

Pitzer in Brazil

Orientation Handbook



Summer 2023

PROGRAM OVERVIEW

This program is run in collaboration with the Steve Biko Cultural Institute. The program takes place over six weeks in Salvador, Bahia, Brazil. The Summer 2023 program will run from Saturday, May 27 to Saturday, July 8. Throughout the program, students take their core course Brazil in the Bahian Context. The course includes deep community engagement, lectures by local faculty and specialists, site visits, and assignments that allow students to explore the impact of race/ racism and the legacy of colonialism and slavery in present-day Brazil, by exploring a variety of topics such as education, religion, health care, women’s issues, environmental issues, and others. All students will be immersed through deep engagement with the Steve Biko community, host families, and social organizations. In addition to the course, students will take an intensive Portuguese language course through local language faculty. The language courses employ a highly communicative, interactive curriculum that emphasizes mainly spoken Portuguese but also includes some written Portuguese. The course is closely connected to the family stay experience, the core course, and other field activities.

LOCATION

Salvador, a UNESCO World Heritage site, and the capital of Bahia State in Northeast Brazil is the center of Afro-Brazilian culture and the first colonial capital of Brazil. The Pitzer in Brazil Summer Program provides students an unparalleled opportunity to engage with a city and region that have retained and celebrated their African roots. This cultural uniqueness has a tragic underbelly. The Bahia region was the center of the Brazilian slave trade economy, and racism and the legacies of colonialism are ever apparent. In Bahia, 70% of the population is of African descent, but more than 80% of those who graduate from university are white Brazilian.

Host Institution

The Pitzer in Brazil summer program is affiliated with the Steve Biko Cultural Institute, which is a nationally renowned organization that has achieved extraordinary success in helping Afro-Brazilians enter and succeed at university. Biko, as it is affectionately known, opened in July 1992, and named for the anti-apartheid activist and founder of the Black Conscious Movement in South Africa. The official mission of the Biko Institute is to “Promote the political-social growth of the Black population through education and appreciation of their ancestry.”



COURSES AND CREDITS

	Course Credits	Semester Units
Core Course: Brazil in the Bahian context	1.0	4
Intensive Portuguese Language	1.0	4
Summer Total	2.0	8

Grades for this program will be recorded on a Pitzer College transcript and included in the Pitzer GPA. Students are required to participate fully in all program components and are not allowed to withdraw from individual courses. Students must take all courses for a letter grade.

Students who wish to receive credit towards their major for a particular course should consult their academic adviser for guidelines. At Pitzer College, the field group decides which courses may be counted towards a major or minor graduation requirement. The Registrar in conjunction with various field groups decides which courses may be counted towards general graduation requirements. Some schools, field groups, or departments may wish to see a syllabus, samples of coursework, texts, or other program materials to decide. Check before you go.

TENTATIVE WEEK-BY-WEEK SCHEDULE

May 27 Arrival in Salvador.

Week 1: Orientation, Hotel Stay, Begin Core Course, Begin Community Engagement, Begin Language

Week 2: Move in with host families, Language, Core Course, Community Engagement, First Assignment Due

Week 3: Host Families, Language, Core Course, Community Engagement, Study Trip (to be confirmed), Sao João Festival with Biko's Community,

Week 4: Host Families, Language, Community Engagement, Core Course, Sao João Festival with Host Families,

Week 5: Host Families. Language, Core Course, Community Engagement, Study Trip (to be confirmed), Second Assignment Due

Week 6: Celebration with all the Program Community. Finish language, core course and community engagement.

Final Moments with Host Families.

Saturday, July 8 Departure

Saturday, July 15TH Final Paper Due

ACADEMICS

Core Course: Brazil in the Bahian Context

This course provides an overview of history, culture, and society in Brazil with a particular emphasis on community and race in the state of Bahia and the city of Salvador. The course includes lectures by local faculty and specialists from non-governmental organizations and community leaders, site visits, and reading and writing assignments that allow students to explore a variety of topics in Salvador, including but not limited to, the legacy of colonialism and slavery in Brazil, health care, political structures, women's issues, and environmental issues. A strong community engagement with young former Biko students and the extended family stay for the duration of the program is an important part of the course, providing a human face and dialogue to the ideas presented in the core course. Two shorter assignments and a final reflective paper are factored into the grading criteria for the course. On the personal assignments¹ that are based on the field diary (where students register and reflect on their experiences), students will have the opportunity to present and systematize the experiences from their perspective.

