wish you the best of luck this summer abroad with the Indiana University Honors Program in Foreign Languages!

ORIENTATION

Orientations for all students participating in the Honors Program in Foreign Languages for the summer of 2011, and for their guardians, will be held in Bloomington at the Indiana Memorial Union, 900 E. Seventh St., Bloomington, IN 47405. Orientations will take place on the following dates:

Germany	Krefeld	April 2
Mexico	Mérida	April 2
France	Brest, Saumur & St. Briec	April 16
Spain	Ciudad Real, León, Oviedo & Valencia	April 23

The orientation is considered the first day of participation in the Program. The purpose of the orientation is to help staff, students and their guardians become more familiar with the Program and to get acquainted with each other. The orientation is very important for both students and guardians, thus attendance is mandatory for you and at least one of your guardians. We recommend that both students and guardians carefully peruse the Honors Program website and this handbook before attending orientation. A hard copy of the handbook will be made available to students at orientation.

<http://www.indiana.edu/~iuhpfl/>

<http://www.indiana.edu/~iuhpfl/acceptedstudents/>

You will be given a name tag at orientation. Please keep it and wear it on your day of departure at the airport and for the first days on your Program site to help instructors and staff get to know you better.

As we state on our website, it is most advantageous for you to attend your site-specific orientation. The orientation will be your only chance to meet your peers and instructors before departure day. We do understand that some conflicts are inevitable and you may have to attend a different orientation. In those cases, we encourage you to begin e-mail correspondence with your onsite instructor staff and fellow peers to get to know them better.

SUPPLEMENTAL PROGRAM MATERIALS

At orientation, you will receive all course packets for the classes you will be taking abroad. You will also receive your Phonetics manual (if applicable to your Program site), Excursion booklet (if applicable to your Program site), theater and choir pieces. Please plan to bring a backpack to orientation to store these materials.

For comprehensive information on your study abroad experience, the following book is recommended:

Maximizing Study Abroad: A Students' Guide to Strategies for Language and Culture Learning and Use (2nd Edition) By *R. Michael Paige, Andrew Cohen, Barbara Kappler, Julie C. Chi, & James P. Lassegard.* 2006, 259 pp. \$12.00 + shipping

This book is aimed specifically at students who want to make the most of their study abroad experience. Its user-friendly design will help you identify and use a wide variety of language and culture learning strategies. It begins with three inventories designed to help you be more aware of how you currently learn language and culture. It will provide you with tools and creative activities that you can use to enhance your favored learning strategies and try out unfamiliar ones. You can use the guide as you prepare for study abroad and again once you return.

The Center for Advanced Research on Language Acquisition (CARLA)
University of Minnesota
619 Heller Hall
2719th Avenue South
Minneapolis, MN 55455
612-626-8600 , 612-624-7514 (fax)
carla@tc.umn.edu

<http://www.carla.umn.edu/maxsa>

Additional notes:

THE STUDY PROGRAM ABROAD

As you know, the IUHPFL is an intensive immersion study Program. Class attendance is mandatory. You can expect daily homework in your classes and several assessments throughout the duration of the Program.

You and your classmates will be divided into two or three smaller groups for each of the morning classes. The division into small groups will allow you to practice your speaking skills and provides more individualized attention in the classroom. We encourage you to be active in classes and to complete your homework with care. We suggest involving your host family when completing your homework.

At orientation, you will receive your course books for each of the classes you will take. You will also receive your choir and theater pieces. In addition to bringing your course books abroad, you will want to bring some folders, notebooks and writing utensils. We encourage you to also bring a journal to keep in the foreign language.

You will not receive grades for the Program per se, but you will meet with the onsite staff on several occasions to discuss your progress throughout the duration of the Program. You (and your school) will also receive an IUHPFL Final Evaluation in early fall. Your onsite Program instructors write this evaluation, which consists of your performance in the classroom, afternoon activities, excursions and assimilation to the host family and culture. The Final Evaluation also addresses your success in adhering to the Honor Code throughout the program, as well as the scores you receive on the test you take to gauge your linguistic progress at the beginning and end of the Program.

In addition to the Final Evaluation, you will have the chance to earn two awards upon completion of the Honors Program: the Certificate of Participation and the Award of Excellence. The Certificate of Participation will be awarded to any student who completes the Honors Program. The Award of Excellence, however, will be awarded to students who have truly embodied the ideals of the IUHPFL, and who have lived out the Honor Code to its fullest while abroad. Your onsite instructors will share with you the criteria for the Award of Excellence.

You will have activities in the afternoon (such as theater or singing) for which you will generally be divided into two or three groups. Sports will be offered once a week, but may also be practiced individually. Also, support groups of seven to eight students will meet with a staff member regularly to discuss any concerns related to your transition abroad and the study Program.

Each Program site has a team of three or four instructors that work closely together to instruct students, lead them on excursions and during afternoon

activities, and administer the Program onsite. The four administrative roles the instructors fulfill are: student coordinator, financial coordinator, logistics coordinator and public relations coordinator. You should work to get to know your instructors well at orientation and continue to do so while abroad. Your instructors are there to help you and guide you, and many of them have been abroad themselves, thus will relate to your experience. Do not hesitate to talk to any of them about concerns you may have with the study Program, your host family, your health, your personal adjustment abroad, etc.

All Honors Program participants are required to send an evaluation of their stay abroad upon return to the U.S., reporting on their experiences with the classes, activities, host family and excursions. The guidelines for your report will be sent to you via e-mail upon your return to the U.S. Please stay tuned for more details regarding this post-Program report.

IUHPFL HONOR CODE

The Indiana University Honors Program in Foreign Languages (IUHPFL) is an 'Honors' Program. As such, it outlines clear norms of conduct for its students to follow.

The IUHPFL relies upon the individual student's sense of responsibility and honesty to understand and abide by the IUHPFL Honor Code. By participating in the Honors Program, the student agrees to abide by the following norms:

- 1. Language Commitment:** The students' commitment to speak only the foreign language during the length of the Honors Program is the key to their success and the pillar of the Honors Program. Only the foreign language is to be used in the school, by the host families and the students outside the school and home at all times, except in case of an emergency. For this reason, telephone communication with family and friends is limited and access to the Internet is restricted to one hour per week.
 - a. Communication with family and friends is limited to one call home upon arrival to the host country. No other calls to family or friends should be made, except for in case of an emergency.
 - b. This commitment implies no devices shall be used (e.g. walkman, CD player, iPod, or any other MP3 player, etc) to listen to English music. The Honors Program highly discourages the use of personal cell phones, as it proves detrimental to the students' ability to fully immerse in the language and culture of the host country. Use of laptops abroad is prohibited.
 - c. This commitment implies that students are not able to read in English during the Program. Should students have summer reading assignments that need to be completed for their high school coursework, the reading either needs to be completed before the Program begins and/or once the

Program ends, but not during the Program. Alternatively, students may purchase the books for their summer reading in the language of the country in which they will be studying with the IUHPFL.

- 2. Restrictions on Dating Pledge:** Honors Program students may not date abroad as they may be accustomed to doing in the U.S. not only because dating customs are different in other countries but also because focusing on one person can be counterproductive to the unity of the group of students, the interaction with the host family and the learning experience. This applies to relationships with other Honors Program students or with a member of the host culture.
- 3. Prohibition of the Use of Alcoholic Beverages, Drugs and Tobacco:** Even though the laws of other countries may differ from those of the U.S. with regard to the consumption of alcohol, drugs and tobacco, Honors Program students are to conduct themselves abroad as minors from the state of Indiana. That is, students are not allowed to buy or accept alcoholic drinks at any time, including in their host family. Additionally, students may not take alcohol home with them to the United States. Students also may not purchase, possess or use drugs which are not prescription medication dispensed for their own specific medical condition. Honors Program students are not permitted to smoke.
- 4. Risky Activities:** Driving a car or other motorized vehicle is forbidden. Riding passenger on a motorcycle is prohibited. Honors Program students are only permitted to ride passenger in a car with an adult driver who is a member of the host family or has been authorized by the host family or the onsite staff. Any risky athletic activity that could result in physical injury can only be practiced with the authorization of the students' parents and that of the staff. Honors Program students are not permitted to receive tattoos or piercings during the Program.
- 5. Weeknight and Weekend Activities:** Honors Program students may spend one to two hours (depending on the Program site) after the classes and activities in the afternoon socializing in the town center, provided they have informed their host families of their whereabouts and have received their permission. During weeknights, students may go out only with their host families, provided they have informed the onsite staff and are home at a reasonable hour, an hour determined by the onsite staff, so as to prepare well for classes the following day.

To go out on weekends, students must have special permission from the onsite staff. They may not go out alone or solely with other students, but

must be accompanied by their host parents or an instructor. Additionally, students are to return home by the curfew established by the onsite staff.

Discos are prohibited to Honors Program students at all times.

6. **Pledge to Adhere to Host Family Norms:** Honors Program students are to treat their host families with respect and courtesy, making every effort to follow the norms established by the family. Students are to follow suggestions presented to them at Orientation in an effort to abide by host family norms.
7. **Travel:** There shall be no unaccompanied travel outside of the host town. If students wish to travel with their host families a reasonably far distance outside of the host town, students must receive permission from the onsite staff. Overnight trips with host families shall not interfere with the class schedule as academics are the Honors Program's top priority.
 - a. Honors Program students are not to host U.S. friends or family in the study site while the Program is in session. The Honors Program session officially ends the day of the students' scheduled departure from the host country for the U.S.
8. **Post Program Language Commitment:** All Honors Program students must pledge to help the school's language program in any way possible, as well as continue studying their foreign language during their senior year in high school or at a local university. If such an opportunity is not available at the students' school or local community to continue classes in the foreign language, the student must simply pledge to help the school's language program in any way possible.
9. **Honors Program Pledge to Excellence:** Above all, Honors Program students pledge to follow the above Honors Code in order to facilitate maximum language learning while abroad and to ensure their safety. Honors Program students shall maintain a positive attitude and strive to make the most of their unique opportunity abroad. Students who have fulfilled the Honors Program Pledge to Excellence and have thereby demonstrated consistently outstanding class performance and adherence to the Honor Code will earn the Honors Program Award of Excellence upon their return to the U.S.

In the IUHPFL model, the strength of the Program as a whole is only as strong as its individual constituents. This means that the pledge to adhere to the Honor Code is as much a group pledge as it is an individual pledge. Consequently, in making the pledge, the IUHPFL student not only agrees to fulfill the pledge him or herself, but also

agrees to hold his or her peers accountable for maintaining the pledge as well.

- The adherence to these norms is of critical importance. Infractions of the Honors Code will result in repercussions, the most severe of which could be expulsion from the Program.
- Any infraction of the Honor Code will be recorded by the onsite staff in an official Incident Report and immediately communicated to the guardians of the Honors Program student, the staff in Bloomington, and to the student's host family (if relevant). Repeated infractions are grounds for re-evaluation of the student's participation in the Honors Program. Any infraction deemed egregious by the onsite and Bloomington staff will result in immediate expulsion from the Honors Program.
- It is important to note that if a student receives an Incident Report, he/she may jeopardize his/her chance to earn the Award of Excellence.
- It is also important to note that the actions of the majority may sometimes affect the whole group. In the event that the Honor Code is violated by a large number of students collectively, the consequences may apply to the entire group of students. For this reason, students are highly encouraged to hold one another accountable for their actions and for adherence to the Honor Code.

FRENCH

Le Code D'Honneur D'IUHPFL

Le Programme d'Honneur en Langues Etrangères d'Indiana Université est un programme d' « Honneur ». En tant que tel, il fournit des normes de conduite auxquelles les étudiants doivent adhérer.

