

## GUIDELINES FOR STUDENTS PARTICIPATING IN INTERNATIONAL ACTIVITIES

**Dalhousie University (May 2017)**

Each year hundreds of Dalhousie University students undertake some form of international activity as part of their educational experience, a practice which the University strongly endorses and hopes to expand. At the same time, it must be recognized that international activities involve risks to student participants and responsibilities for the University when it sponsors or supports these activities. It is essential that, as far as practical, these risks and responsibilities are reflected in the preparation of students undertaking international activities and in the support systems in place to assist them while they are abroad.

Through the efforts of the University's Centre, a number of measures have been put in place for this purpose. These include:

- A registration process whereby contact and other essential emergency information is collected from students and is available for use if an emergency occurs;
- A pre-departure workshop (online) that includes information and materials regarding crucial matters such as international travel health insurance and coping with out-of-country emergencies;
- An Emergency Contact Card that includes an emergency, toll free telephone number at the University that is answered 24 hours a day, 365 days a year.

Participants in University-wide exchange programs are already required to register, complete the pre-departure and pick up an Emergency Contact Card. However, students participating in programs organized at the departmental level, undertaking internships, co-op placements, clinical electives, conducting research, or engaging in other activities that are part of their Dalhousie program or sponsored by a department of the University, in an international setting, do not necessarily do so. This is of concern because such students are no less at risk than participants in the University-wide exchange programs.

Thus, all students undertaking international activities must be referred to the International Centre to participate in their risk management procedures. At minimum, this includes:

- a. Registering in the Emergency Contact and Travel Information Database.
- b. Completing the online pre-departure workshop;
- c. Securing an Emergency Contact Card;

This will ensure that students going abroad have at least a basic awareness of the preparations they should make, that they can get in touch with the University if they need help, and that Dalhousie has the necessary contact information to support students in the event of an emergency. Registration in the Database and access to the workshop can be completed online at [www.dal.ca/predeparture](http://www.dal.ca/predeparture)

The International Centre has an advisor dedicated to Dalhousie Students going abroad. If students have specific questions or concerns that arise after they have completed pre-departure, they can make an appointment with the Study Abroad and Exchange Advisor (Outgoing Students) by contacting the International Centre:

Tel: (902) 494-1566  
Fax: (902) 494-1751  
[www.dal.ca/international](http://www.dal.ca/international)  
[international.centre@dal.ca](mailto:international.centre@dal.ca)