Learning Partners

Learning partners are comprised of a group of former Biko students who will work with Pitzer students during their time in Bahia. The goal of these learning partners is to build real partnerships, exchange perspectives, share experiences, and contribute to community engagement. The Learning Partners will present their reality as Afro-Brazilian youth, discussing aspects of daily life, their dreams and future goals, challenges, and political views. Pitzer students are expected to engage with the Biko students sharing the same aspects of their lives in the United States (or other home countries). The objective of the Learning Partners proposal is to promote a rich and real exchange of ideas and experiences for everyone involved despite the potential language barrier that may present itself at times through this exchange. Ultimately, the desired goal is that both groups will successfully maneuver language challenges and create a rich bond with their partner.

¹ The core course assignments should be written preferentially in English to allow for free expression.

Study Activities/Visits/Trips

To deepen students' understanding of topics covered in the core course, students participate in study activities/visits/trips in or near Salvador. Past activities have included soccer matches (at one of the World Cup stadiums), dance sessions, drums workshops, restaurants, museums, non-governmental institutions, and trips to the Baroque city of Cachoeira, Quilombo Ilha and Itaparica Island.

Intensive Portuguese Language

Intensive Portuguese is offered at the introductory and intermediate levels through local language faculty. With a maximum of six students per teacher, the course employs a highly communicative, interactive curriculum. Language learning will not only take place in the classroom, but also in the city (supermarkets, museums, and other tourist locations) and is closely connected to the homestay experience, the core course, and other field activities. Students attend language classes for 9 to 12 hours a week for a total of roughly 60 hours of in-class instruction.

FAMILY STAYS

The heart of the Pitzer in Brazil summer program is being a full member of a Brazilian family with all its privileges and responsibilities. Through your family, you have the best opportunity to be incorporated into the social fabric of the local community. Our criteria of selection are primarily based on the family's willingness to open their homes to our students and make our students feel like members of the family. Students will have their own bedroom and only one student is placed in each home to maximize the use of Portuguese.

HEALTH AND SAFETY CONSIDERATIONS

GUIDELINES FOR STUDY ABROAD PROGRAMS

You can have a major impact on your own health and safety through the decisions you make before and during your external study experience. The most important assurance of your safety is the consistent application of informed judgment in your day-to-day choices and behaviors. Program staff will provide excellent guidance and accurate information.

You should:

- Consider your health and other personal experiences when accepting a place in the program.
- Make available to Pitzer College accurate and complete physical and mental health information and any other personal data that is necessary for planning a safe and healthy study abroad experience.
- Assume responsibility for all the elements necessary for your personal preparation for the program and participate fully in all orientations.
- Obtain and maintain appropriate insurance coverage and abide by any conditions imposed by the carriers.
- Inform parents, guardians, families, and others who may need to know about your participation in the program. Provide them with emergency contact information and keep them informed.
- Comply with the Conditions of Participation, codes of conduct, and emergency procedures of the program.
- Obey host-country laws.

- Be aware of local conditions and customs that may present health or safety risks when making daily choices and decisions.
- Express any health or safety concerns to the program staff.
- Behave in a manner that is respectful of the rights and wellbeing of others. Encourage others to behave in a similar manner.
- Accept responsibility for your own decisions and actions.
- Become familiar with the procedures for obtaining emergency health and law enforcement services in the host country.
- Keep program staff informed of your whereabouts and well-being.
- You should always keep in mind that no matter how immersed you are in a local community you are still a foreigner. Remember not to carry around a lot of cash, valuables, or your passport, unless local laws require it. Do not carry anything else that you cannot afford to lose. Abstain from protest groups, and avoid drawing unnecessary attention by dressing outrageously or conspicuously.