L'IUHPFL fait confiance aux étudiants, et est persuadé que leur sens des responsabilités et leur honnêteté les aideront à comprendre et à respecter le Code d'Honneur d'IUHPFL. En participant au Programme d'Honneur, les étudiants s'engagent à respecter les règles suivantes :

- 1. L'Engagement Linguistique:** L'engagement des étudiants à n'employer que la langue étrangère pendant toute la durée du programme est la clef de leur réussite et le pilier du Programme d'Honneur. Seule la langue étrangère peut être utilisée à l'école, avec la famille d'accueil et avec les autres étudiants, et ceci à tout moment et dans tous les lieux, sauf en cas d'urgence. En conséquence, les communications téléphoniques entre tout(e) étudiant(e), sa famille, et ses amis aux Etats-Unis sont limitées, et l'accès à l'Internet est limité à une heure par semaine.

- a. Chaque étudiant(e) n'a donc le droit de ne donner qu'un coup de téléphone et ceci le jour de son arrivée dans le pays d'accueil. Aucun autre appel ne sera autorisé excepté en cas d'urgence et sous l'autorisation des professeurs.
- b. Il est compris que cet engagement linguistique implique aussi qu'aucun appareil électronique ne peut être utilisé pour écouter de la musique en anglais (ex : walkman, lecteur de CD, iPod, ou tout autre lecteur MP3, etc...). Cet engagement implique aussi l'interdiction des ordinateurs portables, et l'utilisation des téléphones portables est vivement découragée. Nous considérons qu'ils sont un frein à l'immersion linguistique et culturelle privilégiée par le Programme d'Honneur.
- c. Cette promesse de la part des étudiants à n'employer que la langue étrangère du pays d'accueil implique aussi qu'ils ne sont pas autorisés à lire en anglais. Dans le cas où un(e) étudiant(e) ait à lire des ouvrages recommandés par son lycée pendant l'été, l'étudiant(e) devra le faire soit avant soit après son séjour à l'étranger. Cependant, il est permis aux étudiants d'acheter ces ouvrages dans la langue étrangère du pays d'accueil du Programme d'Honneur.

2. Promesse de ne pas avoir des relations amoureuses: Il n'est pas permis aux étudiants du Programme d'Honneur de s'engager dans des relations amoureuses à l'étranger, comme ils le sont accoutumés aux Etats-Unis. La mise en place de cette règle est exigée du fait des différences de coutumes mais aussi car une relation exclusive avec une personne nuirait à l'unité du groupe, aux échanges avec la famille d'accueil et à la réussite de l'étudiant(e). Cette règle s'applique à toute relation potentielle soit avec un autre participant du Programme soit avec un résident du pays d'accueil.

3. Interdiction de consommer des boissons alcoolisées, de la drogue ou de fumer du tabac: Quelles que soient les lois du pays d'accueil, il est impératif que les étudiants du Programme d'Honneur respectent la loi en vigueur pour les mineurs de l'état de l'Indiana et ceci dès leur arrivée. En d'autres termes, il leur est interdit d'acheter ou d'accepter des boissons alcoolisées dans n'importe quelles circonstances et même en compagnie de leur famille d'accueil. De plus, les étudiants du Programme ne sont pas autorisés à rapporter de l'alcool aux Etats-Unis. Il est aussi interdit aux étudiants d'acheter, d'utiliser ou d'avoir de la drogue en leur possession. Seuls, les médicaments prescrits par un médecin sont autorisés. Il est interdit aux étudiants du Programme de fumer.

4. **Activités à risques:** Il est interdit aux participants du Programme de conduire une voiture ou tout autre véhicule motorisé. Il leur est interdit de monter, même comme passager, sur une moto. Les étudiants du Programme peuvent monter en tant que passager dans une voiture à la seule condition qu'un adulte (un membre de la famille d'accueil, un employé du Programme, ou quelqu'un qui soit autorisé par une des deux parties précédentes) soit au volant. Avant de pratiquer toutes activités sportives qui risquent d'engendrer des blessures physiques, les étudiants doivent avoir le consentement de leurs parents et d'un membre de l'équipe pédagogique du Programme. Il faut noter aussi que les étudiants ne peuvent pas se faire tatouer ou percer pendant la durée du Programme.

5. **Activités le soir de la semaine et le week-end :** Les étudiants ont la permission de passer une heure ou deux (selon le site du Programme) en centre-ville l'après-midi, après leurs cours et leurs activités. Ils doivent pour cela avoir fait savoir à leurs familles d'accueil où ils vont et avoir demandé l'autorisation. Les soirs de la semaine, les étudiants ne peuvent sortir qu'en compagnie de leurs familles à condition qu'ils informent l'équipe pédagogique, et qu'ils rentrent à une heure raisonnable établie par l'équipe afin d'être en forme pour l'école le lendemain.

Pendant le week-end, les étudiants doivent avoir l'autorisation de l'équipe pédagogique. Ils ne peuvent pas sortir seuls ou avec d'autres étudiants, car il faut qu'ils soient accompagnés de leur famille d'accueil ou d'un membre de l'équipe pédagogique. De plus, les étudiants doivent être rentrés à l'heure du couvre-feu établi par l'équipe pédagogique.

Il est formellement interdit de sortir en discothèque à tous moments.

6. **Promesse de respecter les usages de la famille d'accueil :** Les participants doivent être courtois en respectant les règles de vie établies par leur famille d'accueil. Les étudiants doivent faire l'effort de suivre les suggestions qui leur sont présentées le jour de l'orientation afin de réussir l'intégration au sein de leur famille d'accueil.

7. **Voyager :** Il est strictement interdit de voyager hors de la ville d'accueil sans accompagnateur. Si les élèves veulent voyager assez loin en dehors de la ville avec leur famille d'accueil, ils doivent tout d'abord obtenir l'autorisation de l'équipe pédagogique. Tout voyage avec la famille d'accueil qui dure plus d'un jour ne doit pas et ne peut pas interférer avec l'emploi du temps scolaire de l'étudiant. L'aspect académique du Programme est prioritaire et de la plus haute importance.

- a. La famille ou les amis américains des participants sont vivement priés de ne pas leur rendre visite sur le site du Programme pendant sa durée. La durée du Programme d'Honneur finit définitivement le jour où les étudiants quittent le pays d'accueil pour les Etats-Unis.
- 8. L'Engagement Linguistique après le Programme :** Dès leur retour du pays d'accueil, les participants doivent s'engager à aider, de leur mieux, le programme de langue de leur lycée, et à continuer à étudier la langue étrangère pendant leur année de terminale ou à l'université. Si l'étudiant(e) n'a pas l'occasion de continuer à étudier la langue dans son lycée ou dans sa communauté locale, il/elle doit s'engager à aider le département de langue du mieux possible.
- 9. Promesse d'excellence :** En conclusion, les étudiants du Programme d'Honneur s'engagent à suivre le règlement du Code d'Honneur pour faciliter au maximum leur apprentissage de la langue du pays d'accueil mais aussi pour assurer leur propre sécurité dans le pays d'accueil. Les participants du Programme d'Honneur doivent s'efforcer de garder une attitude positive et de profiter au maximum de cette opportunité unique à l'étranger. Les étudiants qui honoreront l'engagement d'excellence, ce qui implique d'obtenir de bons résultats scolaires et de respecter le Code d'Honneur, se verront décerner un certificat d'excellence dès leur retour aux États-Unis.

D'après son modèle pédagogique, la force du Programme d'Honneur réside tant dans l'action individuelle que collective. Par conséquent, en acceptant de participer au Programme d'Honneur, les participants s'engagent personnellement mais consentent aussi à encourager leurs camarades à en faire autant.

- Respecter ces normes est d'une importance capitale. Toute infraction au code sera suivie de répercussions qui peuvent aller jusqu'à l'exclusion du Programme.
- Toute infraction au Code d'Honneur sera enregistrée par un membre de l'équipe pédagogique en place dans le pays d'accueil sous la forme d'un rapport d'incident officiel, qui sera immédiatement envoyé aux tuteurs légaux de l'étudiant(e), aux employés du Programme d'Honneur à Bloomington, et à la famille d'accueil de l'étudiant(e) (si nécessaire). Des infractions répétées au Code d'Honneur seront sujettes à une réévaluation de la participation de l'étudiant(e) au Programme. Toute infraction considérée irrévocable par l'équipe pédagogique du Programme dans le pays d'accueil et à Bloomington conduira à une expulsion immédiate du Programme d'Honneur.

- Notez bien que si un(e) étudiant(e) reçoit un rapport d'incident officiel, ceci risque de remettre en question les chances de cet(te) étudiant(e) à recevoir le Certificat d'Excellence.
- Notez aussi que les actions collectives peuvent avoir un impact sur le groupe. Ainsi si le Code d'Honneur est rompu collectivement, les conséquences pourront s'appliquer au groupe dans son intégralité. C'est pour cette raison, que l'on incite grandement les participants à respecter le Code d'Honneur, chacun étant garant du comportement des autres et par conséquent de la bonne conduite et de l'esprit collectif.

GERMAN

IUHPFL Ehrenkodex

Das Indiana University Fremdsprachenprogramm (IUHPFL) ist ein "Ehren"Programm. Als solches beschreibt es klare Verhaltensnormen, denen alle Schueler folgen muessen.

Das IUHPFL verlaesst sich auf den Verantwortungssinn individueller Studenten und ihre Ehrlichkeit, den Ehrenkodex zu verstehen und ihm zu folgen. Mit der Teilnahme am Ehrenprogramm erklaert sich der Schueler bereit, die folgenden Regeln einzuhalten:

1. **Sprachenverpflichtung:** Die Verpflichtung der Schueler waehrend des Programmes nur die auslaendische Sprache zu sprechen ist der Schluessel ihres Erfolges und die Saeule des Ehrenprogramms. In der Schule, bei den Gastfamilien und unter den Schuelern ausserhalb der Schule und zu Hause ist, ausser im Notfall, ausschliesslich die auslaendische Sprache zu benutzen. Deshalb ist der Kontakt zur eigenen Familie und Freunden in den USA und Zugang zum Internet auf **eine Stunde pro Woche** limitiert.
 - a. Die Kommunikation mit der Familie und Freunden ist *limitiert*, das heisst, dass nach der Ankunft im Gastland **ein** Anruf nach Hause erlaubt ist. Keine anderen Anrufe an Familie oder Freunde sollen, ausser im Notfall, stattfinden.
 - b. Diese Verpflichtung bedeutet, dass keine Geraete, z.B. Walkman, CD Spieler, iPod, oder andere MP3 Geraete, zum Hoeren von englischer Musik benutzt werden duerfen. Das Ehren Programm raet vom Gebrauch persoenlicher Handys ab, da es die Schueler davon abhaelt, sich voll und ganz in die Fremdsprache und Kultur des Gastlandes zu vertiefen. Der Gebrauch von Laptops ist im Ausland verboten.
 - c. Die Verpflichtung bedeutet, dass Schueler waehrend des Programms kein Englisch lesen duerfen. Falls Schueler von ihrer Schule Sommer

Leseaufgaben erhalten haben, muessen diese entweder vor Beginn oder nach Vollendung, aber nicht waehrend des Programms, bearbeitet werden. Als Alternative duerfen Schueler Buecher des Sommer Leseprogramms in der Sprache des Gastlandes kaufen.

