**ISP599: UK Education Abroad:
Maximizing Your International Education Experience**

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**Credit:**  1 credit hour [Pass/Fail]

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**Important Note**

Per AR 4:9, all participants of approved or sponsored, credit-bearing Education Abroad at UK programs are automatically enrolled in ISP 599 (1 credit). This pass/fail course maintains full-time enrollment at UK during the international experience, thus allowing students to utilize federal financial aid and most institutional aid toward the cost of education abroad programming. Each student is assessed tuition charges at the student’s regular rate for one credit hour. To receive a P (passing grade) in this course, students are required to complete all course requirements as outlined herein. All questions regarding this institutional requirement should be directed to the course instructor.

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**Course Description, Objectives, and Student Learning Outcomes**

This course requires personal reflection related to the exercises assigned and a student’s individual experiences. By engaging purposefully in the course and the practice of reflection, students gain valuable insights and transferable skills that will enhance their ability to benefit from their education abroad program.

**Course Description:**

Students will learn how to maximize the education abroad experience in three phases, Pre-Departure, While Abroad and Re-Entry. Topics presented during this course include: general administrative and logistical considerations, culture and cultural adjustment, and methods of engagement. Students will be engaged and actively reflect on the education abroad experience in its entirety to identify acquired skills and develop the means to articulate those skills in a manner that advances their professional, academic and personal goals.
Course Objectives:
1. Holistically prepare students for their education abroad experience (i.e. academically, culturally, administratively, etc.)
2. Link the Pre-Departure, While Abroad, and Re-Entry processes in order to cultivate intellectual and intercultural learning.
3. Assist students in connecting the international experience to their academic, professional, and/or personal endeavors.

Student Learning Outcomes:
1. Students will adequately and appropriately prepare for the education abroad experience.
2. Students will articulate how the education abroad experience enhances their academic, professional, and/or personal life.
3. Students will identify opportunities to maximize their international engagement in the campus and local community.

Course Requirements
This course uses a blended learning approach. Students participate in on-campus events (i.e. in-person orientations or workshops) and on-line modules via their Education Abroad at UK online application. Course content and assignments are delivered using a variety of instructional media, such as PowerPoint presentations, lectures, group discussions, interactive on-line modules, print materials, etc.

Students are required to actively participate in discussions and other activities during the course. When engaging in discussions students must respect the right of others to voice an opinion that may differ from their own. All course participants are required to contribute to an inclusive and open environment for constructive dialogue. Students must abide by the university established Student Rights and Responsibilities.

* Based on agreement with the university, graduate students are not required to participate in ISP 599. Graduate students may choose to enroll in ISP 599 if they desire and MUST notify their Education Abroad Advisor via email should they NOT wish to enroll in the course.

** Students participating in COST programs will be enrolled in ISP 599 but will complete the requirements necessary to pass the course with the College of Education. Questions for regarding COST programs should be directed to your Education Abroad Advisor.

*** Students graduating at the end of the term during which they’ll be abroad must notify their Education Abroad Advisor via email.

Assignments:
Required assignments are designed to maximize the intercultural and intellectual learning potential at each phase of the education abroad experience, namely pre-departure, while abroad and re-entry. Assignments will include reading, short activities, online quizzes, reflections, etc. See the Course Schedule below for specific assignments.

Grading:
This course is graded Pass/ Fail. To obtain a passing grade, students must complete all of the following assignments:

- Attend one Pre-Departure Orientation session.
- Read & click “Marked as read” the ISP 599 Re-Entry Information and Resources item.
- Take the ISP 599 Re-Entry quiz & score 80% or higher.
- Attend one welcome back session.

Additional content is delivered online while the student is abroad. It is designed to enhance the education abroad experience. It is assumed that all students will complete the While Abroad requirements.

There will be no midterm or final exam for this course.

* Note that students will have an “I” for ISP 599 until they complete all course requirements, including attendance at a re-entry session. These sessions usually take place the term following students’ education abroad program (i.e. fall for spring, summer, AY students; spring for fall, winter students.

**Attendance:**

Attendance and participation is required at all on-campus events. Dates, times, and locations will be provided on the [UK Education Abroad website](http://www.uky.edu/StudentAffairs/Code/part2.html) and via email to your @uky.edu address. If you do not have your @uky.edu address set up to forward to the address you do use, please set that process up immediately.

If a student is unable to attend an on-campus event, they must notify their Education Abroad Advisor in writing no later than two days before or after the absence. Please note that, per Senate Rules 5.2.4.2, faculty members have the right to request appropriate verification when students request an excused absence because of illness or death in the family.

Students participating for the academic year or in back-to-back programs will be enrolled in ISP 599 for each term they are abroad. The re-entry requirements will be fulfilled after completing the final term abroad.

Students who have applied to graduate immediately after the education abroad experience should inform their Education Abroad Advisor via email, PRIOR to leaving, that they will not be enrolling in coursework at UK after their return.