SPECIFIC SAFETY GUIDELINES FOR THE SUMMER PROGRAM IN BRAZIL

- Reduce the risk of robbery or assault by integrating into the local culture as much as possible: spend significant time with your host family; behave and interact in ways that respect local cultural values.
- Do not carry valuables (passport, credit cards, laptops, large sums of money, etc.) with you when you walk around town. If you must carry valuables around with you for certain purposes, be discrete, travel with a group of friends, wear a money belt, take a taxi, etc. Be careful using your iPhone in public spaces, especially on buses.
- When you exchange at an ATM, use discretion. Do not, for instance, exchange money and walk away into a mall or street. That will make you a likely target. Try to go with friends and leave in a taxi.
- Do not travel alone, especially after dark, in isolated areas of the city, or when leaving clubs or bars.
- Do not hitch hike.
- If it's getting late at night, and the streets are becoming deserted, take a taxi home, even if you are with friends. If taking a taxi is a financial burden, collect the receipt and the program will reimburse you.
- If you are involved in a robbery, do not risk injury by trying to resist or fight off the perpetrator.
- Always carry a list of emergency phone numbers with you so that you can contact the program coordinator in case of an emergency.
- Avoid areas of the country or your host community not considered safe. Your host family will provide valuable advice in this regard. Program staff will also provide guidelines on this.
- Avoid large crowds, demonstrations or political rallies. These gatherings can easily turn violent.
- If you do go to a club or bar, do so with a group of fellow students or friends from the host community. Keep an eye on each other. Never, ever accept a ride home with a stranger or someone

you just met that evening, and never leave one of your friends behind or let them to leave with a stranger or someone they just met that night.

- When ordering drinks, ask for the bottle to be brought to your table. Do not leave drinks unattended.
- Refrain from impairing your judgment, and risking assault, robbery or arrest, with the use of alcohol or illegal drugs.
- Stay in regular contact with program staff when you travel. You must receive permission from the program coordinator for independent (overnight) travel away from your host family. When traveling on an overnight trip or even outside the local area on a long day trip, provide your itinerary and contact information for your destination. Let your host families know of any plans for overnight travel and make a courtesy phone call to your host family once you safely arrive at your destination.
- If you go to the beach, be aware of dangerous currents and riptides. Follow water safety guidelines – refrain from going into heavy surf unless you are an extremely experienced ocean swimmer or surfer. Always enter the water with a buddy and only swim or surf on beaches that have a life guard on duty.
- The program coordinator will provide additional safety guidelines for you during the on-site orientation. Understand and faithfully follow the program guidelines for health and safety, including guidelines for extreme sports and prohibited activities.

EXTREME SPORTS AND OTHER PROHIBITED ACTIVITIES

During the program (which includes all days between the program arrival date and the departure date, including weekends and breaks) students are NOT allowed to drive automobiles, ride motorcycles, fly aircraft, or participate in extreme sports. Extreme sports include but are not limited to, white water rafting, jet skiing, scuba diving, parachuting, hang gliding, parasailing, bungee jumping, rock climbing, and technical mountaineering. No hitchhiking or night buses.

Additional details will be provided during your on-site orientation. Students who choose to participate in such activities during the program are subject to dismissal (see conditions of participation). Students who choose to participate in such activities before or after the program should be aware that our travel insurance policy and some private insurers do not cover injuries sustained in several activities listed above.

VACCINES AND MEDICINES

Be up-to-date on all [vaccinations](#) recommended by the U.S. Centers for Disease Control and Prevention.

Check the vaccines and medicines list and visit your doctor at least a month before your trip to get vaccines or medicines you may need. The **Center for Disease Control and Prevention (CDC)** and the **World Health Organization (WHO)** provide up-to-date health information on their websites at <http://wwwnc.cdc.gov/travel/destinations/list.htm> and <http://www.who.int/ith>. The following information is from the **CDC Health Information for Travelers to Brazil** web page at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/brazil>.

The following diseases are prevalent in Brazil:

[Chagas](#)

[Chikungunya](#)

[Dengue](#)

[Zika](#)

[Leishmaniasis](#)

[Rabies](#)

[Travelers' diarrhea](#) [Tuberculosis](#)

[Schistosomiasis](#)

In recent years, outbreaks of these diseases have also been detected in certain areas of Brazil:

[Yellow fever](#)

[Measles](#)

[Polio](#)