2. **Dating Beschraenkungen:** Ehrenprogramm Schueler duerfen im Ausland, wie sie es in den USA gewohnt sind, keine Beziehungen eingehen, nicht nur weil “dating” Braeuche im Ausland anders sind, sondern auch weil die Konzentration auf eine Person von der Einheit der Schuelergruppe, der Beziehung zur Gastfamilie und von der Lernerfahrung im Gastland ablenkt. Dieses Verbot beinhaltet Beziehungen mit anderen Ehrenprogramm Schuelern und mit Mitgliedern des Gastlandes.
3. **Verbot von Alkohol, Drogen und Tabak:** Trotzdem die Gesetze anderer Laender in Bezug auf Alkohol-, Drogen oder Tabakkonsum unterschiedlich sein koennen, muessen sich Schueler des Ehrenprogramms im Ausland als Minderjaehrige aus Indiana verhalten. Das heisst, ihnen ist nicht erlaubt, Alkohol zu kaufen oder akzeptieren, auch nicht in der Gastfamilie. Zusaetzlich duerfen Schueler keinen Alkohol mit in die USA nehmen. Sie duerfen ausser aertzlich verschriebenen Medikamenten fuer den eigenen Gebrauch weder Drogen kaufen, besitzen oder benutzen. Ehrenprogramm Schuelern ist das Rauchen nicht gestattet.
4. **Gefaehrliche Aktivitaeten:** Das Fahren von Autos oder anderen motorisierten Fahrzeugen ist verboten. Mitfahren auf Motorraedern ist nicht gestattet. Ehrenprogramm Schueler duerfen nur als Passagiere mit einem erwachsenen Fahrer, der ein Familienmitglied der Gastfamilie ist oder vom IUHPFL Personal autorisiert wurde, mitfahren. Riskante Sportaktivitaeten, die zu Verletzungen fuehren koennen, duerfen nur mit Erlaubnis der Eltern und des IUHPFL Personals praktiziert werden. Ehrenprogramm Schuelern ist das Empfangen von Taetowierungen oder Piercings waehrend des Auslandsaufenthaltes nicht gestattet.
5. **Wochenabend und Wochenend Aktivitaeten:** Ehrenprogramm Schueler duerfen nach den Klassenstunden und Nachmittagsaktivitaeten ein bis zwei Stunden (vom Ort abhaengig) im Ort verbringen, solange sie ihre Gastfamilien informiert und ihre Erlaubnis erhalten haben.

Waehrend der Woche duerfen Schueler nur dann mit ihrer Gastfamilie ausgehen, wenn sie vom IUHPFL Personal Erlaubnis erhalten haben und rechtzeitig zu Hause sind um sich gut auf ihre Klassen am naechsten Tag vorbereiten zu koennen.

Um am Wochenende abends ausgehen zu koennen, muessen Schueler vom IUHPFL Personal spezielle Erlaubnis erhalten. Sie duerfen nicht alleine oder nur mit anderen Schuelern ausgehen, sondern muessen entweder von den Gasteltern oder einem Lehrer begleitet werden. Zusaetzlich muessen alle Schueler zur vom IUHPFL Personal bestimmten Stunde zu Hause sein.

Das Besuchen von Diskotheken ist fuer Ehrenprogramm Schueler grundsaeztlich verboten.

- 6. Versprechen sich an die Vorschriften der Gastfamilie zu halten:** Ehrenprogramm Schueler muessen ihre Gastfamilie mit Respekt und Hoeflichkeit behandeln und sich bemuehen, die Hausregeln der Gastfamilie zu befolgen. Schueler sind verpflichtet, den waehrend der Orientierung praesentierten Vorschlaegen zum Gastfamilienverhalten zu folgen.
- 7. Reisen:** Das Reisen ohne Begleitung ausserhalb der Gaststadt ist verboten. Falls Schueler mit ihrer Gastfamilie ausserhalb der Gaststadt reisen wollen, muessen sie vom IUHPFL Personal Erlaubnis erhalten. Reisen mit der Gastfamilie, die eine Uebernachtung beinhalten, duerfen den Stundenplan nicht beintraechtigen, da das akademische Programm Hauptprioritaet hat.
 - a. Waehrend des Programms duerfen Ehrenprogramm Schueler keine amerikanischen Freunde oder Familienmitglieder beherbergen. Das Ehrenprogramm ended offiziell am Tag der geplanten Rueckreise vom Gastland in die USA.
- 8. Sprachenverpflichtung nach Programmende:** Alle Ehrenprogramm Schueler muessen versprechen, dem Sprachenunterricht ihrer amerikanischen Schule in jeder Weise zu helfen und das Studium ihrer Fremdsprache waehrend dem Senior Jahr an der Schule oder oertlichen Universitaet fortzusetzen. Falls die Gelegenheit zum fortgesetzten Sprachstudium an der Schule oder Universitaet nicht besteht, sind die

Schueler dazu verpflichtet, das Sprachenprogramm ihrer Schule auf das Beste zu unterstützen.

- 9. Ehrenprogramm Qualitätsversprechen:** Vor allem versprechen Ehrenprogramm Schueler, dem obigen Ehrenkodex zu folgen, um das optimale Lernen der Fremdsprache im Ausland zu ermöglichen und ihre Sicherheit zu gewährleisten. Ehrenprogramm Schueler sollen eine positive Einstellung haben und das Beste aus der einzigartigen Gelegenheit des Auslandsbesuches machen. Schueler, die das Qualitätsversprechen eingehalten haben, ausserdem ueberdurchschnittliche Leistung in der Klasse zeigen und sich an den Ehrenkodex halten, verdienen nach ihrer Rueckkehr in die USA den Ehrenprogramm Qualitätspreis.

Die Staerke des Programms im IUHPFL Modell als Ganzes ist nur so gut wie ihre individuellen Teile. Das heisst, dass das Versprechen sich an den Ehrenkodex zu halten, ist sowohl ein Versprechen der Gruppe als auch das der einzelnen Teilnehmer. Daraus ergibt sich, dass der IUPHFL Schueler mit dem Versprechen nicht nur sich selbst verpflichtet, sondern auch seine Mitschueler verantwortlich haelt.

- Das Befolgen dieser Regeln ist von besonderer Wichtigkeit. Verstoesse gegen den Ehrenkodex resultieren in ernsthafte Konsequenzen, die im schwersten Fall zur Ausweisung aus dem Programm fuehren.
- Jeder Verstoss gegen den Ehrenkodex wird vom IUPHFL Personal am Ort in einem offiziellen Bericht notiert und sofort an den Vormund des Schuelers, die Gastfamilie und das IUHPFL Personal in Bloomington weitergegeben. Wiederholte Verstoesse fuehren zu einer Neu-Beurteilung des Schuelers im Ehrenprogramm. Jeder Verstoss, der vom lokalen oder Bloomington IUHPFL Personal als unakzeptierbar gesehen wird, fuehrt zur sofortigen Ausweisung aus dem Ehrenprogramm.
- Es ist zu beachten, dass ein Schueler der einen Verstossbericht erhaelt, seine Chance zum Ehrenpreis limitiert oder verliert.
- Es ist ausserdem zu beachten, dass die Aktivitaeten einer Mehrheit manchmal die gesamte Gruppe betreffen. Falls eine grosse Anzahl von Schuelern gegen den Ehrenkodex verstoesst, kann dies Konsequenzen fuer die gesamte Schuelergruppe haben. Aus diesem Grunde empfehlen wir allen Schuelern, sich gegenseitig fuer ihre Aktivitaeten und zur Befolgung des Ehrenkodex zur Verantwortung zu ziehen.

SPANISH

Código de Honor del IUHPFL

El Programa de Honor en Idiomas Extranjeros de la Universidad de Indiana, es un Programa de “Honores.” Como tal, incluye claras normas de conducta para los estudiantes.

El IUHPFL confía en el sentido de responsabilidad y honestidad de cada estudiante, para entender y regirse por el Código de Honor del IUHPFL. Al participar en el Programa, el estudiante se compromete a seguir las siguientes normas:

1. **Compromiso del idioma:** El compromiso de los estudiantes a hablar solamente el idioma extranjero mientras dure el Programa es la llave de su éxito y el pilar del Programa. Los estudiantes y las familias anfitrionas deben hablar exclusivamente el idioma extranjero, tanto en el colegio como en casa y en las horas libres, excepto en casos de emergencia. Por este motivo, el contacto con su familia y amigos de origen es **limitado**, y el acceso a Internet está restringido a **una hora** a la semana.
 - a. La comunicación con la familia y amigos de origen es limitada a una sola llamada al llegar al país anfitrión. No se puede hacer ninguna otra llamada a la familia o amigos, excepto en caso de emergencia.
 - b. Este compromiso implica que no se puede utilizar ningún aparato (ej. walkman, CD, ipod, o cualquier otro reproductor de mp3, etc.) para escuchar música en inglés. El Programa de Honor desaconseja el uso de móviles, en el caso de que no le permita al estudiante integrarse de manera completa ni en el idioma del país anfitrión, ni en la cultura anfitriona. Ordenadores portátiles están prohibidos.
 - c. Este compromiso implica que el estudiante no puede leer en inglés durante el Programa. Si el estudiante tiene tareas de lectura que se tienen que cumplir para sus asignaturas académicas, las tareas o se deben cumplir antes de que comience el Programa o una vez se acabe el Programa, pero no mientras dure el Programa. Como alternativa, el estudiante puede comprar los libros para las tareas en el idioma del país anfitrión.
2. **Restricciones en las citas:** Los estudiantes no deben de salir habitualmente con una sola persona como lo pueden hacer en los Estados Unidos, no sólo porque las costumbres son diferentes sino también porque centrarse exclusivamente en una sola persona puede ser contraproducente para la unidad del grupo de estudiantes, la interacción con la familia anfitriona y la experiencia de aprendizaje. Esto se aplica también a las relaciones con otros estudiantes o con un miembro de la cultura anfitriona.

- 3. Prohibición del consumo de drogas, alcohol o tabaco:** Aunque las leyes referentes a drogas, alcohol y tabaco puedan ser diferentes en otros países a las de EEUU, los estudiantes del Programa se deben comportar como menores de edad del estado de Indiana. Esto es, no se les permite comprar o aceptar bebidas alcohólicas en ningún momento, incluyendo a la familia anfitriona. Tampoco pueden llevar alcohol con ellos a EEUU. Tampoco pueden comprar, poseer o consumir drogas que no sean por prescripción médica para sus propias dolencias. No se permite a los estudiantes fumar.
- 4. Actividades de riesgo:** No está permitido conducir un coche o cualquier vehículo motorizado. Tampoco se permite ir de pasajero en una moto. Los estudiantes sólo pueden viajar como pasajeros en un coche cuando el conductor sea un adulto de la familia anfitriona o haya sido autorizado por el equipo de profesores. Cualquier actividad deportiva de riesgo, que pueda derivar en daño físico, sólo puede practicarse con autorización de los padres del estudiante y del equipo de profesores. Los estudiantes tampoco pueden hacerse tatuajes o piercings durante el Programa.
- 5. Actividades entre semana y de fin de semana:** Los estudiantes pueden pasar una o dos horas (dependiendo del sitio donde se efectúe el Programa) en el centro de la ciudad al acabar la clase, siempre que hayan informado a la familia anfitriona y hayan recibido su permiso. Respecto a las noches entre semana, los estudiantes pueden salir solamente con la familia anfitriona, siempre que hayan recibido permiso del equipo de profesores y vuelvan a casa a una hora razonable (la hora establecida por el equipo de profesores) para poder preparar las clases del día siguiente.

Para poder salir por la noche los fines de semana, los estudiantes necesitan permiso del equipo de profesores. No pueden salir solos entre ellos, sino deben salir en la compañía de sus padres anfitriones o los profesores. Además, deben volver a casa a la hora estipulada por el equipo de profesores.

Está totalmente prohibido ir a discotecas.

