

Policy: Study Abroad Purposes and Procedures**Number: 01.12.01****Approval Date: July 26, 2012****Revision Dates:****Section: Academic Affairs****Area: Study Abroad****Subject: Study Abroad Procedures**

The College of Health Professions at The University of Arkansas for Medical Sciences (UAMS) promotes student and faculty participation in study abroad programs because such programs provide opportunities to acquire knowledge, skills, and values that are not available in a typical professional education program. Benefits of studying abroad include gaining fresh insights into one's abilities and interests; learning about other cultures, people, and places; renewed intellectual energy and focus; awareness of global influences on health and wellness; appreciation for other approaches to health care provision; and learning new languages and cultural practices. Study abroad programs include two general types: (1) programs planned and led by College of Health Professions faculty and (2) programs provided by a third party such as another university or study abroad vendor.

Faculty-Led Programs

"Short-term faculty-led study abroad programs are. . . an important means of providing international education and learning opportunities for students. . ."¹ Such programs should contribute to the mission of the university, college, and department. They must be offered for academic credit and endorsed by the faculty member's chair or program director and approved by the Curriculum Committee. Students who wish to participate in faculty-led programs are required to complete and submit the *Health Professions Study Abroad Application*, described below.

As academic programs of the College of Health Professions and UAMS, faculty-led programs are reviewed and approved by the Curriculum Committee. Faculty members wishing to lead study abroad programs must complete the *Proposal for Short Term Faculty-Led Study Abroad Course or Program* at least one semester in advance of the intended course or program. Completed proposals are submitted to the Office of the Dean.

The Curriculum Committee will review the proposal to ensure that the program meets requirements to be sponsored by the college and university. Requirements include such factors as risk management for students and faculty, financial structuring, academic relevance to the student's program of study, logistics planning, etc. The purpose of the review is to assist faculty members in planning and offering the highest quality programs possible for Health Professions students.

Third-Party Programs

Students may request approval to participate in study abroad programs offered by other universities or study abroad vendors. To request approval to participate in these programs for academic credit, the student must complete a *Health Professions Study Abroad Application*. The application process includes identifying study abroad programs that satisfy or supplement the student's program of study, obtaining recommendation from a faculty member, obtaining the department chair's approval to participate,

¹ The University of Texas at San Antonio, Office of International Programs

demonstrating proof of insurance, and submitting application materials to the associate dean for review and approval. Other requirements are stipulated on the application form.

Health Professions Study Abroad Application

Students who wish to participate in study abroad courses or programs must complete the *Health Professions Study Abroad Application*. The application process requires that the student gather information about the study abroad course or program, meet eligibility requirements, meet with the student's advisor, estimate expenses, and obtain a recommendation from a departmental professor.

If the student is approved to participate in the course or program, he/she will be required to attend a pre-departure orientation that covers such topics as safety, emergencies, acceptable behavior, legal issues, health care, culture shock, etc. No student will be allowed to participate in study abroad without participating in a pre-departure orientation.

Health Insurance

Students approved to participate in study abroad courses or programs must show proof of health insurance with international coverage.

Coverage for Emergencies, Evacuation, and Legal Issues

Students, faculty, and staff who participate in study abroad must be covered by International SOS (www.internationalsos.com) or a similar vendor contracted by UAMS that provides such services as: emergency medical and security evacuation; medically-supervised repatriation; repatriation of mortal remains; medical monitoring; inpatient admission and identification of a receiving physician; emergency and routine medical advice; legal referrals; emergency message transmission; lost document advice; pre-trip information on travel health issues; outpatient referrals, outpatient medical expense guarantee and payment; inpatient medical expense guarantee, cost review, and payment; emergency personal cash advances, etc.

Student Status

While enrolled in for-credit study abroad courses or programs that have been approved by the faculty advisor and for which tuition and fees have been paid, Health Professions Students are considered UAMS students. As such, they are protected by UAMS and College of Health Professions or Graduate School policies. In addition, they are required to abide by all rules, regulations, and policies that apply to all students in their respective degree programs.

Students participating in programs offered by "third-party" organizations must abide by policies, rules, and regulations established by the organization. Because UAMS students in these programs represent the university and the College of Health Professions while abroad, failure to adhere to the organizations policies, rules, and regulations may result in refusal to transfer credits or other UAMS penalties, e.g., probation, suspension, or dismissal.

APPROVAL

This policy was approved by the College of Health Professions Executive Committee on July 26, 2012.