Vaccines for disease	Recommendations	Clinical Guidance for Healthcare providers
Routine vaccines	<p>Make sure you are up-to-date on all routine vaccines before every trip. Some of these vaccines include</p> <p>Chickenpox (Varicella) Diphtheria-Tetanus-Pertussis Flu (influenza) Measles-Mumps-Rubella (MMR) Polio Shingles</p>	Immunization schedules
COVID-19	<p>All eligible travelers should be up to date with their COVID-19 vaccines. Please see CDC's COVID-19 Vaccines for Specific Groups of People for more information.</p>	COVID-19
Hepatitis A	<p>Recommended for unvaccinated travelers one year old or older going to Brazil. Infants 6 to 11 months old should also be vaccinated against Hepatitis A. The dose does not count toward the routine 2-dose series. Travelers allergic to a vaccine component or who are younger than 6 months should receive a single dose of immune globulin, which provides effective protection for up to 2 months depending on dosage given. Unvaccinated travelers who are over 40 years old, immunocompromised, or have chronic medical conditions planning to depart to a risk area in less than 2 weeks should get the initial dose of vaccine and at the same appointment receive immune globulin.</p>	Hepatitis A (CDC Yellow Book) Dosing info
Hepatitis B	<p>Recommended for unvaccinated travelers of all ages to Brazil.</p>	Hepatitis B (CDC Yellow Book) Dosing info
Malaria	<p>CDC recommends that travelers going to certain areas of Brazil take prescription medicine to prevent malaria. Depending on the medicine you take, you will need to start taking this medicine multiple days before your trip, as well as during and after your trip. Talk to your doctor about which malaria medication you should take. Find country-specific information about malaria.</p>	Malaria (CDC Yellow Book) Considerations when choosing a drug for malaria prophylaxis (CDC Yellow Book)

Vaccines for disease	Recommendations	Clinical Guidance for Healthcare providers
Measles	Infants 6 to 11 months old traveling internationally should get 1 dose of measles-mumps-rubella (MMR) vaccine before travel. This dose does not count as part of the routine childhood vaccination series.	Malaria information for Brazil. Measles (Rubeola) (CDC Yellow Book)
Rabies	<p>Rabid dogs are commonly found in Brazil. However, if you are bitten or scratched by a dog or other mammal while in Brazil, rabies treatment is often available.</p> <p>Consider rabies vaccination before your trip if your activities mean you will be around dogs or wildlife.</p> <p>Travelers more likely to encounter rabid animals include</p> <ul style="list-style-type: none"> Campers, adventure travelers, or cave explorers (spelunkers) Veterinarians, animal handlers, field biologists, or laboratory workers handling animal specimens Visitors to rural areas <p>Since children are more likely to be bitten or scratched by a dog or other animals, consider rabies vaccination for children traveling to Brazil.</p>	Rabies (CDC Yellow Book)
Typhoid	Recommended for most travelers, especially those staying with friends or relatives or visiting smaller cities or rural areas.	Typhoid (CDC Yellow Book) Dosing info (CDC Yellow Book)
Yellow Fever	<p>Recommended for all travelers ≥9 months of age going to the following areas: the entire states of Acre, Amapá, Amazonas, Distrito Federal (including the capital city of Brasília), Espírito Santo,* Goiás, Maranhão, Mato Grosso, Mato Grosso do Sul, Minas Gerais, Pará, Paraná,* Rio de Janeiro (including the city of Rio de Janeiro and all coastal islands),* Rio Grande do Sul,* Rondônia, Roraima, Santa Catarina,* São Paulo (including the city of São Paulo and all coastal islands),* and Tocantins and designated areas (see map) of the following states: Bahia* and Piauí. Vaccination is also recommended for travelers visiting Iguaçu Falls. Not recommended for travelers whose itineraries are limited to areas not listed above, including the cities of Fortaleza and Recife (see map). *Note: In 2017, CDC expanded YF</p>	Yellow Fever (CDC Yellow Book)

Vaccines for disease	Recommendations	Clinical Guidance for Healthcare providers
	vaccination recommendations for travelers to Brazil in response to a large YF outbreak in multiple eastern states. The expanded YF vaccination recommendations for these states are provisional.	

Yellow Fever

This is a viral infection, which, like Malaria, is transmitted to humans by mosquitoes. Symptoms range from fever, chills, headache, and vomiting to jaundice and kidney failure. There is no specific drug to treat an infection of yellow fever. Prevention, therefore, (including standard precautions for preventing exposure to mosquitos, and vaccination) is very important. **According to the latest CDC information, Yellow Fever is not present in Salvador, but is present in other areas of Bahia.** Depending on your independent travel plans after your time in Bahia, you may wish to consult with your doctor about whether you should get the Yellow Fever vaccination. In addition, some countries may require proof of the Yellow Fever vaccination upon entry if you have spent any time in an area where Yellow Fever is present.