- 6. Compromiso de seguir las normas de la familia anfitriona:** Los estudiantes deben tratar a sus familias anfitrionas con respeto y educación, esforzándose por cumplir las normas establecidas por la familia. Deben tener en cuenta las sugerencias de comportamiento que se les presentan en la Orientación.
- 7. Viajes:** Los estudiantes no pueden viajar solos fuera de la ciudad anfitriona. Pueden viajar con la familia anfitriona si reciben permiso del

equipo de profesores. Si viajan con la familia y deben pasar la noche fuera, este viaje no puede interferir con los horarios de las clases, ya que el Programa y sus cursos deben ser la máxima prioridad.

- a. Los estudiantes no pueden acoger, en el lugar de estancia, a ningún amigo o familiar americano mientras dure el Programa. El Programa finaliza oficialmente en la fecha del viaje de vuelta a EEUU.

8. Compromiso de idioma Post Programa: Todos los estudiantes del Programa de Honor deben comprometerse a ayudar al colegio (o escuela) en todo lo posible y comprometerse a seguir estudiando el idioma extranjero durante su último año en la escuela o en la Universidad. Si no tienen la oportunidad de seguir estudiando el idioma, el estudiante se compromete a ayudar al Programa de Idiomas de la escuela en todo lo posible.

9. Compromiso de excelencia: Por encima de todo, los estudiantes se comprometen a seguir este Código de Honor para facilitar al máximo el aprendizaje del idioma y su propia seguridad cuando estén en el país anfitrión. Deben tener una actitud positiva, e intentar aprovechar al máximo esta oportunidad única en el extranjero. Los estudiantes que cumplan el Compromiso de Excelencia y demuestren buen comportamiento en clase y adherencia al Código de Honor recibirán el Premio de Excelencia del Programa a su llegada a Estados Unidos.

En el modelo del IUHPFL, la fuerza del Programa como un todo sólo se consigue con la fuerza de los individuos que lo forman. Esto significa que el compromiso de cumplir el Código de Honor es tanto un compromiso individual como colectivo. En consecuencia, al comprometerse, el estudiante no sólo se compromete a cumplir el Código él mismo sino también a instar a sus compañeros a cumplirlo.

- El cumplimiento de estas normas es de máxima importancia. Las infracciones del Código de Honor ocasionarán repercusiones, la más grave de ellas la expulsión del Programa.
- Cualquier infracción del Código de Honor será reflejada en un Informe de Incidentes por el equipo de profesores del sitio donde suceda, e inmediatamente comunicada a los padres del estudiante del Programa de Honores, a los responsables del Programa en Bloomington y a la familia anfitriona (si es relevante). La reincidencia en las infracciones será motivo de la re-evaluación del estudiante para participar en el Programa. Cualquier infracción considerada grave por el equipo de profesores de cada lugar dónde se realice el Programa y por los responsables del Programa en Bloomington, conllevará la expulsión inmediata del Programa.
- Es importante saber que, si un estudiante recibe un Informe de

Incidentes, esto afectará su oportunidad de recibir el Premio de Excelencia del Programa.

- También hay que tener en cuenta que las acciones de la mayoría a veces afectan a todo el grupo. En caso de que el Código de Honor sea violado por un gran número de estudiantes de forma colectiva, puede haber consecuencias que afecten a todo el grupo. Por esta razón, se espera que los estudiantes se apoyen unos en otros en el cumplimiento del Código de Honor.

THE HOST FAMILY EXPERIENCE

Each Program site's host families are vetted by the onsite coordinator(s). It is the Program's goal to find suitable host families that wish to invite a host student into their home as a member of the family. While being a part of the family implies feeling comfortable in your host family's home, it also implies participating in household activities and chores as any other member of the family would. It is important to communicate well with your host family and be courteous and respectful during your stay at their home.

Upon arrival to your host family's home, your host family will discuss with you the rules of the house. You have already agreed to abide by the rules laid out by your host family in signing the Honor Code for the Honors Program. It is important to keep in mind that the rules of your host family may differ greatly from those of your family in the U.S. With your host family, always ask for permission for ***any*** favors or privileges, including visits to the refrigerator or making local telephone calls, which can be quite expensive.

Above all, remember that host families come in all shapes and sizes. Some host parents will be young, some older. Some heads of households may be widows. Some families may live on the outskirts of town, or even in the countryside. In many families both parents may work. The best way to make the most of your host family experience is to have a positive attitude and an open mind to assimilating to your new family's way of life. Be willing to try new foods, be open to talking with your host family, and make your best effort to adapt.

Your host family will contribute greatly in supporting your linguistic progress as well as your cultural assimilation. We encourage you to spend as much time with your host family as time allows and to form a relationship with them that could last until well after your summer abroad. We also encourage you to show your gratitude and appreciation to them daily for receiving you as a host student in their home.

Host families receive general information about the IUHPFL through the onsite coordinator. When vetted for the Honors Program, host families are presented with the objectives of the Honors Program as well as the Honor Code. They also

learn the extent of their responsibility for the host student, as well as what the host student's responsibility is to them.

Your host family will receive a copy of the Personal Information Form that you submitted to the Honors Program office, on which you listed any food, smoke and pet preferences, as well as medications, hobbies and other interests. The onsite instructor staff will also be provided with a copy of your Personal Information Form. This Personal Information Form is the primary tool the onsite coordinator uses to match you with a host family. When making a host family placement, the host family coordinator will take into account your preferences and interests, however please understand it is not possible to meet every request.

Ideally, you will have started corresponding with your host family before leaving to go abroad. Do not be alarmed, though, if you do not hear from your host family until just before leaving for your trip abroad.

We suggest that you supply a small, thoughtful gift for your host family as a nice gesture in return for them hosting you as a student. Gift ideas will be discussed further at your orientation. In addition to a small gift, we suggest that you prepare a "conversation piece" for the first few days after your arrival: perhaps a lightweight album or scrapbook containing pictures of your family, your home, school or postcards, newspaper clippings and photos from your hometown.

While most host family experiences are positive, some incompatibilities between you and your host family may arise. In the event that you experience difficulties with your host family, we encourage you to discuss them with your host family. If talking with your host family does not resolve the issue, or if you need assistance in how to address the issue with your host family, do not hesitate to mention your concerns to the onsite staff. Feel free to seek the help of the student coordinator, or any staff member with whom you feel comfortable in dealing with any challenges you may experience with your host family.

MEDICAL INFORMATION

Medical History

You have been asked to submit a Statement of Medical History for the IUHPFL program in which you are participating:

<http://www.indiana.edu/~iuhpfl/acceptedstudents/>

The Statement of Medical History is important for your health and safety. It will help the onsite staff obtain assistance for you in case of accident or illness. Language barriers and incomplete medical records can delay treatment. For your own safety, we asked you to provide the most up-to-date and accurate information about medications you take regularly, drug allergies, and chronic or

recurring physical and psychological conditions, including eating disorders. ***Please update the IUHPFL office of any changes that may need to be made to your Statement of Medical History before your departure to assure its accuracy.***

Living abroad can create stress. If you are currently under medical care, talk frankly to your school counselor, health provider or the IUHPFL staff about the support you might need abroad. The IUHPFL staff can accommodate your needs, but only if they know what those needs are.

For information on health abroad, visit the websites for the Center for Disease Control and the World Health Organization:

www.cdc.gov/

www.who.int/en/

Medications Abroad

If you currently take medications, talk to your physician or nurse practitioner about arrangements for continuing the medications abroad. Be sure to take the amount of medication with you abroad that is needed to carry you through the six and a half weeks of the Program. If this is not a possibility, ask your medical provider to provide you with a typed prescription by chemical drug name for adequate supplies to be filled while abroad or discuss other options.

Any medications carried overseas should be left in their original containers and be clearly labeled. You should also carry a letter from your physician describing the medical condition and any prescription medications, including generic names of prescription drugs.

Health Insurance

Part of the fee you pay to the Honors Program is used to provide insurance coverage. You will be insured by HTH Worldwide Insurance Services for the duration of the summer Program. Information on the coverage provided to you by HTH Worldwide Insurance Services is posted at <http://www.indiana.edu/~iuhpfl/acceptedstudents/>.

Should you become ill while abroad, do not hesitate to see a physician. On all Program sites, we have well-known physicians who provide excellent health care. ***You will incur the cost out-of-pocket for any medical bills or visits,*** however, reimbursement is possible by the insurance company, provided you fill out the Insurance Claim Form provided by HTH and provided you keep all documentation from medical treatment (including an itemized bill, signed prescriptions, receipts from pharmacies, clinics, etc.) to send them to the insurance company with your claim. Without proper documentation, the insurance company cannot reimburse you for medical expenses.

We recommend that you are also covered by your own insurance (your guardian's insurance) for any emergency that would require extensive care. You will want to carry an identification card or other documentation from your insurance company that would prove coverage.

If you plan to travel independently before or after your Program ends, you may need to purchase supplemental medical insurance to cover the additional time you stay abroad. You are only insured by HTH Worldwide Insurance Services for the duration of your Program.

TRAVEL AND LUGGAGE

Travel to Program Site

You are responsible for the cost of travel between Chicago (for European programs) or Indianapolis (for Mexico program) and your host country **on the required group flight**. You are also responsible for financing your own transportation to and from the airport in the United States.

Each group's travel schedule is listed on the following pages (as of the date this booklet went to print, March 28):

Airport Codes:

CDG: Paris Charles de Gaulle
DUS: Düsseldorf
IAH: Houston Intercontinental
IND: Indianapolis
MAD: Madrid
ORD: Chicago O'Hare
MID: Merida

Brest: Thursday, June 9

Depart: 5:10 PM, ORD to CDG, Air France flight 667

Arrive: 8:20 AM on Friday, June 10

Monday, July 25

Depart: 10:30 AM, CDG to ORD, Air France flight 664

Arrive: 12:35 PM

Saumur: Sunday, June 12

Depart: 5:10 PM, ORD to CDG, Air France flight 667

Arrive: 8:20 AM on Monday, June 13

Thursday, July 28

Depart: 10:30 PM, CDG to ORD, Air France flight 664

Arrive: 12:35 PM

St. Brieuc:

Sunday, June 5

Depart: 5:10 PM, ORD to CDG, Air France flight 667

Arrive: 8:20 AM on Monday, June 6

Thursday, July 21

Depart: 10:30 AM, CDG to ORD, Air France flight 664

Arrive: 12:35 PM

Krefeld:

Sunday, June 12

Depart: 5:10 PM, ORD to CDG, Air France flight 667

Arrive: 8:20 AM, CDG on Monday, June 13

Depart: 12:55 PM, CDG to DUS, Air France flight 1906

Arrive: 2:05 PM

Wednesday, July 27

Depart: 7:25 AM, DUS to CDG, Air France flight 1107

Arrive: 8:40 AM

Depart: 10:30 AM, CDG to ORD, Air France flight 664

Arrive: 12:35 PM

Ciudad Real: Thursday, June 9

Depart: 4:40 PM, ORD to MAD, Iberia flight 6274

Arrive: 7:40 AM on Friday, June 10

Monday, July 25

Depart: 11:55 AM, MAD to ORD, Iberia flight 6275

Arrive: 2:15 PM

León:

Thursday, June 9

Depart: 4:40 PM, ORD to MAD, Iberia flight 6274

Arrive: 7:40 AM on Friday, June 10

Thursday, July 25

Depart: 11:55 AM, MAD to ORD, Iberia flight 6275

Arrive: 2:15 PM

Oviedo:

Wednesday, June 8

Depart: 4:40 PM, ORD to MAD, Iberia flight 6274

Arrive: 7:40 AM on Thursday, June 9

Sunday, July 24

Depart: 11:55 AM, MAD to ORD, Iberia flight 6275

Arrive: 2:15 PM

Valencia:

Monday, June 6

Depart: 4:40 PM, ORD to MAD, Iberia flight 6274

Arrive: 7:40 AM on Tuesday, June 7

Tuesday, July 22

Depart: 11:55 AM, MAD to ORD, Iberia flight 6275

Arrive: 2:15 PM

Mérida:

Sunday, June 12

Depart: 4:45 PM, IND to IAH, Continental flight 5956

Arrive: 6:13 PM

Depart: 7:10 PM, IAH to MID, Continental flight 1842

Arrive: 9:15 PM

Wednesday, July 27

Depart: 6:50 AM, MID to IAH, Continental flight 1843

Arrive: 8:57 AM

Depart: 11:35 AM, IAH to IND, Continental flight 3153

Arrive: 1:52 PM

Please check our website for the most up-to-date flight information before your departure. It is possible your flight will have changed from the time this booklet went to print.