Visiting (i.e. non-degree seeking) students participating in UK Education Abroad programs will be provided an alternative assignment for completion of the on-campus requirements.

**Required Course Materials:**

Course materials include a UK Education Abroad Handbook for the pre-departure, while abroad, and re-entry phases. Additional readings include UK Education Abroad diversity abroad resources and the Education Abroad Career Guide (developed by the J.W. Stuckert Career Center). These materials are available via students’ myEA online program application and align with the distinct phases of the course. The handbooks will not be distributed in hard copy. Supplemental readings may be assigned and can be found below in the syllabus.

Students participating in programs where internet access may be limited should contact their Education Abroad Advisor to obtain the session #3: While Abroad materials prior to departure.

**Academic Integrity:**

Plagiarism and cheating is a serious offense that may, at minimum, result in failure of the course. Refer to the University Senate policies on these issues, [http://www.uky.edu/StudentAffairs/Code/part2.html](http://www.uky.edu/StudentAffairs/Code/part2.html).
Accommodations:
Students with a documented disability that requires academic accommodations should contact the course professor or his/her Education Abroad Advisor as soon as possible. Students must provide a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, email address jkarnes@email.uky.edu) for coordination of campus disability services.

Course Add/Drop:
Students participating in education abroad for academic credit are required to enroll in ISP 599 per AR 4:9. UK Education Abroad will enroll students in ISP 599 for the term(s) they will be abroad the semester prior to their term abroad. Students may only drop ISP 599 if they no longer plan to participate in education abroad. Students who wish to withdraw from their education abroad program and drop ISP 599 MUST contact their Education Abroad Advisor via email. UK Education Abroad adheres to the add/drop and tuition refund dates as established by the university. Please consult the UK Registrar’s website for dates and policies pertaining to course enrollment and tuition.

When withdrawing from an education abroad program, students must withdraw their UK Education Abroad program application, and if applicable, their additional program application (i.e. host institution, program partner). Please note that withdrawal penalties and additional program-related expenses may apply.

Course Schedule
ISP 599 will be delivered via a series of five (5) sessions within three overarching phases: pre-departure, while abroad and re-entry. Please note that while some sessions may occur on a specific day, particularly for on-campus orientations or workshops, others may be completed independently over a pre-determined time period. Specific instructions will apply.

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| 1. PRE-DEPARTURE: GETTING STARTED (Online) | General information to help you prepare for your program, including basics about logistics, finances, health/safety, academics, communication, etc. Pre-Departure items will appear on your application one day AFTER your myEA application is switched to “Accepted” status. | • Read & click “Marked as read” the ISP 599 Pre-Departure Information and Resources item.  
• Take the ISP 599 Pre-Departure quiz & score 80% or higher.  
These items can be found in your myEA online program application & should be completed PRIOR to Session #2. |
| 2. PRE-DEPARTURE ORIENTATION SESSION (On-campus, in-person) | This session emphasizes important topics, like goal setting, identity, expectations, academics, etc. Additional topics to be covered include culture & cultural adjustment, as well as more specific information about your host country/region &/or program. | • Attend one Pre-Departure Orientation session.  
• Complete all remaining items in your myEA online program application.  
Students will be notified of orientation dates. |
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| 3. **WHILE ABROAD: MAKING THE MOST OF THE EXPERIENCE** *(Online)* | Information designed to help you reflect on your experience thus far on your program, maximize the time that you have in-country, and prepare for your return home.  
*While Abroad items will appear on your application one day AFTER your program start date.* | • Read & click “Marked as read” the ISP 599 While Abroad Information and Resources item.  
• Complete the questionnaire item titled “Initial Reflections Abroad.”  
*These items can be found in your myEA online program application.* |
| 4. **RE-ENTRY: BRINGING THE EXPERIENCE HOME** *(Online)* | Introduces considerations for leaving your host community to return home, as well as ways you can get involved, & market yourself for future opportunities (i.e. careers). General information about academics and credit are also discussed.  
*Re-Entry items will appear on your application one day AFTER your program end date.* | • Read & click “Marked as read” the ISP 599 Re-Entry Information and Resources item.  
• Take the ISP 599 Re-Entry quiz & score 80% or higher.  
*These items can be found in your myEA online program application & should be completed PRIOR to Session #5.* |
| 5. **RE-ENTRY: WELCOME BACK SESSION** *(On-campus, in-person)* | This session focuses on adjusting to life back at home and at UK and encourages reflection on your experience abroad as a whole. Further discussion on using education abroad as an highlight for career considerations is included.  
*Students attend a welcome back session during the term following from their education abroad program.* | • Attend one welcome back session.  
• Complete an ISP 599 course evaluation via email (to be provided by UK Education Abroad).  
*Students will be notified of welcome back session dates.* |
Supplemental Reading

Supplemental reading is optional but highly recommended. Questions or items for discussions pertaining to these readings should be directed to the Education Abroad Advisor. Additional supplemental resources may also appear within the online modules during each phase listed above.