Malaria

Malaria is present in many areas of Brazil but not in the state of Bahia. See <https://wwwnc.cdc.gov/travel/yellowbook/2016/infectious-diseases-related-to-travel/yellow-fever-malaria-information-by-country/brazil#4751> so you do not need to have malarial prophylaxis during the program. However, if you plan to travel to areas of Brazil that have malaria or to surrounding countries you should consult with your physician and make sure you bring a sufficient supply of an appropriate malaria prophylaxis with you from the States. See <https://www.cdc.gov/malaria/travelers/> for further information.

Zika

The Zika virus is transmitted primarily through the bite of an infected *Aedes* genus of mosquito (mainly *Aedes aegypti* and *Aedes albopictus*), the same mosquito that spreads dengue, chikungunya and yellow fever viruses. These mosquitos are aggressive daytime biters and can also bite at night. The virus can also be spread through sexual contact and blood.

Websites for additional information on Zika:

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

Zika Virus in Brazil - <https://wwwnc.cdc.gov/travel/notices/alert/zika-virus-brazil>

WHO Zika Fact Sheet - <http://www.who.int/mediacentre/factsheets/zika/en/>

Chikungunya and Dengue Fever

Chikungunya and Dengue Fever are two other serious diseases spread by mosquitos that occur in Brazil. There are no vaccinations for these diseases and the best way to minimize the risk is to protect yourself from mosquito bites. The following advice on preventing mosquito bites is provided by the CDC and is important for the prevention of Yellow Fever, Zika, Chikungunya, Dengue, and Malaria:

PREVENTING MOSQUITO BITES

The best way to reduce mosquitoes which can carry diseases such as malaria and Zika, is to eliminate the places where the mosquito lays her eggs, like artificial containers that hold water in and around the home. Outdoors, clean water containers like pet and animal watering containers, flower planter dishes or cover water storage barrels. Look for standing water indoors such as in vases with fresh flowers and clean at least once a week. The mosquitos that carry malaria bite at dawn and dusk and during the night. The mosquitos that carry Zika bite inside as well as around homes, during the day and at night when the lights are on. To protect yourself, use repellent on your skin while indoors or out. When possible, wear long sleeves and pants for additional protection. Also, make sure window and door screens are secure and without holes. If available, use air-conditioning.

If someone in your house is ill with a mosquito borne disease such as Zika, take extra precautions to prevent mosquitoes from biting the patient and going on to bite others in the household. Sleep under a mosquito bed net, eliminate mosquitoes you find indoors and wear repellent!

Preventing bites can be difficult, but it is important as you can get sick after just one bite. Follow these steps to reduce the chances that you will be bitten by mosquitoes during your trip:

- Cover exposed skin by wearing long-sleeved shirts, long pants, and hats.
- Use an appropriate insect repellent as directed.
- Higher percentages of active ingredient provide longer protection. Use products with the following active ingredients:
 - **DEET** (Products containing DEET include Off!, Cutter, Sawyer, and Ultrathon)
 - **Picaridin** (also known as KBR 3023, Bayrepel, and icaridin products containing picaridin include Cutter Advanced, Skin So Soft Bug Guard Plus, and Autan [outside the US])
 - **Oil of lemon eucalyptus (OLE)** or **PMD** (Products containing OLE include Repel and Off! Botanicals)
 - **IR3535** (Products containing IR3535 include Skin So Soft Bug Guard Plus Expedition and SkinSmart)
- Always follow product directions and reapply as directed:
- If you are also using sunscreen, apply sunscreen first and insect repellent second.
- Follow package directions when applying repellent on children. Avoid applying repellent to their hands, eyes, and mouth.
- Treated clothing remains protective after multiple washings. See the product information to find out how long the protection will last.
- If treating items yourself, follow the product instructions carefully.
- Do **not** use permethrin directly on skin.
- Use [permethrin-treated](#) clothing and gear (such as boots, pants, socks, and tents). You can buy pre-treated clothing and gear or treat them yourself:
- Stay and sleep in screened or air conditioned rooms.
- Use a bed net if the area where you are sleeping is exposed to the outdoors

List of repellent products approved by the EPA: <http://cfpub.epa.gov/oppref/insect/>

PREVENTING GASTROINTESTINAL ILLNESS

In general, the following guidelines from the CDC should be followed faithfully in areas where the risk for water and food-borne disease is significant. Your program staff will provide guidance during the program on where and which of the following precautions you will need to follow, according to your particular location and situation. But if you are on your own, and not sure about local hygiene and the quality of water, following these guidelines will significantly reduce the chances of getting gastrointestinal illness.