<http://www.indiana.edu/~iuhpfl/acceptedstudents/>

Passports should not be packed with your baggage, rather carried separately and safely. Upon arrival to the host country, your passport will be collected by the staff and stored safely until your return trip to the U.S. in late July. Should you need your passport while abroad, you can obtain it from your onsite student coordinator.

Once you arrive to the airport abroad, you can expect a bus, car or train ride to your Program site that ranges anywhere from 30 minutes to five or six hours. You will want to have a few snacks and some water for this ride. You will be given more information about the length of the journey from the airport to your Program site at orientation.

Once you have arrived at your Program site, the instructor in charge of public relations will e-mail your guardians to let them know that you have arrived safely. Parents and guardians will receive an e-mail from the public relations coordinator *well after* the flight arrives abroad, taking into consideration the

Transportation Within the Program Site

Your mode of transportation to and from school will depend on your Program site. You may walk or use public transportation. You should not count on the host family as a mode of transportation. For your own safety, per the Honor Code, you may not drive a car or operate any other motorized vehicle while abroad.

You will be provided more information about transportation at the Program site at your orientation. It is possible you may have to pay for transportation within your Program site out of pocket, and then be reimbursed on a weekly or bi-weekly basis by the onsite financial coordinator.

Additional notes:

Luggage Requirements

We recommend that you take **one** suitcase plus a carry-on such as a backpack small enough to fit in an overhead compartment. You may also carry on a purse or small bag. **Most importantly, follow the specific recommendations that your Program instructors provide for you at your orientation, as well as the recommendations given to you by the Honors Program travel agency, Travel Leaders.**

Note: you will be responsible for transporting your own luggage while abroad.

Visit the following websites to see the requirements for both the weight of your luggage and dimensions of your luggage for your program's airline:

Air France (Brest, Saumur, St. Brieuc, Krefeld):

- <http://www.airfrance.us/>

Iberia (all Spain programs):

- <http://www.iberia.com/us/>

Continental (Mexico):

- <http://www.continental.com/>

Additional notes:

What to Pack: Clothing and Incidentals

Remember that you do not need to purchase an entirely new wardrobe to go abroad! While abroad, European host families will provide the availability of laundering your clothes roughly once a week, perhaps less intermittently. Mexican host families will not provide their students with laundry services in the home, but will inform them where students can go to do laundry. Keep in mind dry-cleaning is expensive in Europe and Mexico.

Some summer climates in Europe and Mexico are quite different from the hot and humid summers in Indiana. Your Program instructors will provide you with information as to what you can expect in terms of weather on your Program site at orientation.

Additional notes:

A generic **suggested** clothing list for males and females follows. **Pay special attention at your orientation to add and subtract items from this list.** Your Program site will dictate more specifically the clothing items that you will want to bring and those you will wish to leave at home.

MALES

- 1 set of nice clothes for formal occasions (including nice shoes and tie)
- 4-5 knit or wash-and-wear shirts
- 1 sweater (whether it is a heavy or light sweater depends on your Program site)
- 2-3 pairs of jeans/pants (keep in mind how long these materials might take to dry, as dryers are not very common in Europe or Mexico)
- 1-2 pairs of shorts for sports; 2-3 t-shirts for sports
- Two pairs of comfortable shoes (including sneakers) for walking
- Pajamas
- Undergarments and socks as needed
- 1 jacket (whether it is a heavy or light jacket depends on your Program site)
- Swim trunks and towel
- Toiletry articles as needed

FEMALES

- 1 set of nice clothes for formal occasions (including nice shoes)
- Shorts of a reasonable length and knit tops as needed
- A few summer dresses or skirts
- 1 sweater (whether it is a heavy or light sweater depends on your Program site)
- 2-3 pairs of jeans/pants (keep in mind how long these materials might take to try, as dryers are not very common in Europe or Mexico)
- Swimsuit and towel
- 1 or 2 pairs of shorts for sports, 2-3 t-shirts for sports
- Two pairs of comfortable shoes (including sneakers) for walking
- Pajamas or nightgown
- Undergarments & socks as needed
- Cosmetics and toiletry articles (Tampax, etc.) as needed

- 1 jacket (whether it is a heavy or light jacket depends on your Program site)

FOR ALL

- Passport
- Student ID & Driver's License
- Vitamins, aspirin, Tylenol, cold medicine, Dramamine (for travel sickness), any medicine prescribed by your physician
- Sunscreen
- Alarm clock
- A good supply of batteries (or a battery charger) if you plan to take pictures
- Water bottle
- Backpack for school and excursions
- Safe place to carry passport and money
- Slippers or flip flops/sandals to wear around your host family's house (it is uncommon to walk around the house barefoot in Europe or in Mexico)
- If going to Europe: converter (if you plan to use any electronic devices); Mexico's outlets are the same as in the U.S.

Additional notes:

COMMUNICATION WITH THE U.S. WHILE ABROAD

The Honor Code indicates that telephone communication with your family is **limited**, meaning you are permitted to make *one* telephone call to your family in the U.S. during the first week at your Program site. From that point on, phone calls to the U.S. should be made only in extenuating circumstances and with permission from the onsite student coordinator. The restriction on telephone communication is motivated by the desire for adherence to the Language Commitment and to avoid further homesickness.

Also as part of the Language Commitment and general assimilation to the host culture, your access to the Internet for the purposes of communicating with home and social networking is restricted to one hour per week. We suggest you make the most of that hour by writing group e-mails to friends and family members

updating them of your recent progress in the Honors Program, rather than trying to write individual e-mails to each of your friends and family members. You may even want to establish a group e-mail list with your contacts before traveling abroad. We ask you to use your one hour of Internet a week responsibly.

It is important to note that not all host families may own a computer. You may have to go to an Internet café to access the Internet. The onsite staff can provide you with suggestions for recommended Internet cafés on your Program site.

PROGRAM PAYMENTS

Please follow instructions for Program payments as indicated on the Payment Schedule and Terms Agreement sheet:

<http://www.indiana.edu/~iuhpfl/acceptedstudents/>

IUHPFL Refund policy:

- **Withdrawal before the Program begins:** If you withdraw from the Honors Program *after* you have paid the fees but *before* the Program begins, the Honors Program will consider a refund of certain fees to be determined on a case-by-case basis. Fees that will NOT be refunded include:
 - The \$500 non-refundable initial payment
 - Round-trip airfare*
 - Any fees non-recoverable at the time of withdrawal. Non-recoverable fees may include housing, meals, transportation and staff compensation that have already been committed or paid on your behalf.

*It may be possible to use your already purchased airline ticket towards another flight to the same destination, though you may incur re-booking fees.

- **Withdrawal after the Program begins (i.e. while onsite):** If you withdraw from the Honors Program after it begins, you must send a formal statement to the Honors Program that explains in detail the reasons you feel you need to withdraw from the Program. We will consider a partial refund of fees only 1) if you become seriously ill or 2) if an emergency requires you to return to the U.S. In these cases, the amount of the refund will be determined individually on the basis of costs recoverable by the Honors Program at the time of withdrawal.

Please note that withdrawal after the Honors Program begins (i.e., while onsite) supposes that you will have to change the date of your return ticket home and such a change in airfare will result in additional costs. Also, please note that if you withdraw while onsite, the airlines will work with you as best they can to get you home in a timely manner, but availability of return

flights may be limited due to airline policies regarding group flights.

- **Expulsion from the Program:** If you are expelled from the Honors Program, no fees or costs will be refunded. You will also be expected to cover the additional expenses incurred related to the necessary arrangements to change your return flight home.

MANAGING YOUR MONEY ABROAD

With respect to managing your money abroad, a few general suggestions follow. Your onsite instructors will have additional suggestions for your Program site at orientation.

- 1) **Debit card and 4-digit PIN** permit you to withdraw money directly from your U.S. checking account. This option is fast, convenient, and offers the best exchange rate. Use your card at least once before you leave the U.S., find out your bank's overseas ATM fees as well as limits on withdrawals. ATMs are plentiful throughout our Program sites, but we recommend that you check ahead of time to see if your particular debit card will be accepted at ATMs at your site. Consult instructors of your Program site and former participants of your Program site for more specific information.
- 2) **Major credit card and a 4-digit PIN** permit cash advances on your credit card. This is a fast and simple option, but it involves a fee, and interest is charged. VISA, MasterCard and American Express are widely recognized throughout the world, but some regions favor one over the others. Check an up-to-date guidebook to find out which card is most recognized in your host country.

If planning to use ATM, debit or credit cards, be sure to check with your bank(s) to confirm that you can do so in the country in which you will be traveling. Communicate to your bank the dates of your trip abroad, so that they may take note of dates when they can expect transactions abroad. Also ask your bank what international transaction fees you may incur upon making withdrawals or purchases abroad.

More useful tips on managing money abroad:

- We recommend exchanging a good sum of U.S. dollars for Euros or Pesos before departure. This way you arrive to the host country with some local currency to get you through any incidentals the first week(s) of the Program.

We recommend you order Euros or Pesos from a local bank in your town. Do not plan on exchanging U.S. dollars at the airport in Chicago or Indianapolis, as you will be short on time and asked to stay with the group of students. Likewise, do not plan on exchanging U.S. dollars upon arrival at the airport

abroad. You will be short on time and it is not advisable to do so for safety reasons.

Arriving with some local currency will also be helpful should you have a hard time initially locating an ATM onsite that allows you to make withdrawals. Students may have to attempt withdrawals at several ATMs before finding one that is compatible with their card.

Under no circumstances is the IUHPFL staff or your host family permitted to lend you money — for purchases large or small. It is for this reason that we recommend you arrive abroad with at least some local currency, and that you have your own debit card and/or credit card while abroad.

- We suggest that you and your guardians come to an agreement on how much spending money should be allotted throughout the six and a half weeks of the Program. You and your guardian's individual and unique financial circumstances should dictate your budget.
- We suggest that students do not commit themselves to buying a souvenir for every friend and relative. A good alternative to buying gifts for friends and relatives would be sending them postcards from the host country, as postage abroad is fairly inexpensive in comparison to buying souvenirs.
- We do not recommend traveler's checks. Traveler's checks are frequently not accepted in stores and often have a poor exchange rate. Exchanging traveler's checks for local currency is inconvenient (and in some banks traveler's checks are no longer accepted), as it implies that you would need to make a trip to the bank to do so. You will be in class and participating in afternoon activities during banking hours.
- We do not recommend that you bring U.S. dollars to exchange at banks abroad. Again, you will not likely get a good exchange rate, and you will also need to be physically present at a bank. You will be in class and participating in afternoon activities during banking hours.
- Should you run into a financial problem abroad, your guardians can wire you money via Western Union. Call 1-800-325-6000 for more information regarding transaction fees, passwords or visit <http://www.westernunion.com>.

HEALTH AND SAFETY ABROAD

The IUHPFL staff in Bloomington and onsite will work to protect your health and safety overseas, but you must ultimately take responsibility for the consequences of your decisions, choices and behavior. Before the Program, read carefully and consider the information given to you by the IUHPFL office

regarding your health and any special needs. Together with your family, review the Agreement and Release form for the Honors Program, found at our website:

<http://www.indiana.edu/~iuhpfl/acceptedstudents/>

You are also encouraged to consult the U.S. Department of State website for Consular Information Sheets and Travel Alerts or Warnings, and the Centers for Disease Control website:

<http://travel.state.gov/>

<http://www.cdc.gov/>

While the IUHPFL office can provide information about health and safety issues, we cannot eliminate all risks from a study abroad environment or ensure that U.S. standards of due process will be applied in legal proceedings outside this country.

Please be especially alert to the following aspects of living abroad, which may not at first appear to you as safety or health issues:

Emotional Health

You are likely to experience some form of culture shock during your time abroad, but this should not be confused with a real emotional crisis. If you feel withdrawn or detached and cannot cope with your environment, ask the onsite staff for guidance and/or a recommendation of a skilled health care provider. If your problem involves an eating disorder, share your burden with someone before you become seriously weakened.

Any medication that you take for a mental health condition should be continued during your time abroad since an interruption in medication can produce serious consequences.

Public Disturbances

Keep a low profile during political events abroad that may be anti-American in nature. At such times, avoid places that attract Americans and dress to fit in with the local culture. Be wary of unattended packages or backpacks in public places like subways, trains and buses and report such unclaimed objects to a local authority.

In the event of public disturbances abroad—including violent demonstrations, terrorist acts and natural disasters—the onsite Program staff will be in contact with you immediately to inform you of protocol. If such an event occurs, the public relations coordinator will send an e-mail to your family informing them of your safety and whereabouts. You should also send your family an e-mail informing them of your safety.

Sexual Harassment

If you feel you may be the victim of sexual harassment, consult the Program administration immediately. They can help you sort out the difference between unacceptable harassment and culturally acceptable behavior which may be nonetheless uncomfortable for you.

Personal Safety

When traveling abroad U.S. visitors are generally safe and are not singled out or targeted based on their nationality, but rather for looking like tourists. Americans tend not to experience crime in any large numbers. This does not mean that U.S. students abroad are immune from crime. Most of the crimes committed against U.S. tourists and visitors fall in the category of petty theft, such as pickpocketing and purse snatching.

General advice for safeguarding valuables:

- **While on Foot:** Be cognizant of your surroundings. Know where you need to go and walk with a purpose. Do not give the impression that you are off balance in your walking style or appear to be lost or wandering. There is evidence that criminals will observe these vulnerabilities and target these types of individuals. Also, do not walk close to the street or too close to the buildings. Whenever possible, walk against the traffic.
- **Public Transportation:** Be attentive to your surroundings and keep control of your personal items. While waiting in line, keep your luggage close to your person, or put the luggage straps through your arm or one of your legs to keep control of your personal belongings.

Recently the U.S. Department of State has reported a sharp increase in drug-spiking crimes. Motives include theft or robbery, kidnapping, extortion, sexual assaults and even amusement. There are reportedly over 60 different drugs recognized as “spiking” agents. Many of them are cheap and readily available. These drugs, for the most part, are odorless, tasteless, and colorless, and most will leave the body within 72 hours of ingestion.

The following steps can help to avoid becoming a victim of spiked drink or food by drugs and/or alcohol. These steps are in accordance with the Honor Code:

- Do not go out alone anywhere.
- Never accept food or drink from a stranger.
- If a beverage looks or tastes different or has been moved or topped off, do not drink it. The same goes for food.
- If an individual in your group begins to feel sick, woozy, or intoxicated while out, they should tell a group member/friend, go somewhere safe, and call for

help if needed. If someone collapses or becomes unconscious immediately call for an ambulance, and do not leave the individual alone.

- **Caution:** both food and drinks can be spiked.

TRAVEL SAFETY

Air Travel

Security measures at airport facilities and on aircrafts will require that you take additional precautions when flying. You should be prepared to comply with multiple document checks, baggage searches and inquiries. Be patient — these steps are being taken for your protection.

- **Packing:** Examine everything that you normally pack in your suitcase and evaluate whether an object could be scrutinized by airport security. (This includes items found in manicure kits, etc.) Consider removing anything that could be perceived as threatening or may raise suspicion at a security screening checkpoint. No knives of any size will be accepted. Avoid over-packing so that carry-on luggage and checked suitcases can be opened and closed with ease.
- **Airport Etiquette:** Arrive at the airport early (at least two to three hours before scheduled departure). Be sure to have your passport available.
- **In Transit:** Maintain your sense of awareness and keep your possessions with you at all times.
- **Upon Arrival:** Have your luggage receipts available for verification when retrieving luggage.

Car Travel

Everyday traffic accidents are the main cause of injury to students traveling abroad. The road-safety standards and risks for Western Europe and Mexico are similar to those in the U.S., but drivers may be more aggressive than in the U.S., and speeding and passing may be more common. Keep in mind the following:

- In accordance with the Honor Code, driving a car or other motorized vehicle is forbidden. Riding passenger on a motorcycle is also prohibited.
- As an Honors Program student, you are only permitted to ride passenger in a car with an adult driver who is a member of the host family or has been authorized by the host family or the onsite staff.
- Do not ride in a car without wearing a seat belt.

The Association for Safe International Road Travel (www.asirt.org) offers statistics, tips and articles about road safety around the world.

Pedestrian Travel

- Exercise caution in crowded areas where you are most likely to be robbed, i.e. crowded bus stations, market places and festivals. Don't use narrow alleys or poorly-lit streets.
- Per the Honor Code, do not travel alone at night. Travel in groups of at least three people whenever possible.
- Beware of pickpockets. They often have an accomplice who will jostle you, ask for directions or the time, point to something spilled on your clothing, or distract you by causing a disturbance. Beware of groups of vagrant children who create a distraction while picking your pocket.
- Try to seem purposeful while you move about. Even if you are lost, act as if you know what you are doing.
- Pay extra attention to traffic signals when traveling by foot, especially in crowded areas as many drivers may not consider pedestrians to have the right-of-way.

ADJUSTMENT AND CULTURAL DIFFERENCES

Personal Adjustment

Part of your success abroad will depend on how well you have prepared the logistics covered earlier in this handbook, but even more depends on how you prepare yourself for cultural adjustments and personal growth abroad.

U.S. Identity

Before you can understand another culture, you should understand your own. What does it mean to be American? What characteristics, values and attitudes define American culture? What generalizations can you make about American attitudes towards education, gender, family, money, politics, race, relationships, religion, success, time and work? How do American values affect your attitudes toward others, your friendship patterns, your work habits, the way you spend your time and money? How do Americans measure success in life? What role does tradition play in our culture? A clear understanding of what is characteristically 'American' (and its many variations) will give you a better chance of appreciating similarities and differences in another culture.

How flexible are you? Once you have identified your American values, patterns and habits, think about the strategies that will help you adjust to different ways of dressing, eating, shopping, banking, relating to others and studying.

Learn about the U.S.

Every student abroad is inevitably put in the position of having to explain (or even defend) the home country's political or economic system or its stance on

global issues. If you begin now to keep abreast of the U.S. role in global activities, you will be more articulate when you are questioned about U.S. policies and reactions to world issues. In addition, students often report that they wish they had brushed up on such basics as how a bill becomes a law in the U.S. or the composition of the European Union before going abroad. Remember, however, that you probably don't want to get into a hostile debate with questioners or automatically defend everything that is American. Can you think of some strategies for deflecting potentially hostile questions so that they lead to conversations in which everybody listens and everyone learns?

Learn about the Host Country

Learn as much as possible about the country to which you are traveling, since understanding the culture will facilitate your adjustment to living there. How do you plan to inform yourself about the host country before arrival? You can independently explore histories, periodicals, novels, travel books, videos and tapes that inform you about the differences in daily life you will encounter abroad at your Program site.

Your Expectations

Take a personal inventory of your expectations. What do you hope to get out of the experience overseas? Do you have any hidden or unspoken expectations? Identify your goals—linguistic, academic, personal and career. How are you going to achieve them? How will you track your personal growth during this experience? Outlining your goals now and then keeping a journal abroad in the foreign language will help you map both your inner and outer journeys. Indeed, daily writing, which attempts to interpret the cross-cultural meanings of your experiences, may be your most powerful learning tool.

Your Appearance

Carefully consider how you will dress. U.S. students often comment that their clothing gives them away instantly as foreigners and can make them more vulnerable to derogatory remarks and as potential targets for petty thefts.

While you shouldn't expect to buy a new wardrobe for going abroad, you may want to plan to wear items of your own clothing that fit in better with the local culture. You'll discover that shorts, halters and skimpy tops are mainly worn near seaside towns and rarely in urban centers except by tourists. You'll also discover that casual lounging clothes, including oversized t-shirts with humorous logos and flannel pants that are very common on high school campuses, are not often worn in cities or towns abroad. And before you don what many cultures might interpret as 'revealing' clothing (e.g., low-rider jeans, exposed midriffs, plunging necklines, etc.) observe what native citizens who are your age in that country are wearing. You may also discover that flip flops and sneakers are not necessarily the norm for footwear outside of the U.S., at least not for all occasions.

Part of the acculturation process is trying to blend in so that you minimize your role as an outsider. Be prepared to be as flexible about your clothing as you are about other aspects of your behavior.

Cultural Differences

You will adjust in many small ways over a period of time to the new culture, even though the familiar term “Culture Shock,” leads you to expect a jolting and immediate clash of values.

While there are many differences between the U.S. and your host country to which you will have to adjust, the following are particularly significant.

Gender Roles

Both male and female students abroad will discover that growing up in the U.S. has prepared them for different roles in society than the ones their contemporaries in other countries expect. Many events in recent decades have heightened U.S. awareness of gender stereotypes, sexism, and the limitations of traditional male-female roles. However, it may not be politically correct to suggest to your host country friends that U.S. patterns are appropriate for their culture. Instead, look at gender difference in the host culture from its historical and sociological perspective. Since you will be viewed according to the gender expectations of the host culture, you may feel uncomfortable at times. This is particularly true for female students who may find themselves the targets of unwanted attention.

Sexual Orientation

Just as traditional gender roles have been questioned in the U.S., we also have had extensive dialogue regarding sexual orientation. It should come as no surprise that distinct cultures approach the question of sexual orientation differently. For more information about information on sexual orientation and how it may be viewed abroad, consult the bibliography of international GLBT issues, which is available at:

www.indiana.edu/~overseas/lesbigay/

Different Abilities

The passage of legislation such as the Individuals with Disabilities Education Act and the Americans with Disabilities Act has spurred schools in the U.S. to accommodate students with varying abilities. Other countries are not bound by U.S. legislation, of course, and physical facilities and academic resources vary significantly from one overseas site to another.

The IUHPFL complies with the Americans with Disabilities Act (“ADA”) and engages in the interactive process required by the ADA to provide reasonable accommodations for eligible students. The first step in this process is disclosure and documentation on the part of the student of a disabling condition(s), e.g. physical, learning, etc. If you anticipate needing disability-related accommodations at your overseas site, submit documentation to the IUHPFL confirming the disability and including information about accommodations you might need, as well as any details relevant to your request for accommodation(s) abroad. If you choose not to disclose disability-related needs prior to the program, the IUHPFL will not be able to assist you in arranging reasonable accommodations.

Religion

Few countries have the religious diversity and pluralism that you find in the U.S. and few have such a strong tradition of separation of church and state. As a result, you may be struck by the number of public holidays that are based on a religious calendar and the extent of public prayer and public religious ceremonies. You will have to probe to understand the relationship between the external, ritual manifestations of religion and individual beliefs or the role of religion as a political element or an active social force. Your Program instructors and former IUHPFL students may be a good resource for any additional questions regarding religion.