Unclean food and water can cause travelers' diarrhea and other diseases. Reduce your risk by sticking to safe food and water habits.

Eat

- Food that is cooked and served hot
- Hard-cooked eggs
- Fruits and vegetables you have washed in clean water or peeled yourself
- Pasteurized dairy products

Don't Eat

- Food served at room temperature
- Food from street vendors
- Raw or soft-cooked (runny) eggs
- Raw or undercooked (rare) meat or fish
- Unwashed or unpeeled raw fruits and vegetables
- Unpasteurized dairy products
- "Bushmeat" (monkeys, bats, or other wild game)

Drink

- Bottled water that is sealed
- Water that has been disinfected
- Ice made with bottled or disinfected water
- Carbonated drinks
- Hot coffee or tea
- Pasteurized milk

Don't Drink

- Tap or well water
- Ice made with tap or well water
- Drinks made with tap or well water (such as reconstituted juice)
- Unpasteurized milk

WHAT TO DO IF YOU GET SICK

If you get sick while in Brazil, please contact the program coordinator or your host parent as soon as possible.

PRECAUTIONARY MEASURES FOR STAYING HEALTHY

General health precautions for students in Brazil will be covered during the on-site orientation after arrival. The important thing is to be in control of your own health. Here are the key points to remember for staying healthy:

1. Have a complete physical examination before you go. Be aware of and prevent possible problems. Let the Office of Study Abroad and International Programs know if you are on any medications, have any allergies, or any other medical conditions that could possibly require accommodation while you are abroad. Plan to take adequate supplies of medications and copies of medical prescriptions with you. See the section *Traveling with Medication*.
2. Make sure that your childhood immunizations are complete and up to date. Booster shots for tetanus are required every ten years; it may be time for another.
3. Visit your dentist and have a check-up to ensure that your teeth are in good shape before you leave.

4. Eat well over the break, exercise and get plenty of sleep so that you are rested and fit as you depart, and your body can better fight off disease. Do not exhaust yourself with packing and preparations at the last minute. Plan ahead so that you can make your departure as stress free as possible.
5. On the long flight, bring along a bottle of water and drink plenty of fluids as you travel. Avoid alcoholic beverages. They lead to dehydration. Do isometric exercises in your seat and get up to walk up and down the aisle periodically to stretch your muscles. During flu and cold season, you may want to consider a breathing mask since the recycled air in planes can easily spread contagious diseases.
6. Follow all guidelines provided by your program about food and drink and personal hygiene. They are making these recommendations for a good reason.
7. Beware that use of recreational drugs is illegal in most places and is not permitted under Pitzer College policies. Additionally, the strength and content of drugs overseas are different than what you may find in the US and may be deadly.



Have complete physical and dental examinations before you go.

TRAVELING WITH MEDICATION

If you have a health condition that requires medication, you will need to plan for traveling. Usually, it is necessary to take adequate supplies of medications and copies of prescriptions with you. Shipping may be unreliable, and some medications may not be available even with a local physician's prescription. **Although many over-the-counter medicines may be carried internationally, some cannot. Medications prescribed in the US may be unlicensed or controlled substances not only in your destination country but in countries along your route.** Some medications have restrictions on the amount that can be carried through customs. For details of US regulations, consult the following web site: <https://www.cbp.gov/travel/us-citizens/know-before-you-go/prohibited-and-restricted-items>. You should also check with the consulate of your host country about any restrictions or special procedures required for transporting prescriptions into the country. Be sure to find out before you go. The following websites provide information to assist you in your research.

US Department of State - Your Health Abroad

<https://travel.state.gov/content/travel/en/international-travel/before-you-go/your-health-abroad.html>

OSAC US Department of State Bureau of Diplomatic Security - Traveling with Medication

<https://www.osac.gov/Pages/ContentReportDetails.aspx?cid=17386>

US Centers for Disease Control and Prevention (CDC)

<http://wwwnc.cdc.gov/travel/yellowbook/2014/chapter-2-the-pre-travel-consultation/travel-health-kits>

Transportation Security Administration - TSA Cares Help Line

<http://www.tsa.gov/traveler-information/travelers-disabilities-and-medical-conditions>

Travelers may call TSA Cares toll free 866.289.9673 Monday through Friday 8 a.m. to 11 p.m. and Weekends and Holidays 9 a.m. to 8 p.m. Eastern Time.