Ethnicity

U.S. citizens often identify strongly with their family’s cultural and ethnic heritage and refer to themselves as Asian-American, Italian-American, African-American or Hispanic-American. In other countries such ethnic differences are often overlooked and U.S. students report that for the first time they have been identified (and have identified themselves) as simply “American.” Students may find that physical features that distinguish them from the host population may result in stares, comments or overt prejudice. Consult the Program administration regarding these matters, particularly if there are certain areas to avoid and steps to take to minimize negative interactions.

Culture Shock

“Culture shock” is the term used to describe the disorientation that every student experiences to some degree when spending an extended period in a new culture. The common symptoms include homesickness, boredom, withdrawing from the culture by spending excessive amounts of time alone or with other Americans, excessive sleeping, compulsive eating, irritability, stereotyping or hostility toward host country nationals, weepiness or even some psychosomatic illnesses. Although you will inevitably experience some degree of culture shock, you certainly won’t have all these symptoms. If you recognize what is happening,

keep busy, and ask friends and the onsite staff for help when you need it, culture shock will not last long.

During your period abroad, you may experience several normal stages of cultural adaptation. These include:

- 1) **Initial Euphoria.** When you first arrive in the new culture, everything seems wonderful and exciting, and you are struck with how similar people around the world can be.
- 2) **Irritation and Hostility.** Your focus changes from the similarities between cultures to the differences, and the differences become irritating and frustrating. Small problems loom as major catastrophes.
- 3) **Gradual Adjustment.** The crisis of adjustment passes. The new culture seems more familiar and you move more confidently in it. You make friends. You learn to interpret some of the subtle cultural clues and cues.
- 4) **Adaptation and Biculturalism.** You are able to function in two cultures with confidence. You are so well adapted to the new culture that returning to the U.S. will provoke a “reverse culture shock.”

There are several ways you can minimize the impact of culture shock:

- Learn as much as you can about your host country before you go.
- Keep an open mind. Combine the best of your host country’s culture and life with all the good things in American culture. This “best of both worlds” approach will help you get the most out of the full cultural immersion you experience.
- Be flexible. There will be many surprises, and the more open you are to that, the more exciting and wonderful your experience will be.

RE-ENTRY: REVERSE CULTURE SHOCK

Once you have adapted to life abroad, coming home will require readjustment to U.S. culture. You will have to integrate what you have learned abroad into your U.S. life. You will cope with re-entry at various levels:

1. **Family:** You may be expected to fit back into your family but find it difficult to communicate effectively because they have not shared your international experiences. They may have difficulty adjusting to your new independence and changed values.

Strategies: Try to share your experience with your family (photos, stories, etc.) and let them know how much you appreciate the chance they have given you to grow in new ways by studying and traveling overseas.

2. **Friends:** You and your friends may no longer be as close. Be sensitive about discussing your experience with them. You may also miss the new friends you made abroad.

Strategies: Ask and listen to what your friends experienced while you were away. Ask them to bring you up to date on local events. Try to do new things together to get the relationship on a new footing. Maintain contact with friends you met on your Program.

3. **School:** You are likely to look at your high school in a new light, and you may miss being part of a close-knit group of American students.

Strategies: Talk over your academic experience abroad with your counselor, especially if you are considering new career goals as a result of your experience abroad. Make contacts with international students on your high school campus. Volunteer to talk to students who plan to study abroad with the Honors Program. Seek out other students in your community who have studied abroad.

4. **Country:** Aspects of the U.S. may no longer be entirely to your liking and you may have the sense that you no longer fit in. You will probably evaluate ideas and events in the context of the broader cultural perspective you acquired abroad.

Strategies: Recognize that we all tend to look past the shortcomings of our home culture when we are away, and to criticize it on the basis of changed perceptions when we return. Seek out others on your high school campus who are interested in international and intercultural matters. Keep up your interest through newspapers, literature, music, friends, etc.

5. **Self:** You have become accustomed to a level of activity and anticipation that your home high school may not be able to match. It is natural to feel a little restless or a bit depressed for a while after your return.

Strategies: Recuperate from the physical journey. Think over the ways you have changed: Which of those do you like? What did you learn about yourself? How have your family and friends reacted to the new you? Keep a journal so you can see your thoughts evolve. Talk with other returning students.

LANGUAGE TIPS: GERMAN

ALLGEMEINE ETIKETTE

Studieren Sie diese Ausdrücke und versuchen Sie, sie vor der Reise nach Deutschland auswendig zu lernen. Sie werden sehr nützlich sein.

Situation	Was man sagen kann
<i>Bei der Ankunft in Krefeld werden Ihre Gastgeber Sie erwarten. Sie werden Sie begrüßen, Ihnen die Hand reichen und “Guten Tag” sagen. Sie können dann erwidern:</i>	Guten Tag, es freut mich, Sie kennenzulernen. Ich bin froh, endlich hier zu sein. Wir haben eine lange Reise gemacht.
<i>Wenn man eine bekannte Person trifft, grüßt man: Das Händeschütteln ist in Deutschland bei fast jeder Begegnung üblich. Die Dame oder die ältere Person reicht zuerst die Hand.</i>	Guten Morgen/Tag/Abend, Frau Schmidt! Wie geht es Ihnen? <i>Oder für gute Freunde:</i> Tag, Michael! Wie geht’s dir?
<i>Verabschiedet man sich von jemandem, sagt man:</i>	Auf Wiedersehen!/Tschüß! [<i>umgangssprachlich</i>]/Bis später!/Bis nachher!/Bis bald!/Bis zum nächsten Mal!
<i>Wenn ich eine Person vorstellen will, sage ich: Der Herr wird zuerst der Dame vorgestellt, oder die jüngere der älteren Person.</i>	Darf ich vorstellen/ bekanntmachen: Herr Schmidt— Frau Steiner. oder: Das ist meine Freundin Jane— meine Mutter.
<i>Wenn man vorgestellt worden ist, sagt man:</i>	Ich freue mich, Sie kennenzulernen.
<i>Um sich selbst vorzustellen, sagt man:</i>	Darf ich mich vorstellen? Ich heiße.../mein Name ist.../Ich bin Mitglied einer Schülergruppe aus Indiana in den USA.
<i>Wenn Sie nicht verstanden haben,</i>	Wie bitte?/Würden Sie bitte

<i>was man Ihnen gesagt hat, sagen Sie nicht "Was?" sondern:</i>	wiederholen? Ich habe Sie nicht ganz verstanden./Würden Sie bitte etwas langsamer sprechen?
<i>Wenn man einer Einladung folgt, bedankt man sich nach der Begrüßung für die Einladung und überreicht ein kleines Geschenk oder Blumen.</i>	Herzlichen Dank für die Einladung! Es freut mich sehr, Sie kennenzulernen.
<i>Man wartet, bis man gebeten wird, sich zu setzen. Man isst und trinkt erst, wenn die Hausfrau (der Hausherr, der Gastgeber) dazu auffordert. Ein Herr steht auf, wenn eine Dame zum ersten Mal eintritt.</i>	
<i>Geht man nach einem Besuch bei Freunden oder Bekannten fort, sagt man:</i>	Vielen Dank für den schönen Abend/die schönen Stunden/das ausgezeichnete Essen. Das war sehr nett. Auf Wiedersehen!
<i>Wenn Sie nicht sicher sind, wie Sie jemanden anreden sollen, fragen Sie: Erwachsene sollen Sie in der Regel mit 'Sie' anreden, bis man Ihnen sagt, daß Sie 'du' benutzen dürfen. Bei anderen Jugendlichen oder Kindern dürfen Sie ruhig 'du' sagen.</i>	Wie soll ich Sie/diese Person anreden?/Soll ich siezen oder duzen? Darf ich "du" sagen?
<i>Am ersten Abend werden Sie eine neue Familie und ein neues Haus kennenlernen. Mögliche Fragen und Bemerkungen:</i>	Ich bin sehr müde. Die Reise war sehr anstrengend. Kann ich jetzt meinen Koffer auspacken? Darf ich mich jetzt hinlegen? Darf ich mir die Hände waschen? Wo ist die Toilette? Wann darf ich morgens/abends das Badezimmer benutzen? Wo soll ich meine Wäsche unterbringen?
<i>Sie sollen immer darum bitten, wenn</i>	Kann ich bitte etwas trinken?

<p><i>Sie etwas zu essen oder trinken wollen.</i></p> <p><i>Wenn ein Ihnen unbekanntes Gericht serviert wird, sollen Sie es immer probieren, auch wenn Sie nicht erwarten, daß es Ihnen schmecken wird:</i></p>	<p>Wann muß ich zum Essen hier sein?/Um wieviel Uhr essen wir? Ich habe gar keinen Hunger/Durst. Ich trinke lieber Milch als Kaffee. Saft mag ich gern.</p> <p>Dieses Gericht kenne ich nicht, aber ich möchte es probieren. Das schmeckt gut/ausgezeichnet/vorzüglich.</p>
<p><i>Wenn Sie zu Hause (oder anderswo) helfen wollen:</i></p>	<p>Kann ich Ihnen/dir helfen/behilflich sein? Kann ich noch etwas für Sie/dich tun? Kann ich den Tisch decken/abdecken? Soll ich das Geschirr abräumen/abwaschen/ abtrocknen?</p>
<p><i>Andere Fragen/Bitten:</i></p>	<p>Ist Post für mich da?/Gibt es Post für mich? Hast du einen Augenblick Zeit? Würdest du bitte meine Hausaufgaben nachsehen? Könntest du mir mit diesen Übungen helfen? Darf ich heute nachmittag meine Freundin/meinen Freund mitbringen? Darf ich nach der Schule zu meiner Freundin/meinem Freund gehen?</p>
<p><i>Andere nützliche Ausdrücke:</i></p>	<p>Danke sehr!/Vielen Dank!/Tausend Dank!/Besten Dank! Entschuldigung!/Verzeihung! /Es tut mir leid. /Das war meine Schuld./Das nächste Mal passe ich besser auf.</p>

Sie werden bestimmt viele andere nützliche Wörter oder Ausdrücke lernen, die wir nicht erwähnt haben. Stellen Sie eine Liste zusammen, und geben Sie uns Ihre Vorschläge!

LANGUAGE TIPS: FRENCH

SAVOIR-VIVRE GENERAL

Etudiez toutes ces expressions et essayez de les apprendre par cœur avant de partir pour la France. Elles vous seront très utiles.

Situation	Ce que vous pouvez dire (au choix)
<p><i>Quand vous arriverez à Brest/Saumur/St. Brieuç, serrez la main de chaque membre de votre famille et dites:</i></p>	<p>Bonjour! Je suis très content d'être arrivé(e)!</p> <p>Je suis très content de faire votre connaissance. Je suis heureux d'être chez vous. Le voyage a été très long. Je suis fatigué(e), car j'ai très peu dormi. Je n'ai pas faim, mais j'ai soif. J'aimerais me reposer. Où est-ce que je peux ranger mes affaires? Est-ce que je peux prendre une douche?</p>
<p><i>Quand vous parlerez à vos parents français et à toutes les autres personnes que vous rencontrerez, sauf aux enfants, employez <u>vous</u> au lieu de <u>tu</u>. Si vous n'êtes pas certain de ce qu'exige la situation, vous pouvez poser la question:</i></p>	<p>Comment voulez-vous que je vous appelle?</p> <p>Est-ce que vous préférez que je vous dise "tu" ou "vous"?</p>
<p><i>Si on vous permet de tutoyer, vous pouvez répondre:</i></p>	<p>Merci bien, vous êtes très aimable. C'est très gentil à vous.</p>
<p><i>Quand on fait la connaissance de quelqu'un, il faut se serrer la main. S'il s'agit d'une femme ou d'une personne plus âgée que vous, c'est à elle d'offrir la main. On salue en disant:</i></p> <p><i>Dans la famille et entre amis, il est courant de s'embrasser le matin et le soir. Il faut toujours dire "Bonjour" lorsqu'on arrive et "Au revoir" lorsqu'on s'en va, en ajoutant le nom de la personne. Très familièrement</i></p>	<p>Bonjour, Madame/Monsieur/Mademoiselle (avant 18 heures) ou Bonsoir, Madame.... (après 18 heures)</p>

<i>on peut aussi dire “Salut.”</i>	
<i>“Allô” s’emploie au téléphone pour commencer la conversation.</i>	
<i>Quand vous quittez quelqu’un, serrez-lui la main, et dites:</i>	Au revoir, Monsieur/Madame/ Mademoiselle. A bientôt./A tout à l’heure./A ce soir./Bonne journée! Bon après-midi! Bonsoir!
<i>Quand vous montez pour la nuit, dites:</i>	Bonne nuit, Maman, Papa, etc.
<i>Si vous voulez vous présenter vous-même, dites:</i>	Je voudrais me présenter, Je m’appelle... Je fais partie du Stage Indiana. Je viens des Etats-Unis. J’habite à Indianapolis, etc.
<i>Quand on vous a invité à une soirée, à dîner, à prendre le café, etc., en arrivant vous pouvez d’abord saluer l’hôtesse en la remerciant pour l’invitation:</i> <i>Et ensuite, on salue les autres personnes qui se trouvent dans la pièce.</i>	Bonjour/bonsoir Madame. Je vous remercie beaucoup de m’avoir invité.
<i>Vous pouvez apporter un petit cadeau comme des bonbons, des fleurs, etc. Ne vous asseyez pas avant que l’hôtesse vous en prie. Ne commencez à manger ou à boire que quand l’hôte/l’hôtesse aura commencé ou qu’on vous y aura invité. N’oubliez pas de dire au revoir à toutes les personnes présentes quand vous partirez. En disant au revoir vous pouvez dire à votre hôtesse:</i> <i>Et à l’hôtesse à la fin:</i>	Je vous remercie infiniment. J’ai passé une excellente soirée/journée. Le repas (dîner ou déjeuner) était excellent. J’espère que j’aurai le plaisir de vous revoir. Vous êtes très aimable de m’avoir invité. Au revoir, Madame.

<i>Si vous ne comprenez pas ce qu'on vous dit, ne dites pas "Quoi?", mais plutôt:</i>	Excusez-moi, j'ai mal compris./ Pardon?/Je ne vous ai pas compris. Pouvez-vous répétez, s'il vous plaît?
Les Repas:	
<i>Si vous n'avez pas faim, dites-le.</i>	A quelle heure déjeunons-nous/ dînons-nous? A quelle heure est le déjeuner/le dîner? Je n'ai pas du tout faim./Je n'ai pas très faim.
<i>Si vous avez soif:</i>	J'ai très soif, est-ce que je peux boire quelque chose? J'aimerais beaucoup boire un verre de lait froid/d'eau froide/de coca-cola/ d'orangeade.
<i>Il est poli de ne pas quitter la famille pour monter dans votre chambre sans une explication quelconque:</i>	Je suis très fatigué, je voudrais me reposer un peu dans ma chambre./J'ai des lettres à écrire./ Je vous prie de m'excuser./J'ai des devoirs à faire.
<i>Goûtez à tout, même si c'est quelque chose que vous mangez pour la première fois.</i>	Je ne connais pas ce plat, mais je voudrais bien y goûter. J'aimerais bien savoir ce qu'il y a dans ce plat. Oh! C'est délicieux, j'aimerais bien avoir la recette.
Salle de bains:	
<i>Cabinet de toilette</i>	Où sont les toilettes, s'il vous plaît? A quelle heure voulez-vous que je fasse ma toilette le matin/le soir? Où voulez-vous que je mette mon nécessaire de toilette? Où se trouvent les cabinets/les WC? Comment fonctionne la douche? J'aimerais une autre serviette de bain. Où est-ce que je dois mettre mes vêtements sales?
<i>Pour offrir d'aider:</i>	Puis-je vous aider?/Puis-je vous être utile/Puis-je vous aider à faire quelque chose/la vaisselle/la lessive?/Voudriez-vous que je sorte les ordures/la poubelle?/Y-a-t-il

	quelque chose d'autre à faire?/ Que reste-t-il à faire maintenant?
<i>Si vous voulez qu'on vous aide à faire vos devoirs:</i>	Pourriez-vous m'aider un peu à faire mes devoirs? Vous seriez gentil de m'aider à travailler la phonétique/le vocabulaire/ces verbes /etc.
<i>Ne dites pas: Je suis plein(e), quand vous avez assez mangé.</i>	Dites: J'ai très bien mangé. Je n'ai vraiment plus faim. C'était délicieux, mais je ne pourrai pas manger davantage.
<i>D'autres expressions utiles:</i>	S'il vous plaît (<i>Très important, et à employer à la fin de votre phrase si vous demandez quelque chose.</i>) A quelle heure dois-je rentrer à la maison? Je voudrais rendre visite à un autre stagiaire si vous le permettez. Un autre stagiaire voudrait venir me rendre visite après le cours/ce soir. Est-ce que je peux l'inviter? Est-ce qu'il y a du courrier pour moi? Je vous prie de m'excuser./Je le regrette beaucoup./Je me suis trompé./Je vous demande pardon./C'est ma faute./Je n'aurais pas dû faire cela./La prochaine fois je ferai attention.

LANGUAGE TIPS: SPANISH

Vocabulario útil para los primeros días

¿Puede/s hablar más despacio?

No entiendo.

¿Cómo dice/s?

¿Mande?

Could you speak more slowly, please?

I don't understand.

What did you just say?

Excuse me? What?

La Hora

¿Qué hora es?

1:00 pm: Es la una de la tarde.

2:30 pm: Son las dos y media de la tarde.

9:15 am: Son las nueve y cuarto de la mañana.

10:45 pm: Son las once menos cuarto de la noche.

12:00 pm: Son las doce./Es mediodía.

4:10: Son las cuatro y diez.

5:55: Son las seis menos cinco.

12:00 am: Son las doce./Es medianoche.

¿A qué hora empieza la clase? La clase empieza a las _____.

En una tienda

¿Por favor, cuánto cuesta?

How much is it?

¿Cuánto es?

Could you repeat that, please?

¿Me lo puede repetir, por favor?

¿Tienen_____?

Do you have _____?

Me hace falta la talla ____.

I need size ____.

¿Me da esta torta/este pastel de fresas por favor?

Can you give me this strawberry tart, please?

En casa

Ud. tiene una casa muy bonita.

You have a very nice house.

He comido muy bien.

I ate very well.

Me gustó mucho la comida.

I liked the meal very much.

Este plato está riquísimo.

This dish is wonderful.

Está muy bueno.

It is/tastes very good.

Lo siento pero prefiero no comer carne de res.

I'm sorry but I don't eat red meat.

Gracias, no quiero más.

Thanks, I don't want any more.

No puedo comer más, he comido demasiado.

Thank you, I don't want more, I'm full.

No tengo más ganas, gracias.

I can't eat any more, thanks.

¿Puedo comer un poco más de esto?

Can I have a little more of this?

¿Puedo repetir?

Can I go for seconds?

¿Puedo probar esto?

Can I try this?

¿Cómo está hecho?

How did you make/cook it?

¿Me permite ayudar a recoger la mesa o limpiar los platos?

Can I help clear the table or do the dishes?

Me gustaría mucho ayudarte en la cocina.

I would like very much to help in the kitchen.

A mí me gustaría lavar mi ropa. Siempre lo hago en casa.

I'd rather do my own laundry. I always do it at home.

Es usted muy amable pero....

You are very kind but....

No se moleste, yo lo hago.

Don't worry. I'll do it.

¿Dónde pongo la ropa sucia?

Where do I leave my dirty clothes?

¿Cómo funciona_____?

How does _____ work?

No sé dónde poner esto.

I don't know where to put this.

No sé qué hacer con esto.

I don't know what to do with this.

Necesito otra toalla. ¿Dónde se guardan?

I need a new towel. Where are they kept?

¿Puedo usar el baño?

Can I use the bathroom?

¿Dónde está _____?

Where is _____?

¿Me puede ayudar con_____?

Can you help me with _____?

Tengo que ir a_____. ¿Cómo puedo llegar allí?

I have to go to_____. How can I get there?

¿Me puedes recoger a las_____en por favor?

Could you pick me up _____, at_____in_____, please?

¿Por favor, me puedes llevar al supermercado?

Could you please take me to the grocery store?

¿A qué hora es la cena?

What time is dinner?

¿Dónde puedo coger/tomar el autobús?

Where can I catch the bus?

¿Dónde está la parada?

Where is the bus stop?

¿Sabes donde hay una farmacia?

Do you know where I could find a pharmacy/drugstore?

No me encuentro bien.

I don't feel well.

Estoy un poco enfermo/a.

I feel a bit sick.

Me duele la cabeza/el estómago/la garganta.

I have a headache/stomach ache/sore throat.

Me gustaría acompañarte, pero estoy cansado/a.

I would like to go with you, but I am tired.

Quisiera descansar un rato en mi cuarto. *I would like to rest a while in my bedroom.*

Tengo sueño.

I'm sleepy.

Tengo un poco de hambre. ¿Podría comer una fruta/un yogur/unas galletas?

I am a little hungry. Could I eat a piece of fruit/ a yogurt/some cookies?

Me encantaría....

I would love to....

Estoy un poco triste porque echo de menos a mi familia. Se me pasará.

I'm a little bit sad because I miss my family. I'll feel better.

Tengo que cambiar dólares en

I need to exchange these

euros/pesos.

¿Puedo usar el teléfono? Es una llamada a _____.

¿Dónde puedo comprar una tarjeta teléfono/sellos?

¿A qué hora abre/cierra correos?

¿A qué hora tengo que estar en casa?

Voy a volver a las _____.

Me he perdido.

¿Me podría decir cómo se va a _____?

¿Dónde está _____?

dollars into euros/pesos.

May I use the phone? I'm calling _____.

de Where can I buy a phone card/stamps?

What time does the post office open/close?

What time should I be back home?

I'll be back at _____.

I'm lost.

Could you tell me how to get to _____?

Where is _____?

¿Cómo estás?

Saludos:

¿Qué tal?

¿Qué hay?

¿Cómo te va?

Buenos días.

Buenas noches.

¿Cómo estás?

¿Qué pasa?

¿Qué cuentas?

Buenas tardes.

¿Cómo va todo?

Presentarse/Identificarse:

Hola, me llamo _____. ¿Cómo se llama usted?

Soy un/a estudiante americana. Vengo con el grupo de Indiana.

Le voy a presentar a un/a amigo/a. Se llama _____.

Ha sido un placer conocerlo/la.

Ha sido un placer hablar con usted.

¿Cómo te sientes?

Estoy/ me siento....

bien/mal/regular/así así

de buen/mal humor

tranquilo

no me puedo quejar

ESTAR:

triste

aburrido

contento

harto (de)

cansado

lleno (empachado)

cómodo/incómodo

nervioso

enfermo
encantado

ocupado

listo

muerto de hambre

TENER:

sed/hambre
prisa

sueño
verguenza

miedo
dolor de cabeza

calor/frío/fresco
ganas de...

Al despedirse:

Adiós
Hablamos

Ciao
Cuídate Nos vemos

Hasta luego/pronto

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