INSURANCE

Each student is responsible for obtaining a policy that will provide comprehensive health coverage and emergency medical and accident coverage both in the US and abroad for the duration of their program. Students may need to return to the US unexpectedly.

Regardless of what type of insurance you have, you will usually have to pay cash upfront at clinics and hospitals abroad, collect the receipts for all expenses, along with the doctor's report, and submit them to your insurance company for reimbursement.

The insurance policy available to you through your school may provide adequate coverage abroad, but it is your responsibility to call the company to discuss the specifics of your study abroad program to ensure that you will indeed be covered. When speaking to any insurance company, ask the following questions:

- Will the plan cover hospitalization for accidents and illnesses while I am abroad for a period of three to six months or more?
- Will the plan cover physician visits and medication prescribed abroad?
- Is there a deductible? If yes, how much?
- What is the dollar limit to the amount of coverage provided?
- Does the insurance company require prior approval for any care?
- What are the procedures for filing a claim for medical expenses abroad?
Make sure that you get full information from your policy about how to arrange for routine treatment, medical emergency procedures, and the documentation needed to file a claim. Most overseas health providers will not process American insurance claims and will expect payment at the time of treatment so students should have access to a minimum of \$400 (either by credit card or ATM card held in reserve for emergencies) in the event that medical treatment is required abroad. Be sure to obtain receipts.
- What if I do not have enough money to pay cash up front?
- When does the plan begin and end?
- What do I use as proof of international medical coverage if I need to use the insurance or if the host government requires documentation?
- If I am not a US citizen, will I be covered by your plan?

Pitzer Students Proof of Insurance

Pitzer College requires proof of insurance be provided to the College each year that you are an enrolled student. Pitzer students must be enrolled in the Claremont Colleges' student insurance policy, (which provides both domestic and international coverage) or supply proof of another policy that provides comparable coverage. Proof of insurance through another policy must be submitted to the Student Affairs Office at Pitzer College prior to making your tuition and fee payment. Providing insurance information to the Office of Study Abroad and International Programs does NOT meet the annual notification requirement. If proof of insurance is not provided to Student Affairs, the student's account may be charged with the current annual Student Health Insurance Premium. Visit the Pitzer College website or contact the Pitzer College Office of Student Affairs for questions about the Pitzer College health insurance.

Non-Pitzer Students

Non-Pitzer students should check the policy at their home institution regarding medical and accident insurance while abroad.

TRAVEL INSURANCE PROVIDED BY PITZER COLLEGE

Pitzer students and visiting students on Pitzer programs are covered by supplemental travel insurance available through a plan with Zurich. This plan is offered by the Claremont Colleges and coverage is automatic. Students do not need to enroll themselves. This travel insurance is for accident and emergency care overseas and should not be confused with the Claremont Colleges' SHIP (Student Health Insurance Program). While this insurance will cover a variety of medical emergencies abroad, it does not cover routine or ongoing medical care/treatment a student may need during their program. For this reason, we strongly advise students to maintain their comprehensive medical insurance in the event they would need to return to the US (or other home country) or need ongoing care/treatment while abroad.

A copy of the plan brochure, ID document and medical claim reimbursement form is available in your study abroad application portal. Please familiarize yourself with the benefits outlined in the brochure.

IN CASE OF PROBLEMS IN THE HOST FAMILY ON PITZER DIRECT-RUN PROGRAMS

Although extremely rare on Pitzer direct-run programs, problems of sexual harassment or abuse, racist comments or behavior, homophobia, theft and related issues in the host family or home stay community are possible. Because of the nature of the host family experience, the close relationships students develop with family members, the special efforts students make to behave in culturally appropriate ways, and the potential for cross-cultural or language misunderstandings, this is a particularly delicate yet important area of concern. We have developed the following guidelines to help minimize the chances of this type of situation occurring and to help us best support you when concerns or questions regarding your host family arise.

1. Host families are carefully selected with an eye toward minimizing these types of problems and providing students with a safe and nurturing environment. Families are provided with training and orientation around these issues and the type of relationship Pitzer expects between host family members and students. Host families will be given specific guidelines on the types of behavior (especially touching and cross-gender interactions, and homophobic or racist behavior or comments) that will be considered inappropriate.
2. Students should express any concerns or preferences they may have regarding host families to the study abroad office before departure for their program so that the in-country director can select host families with individual student needs and concerns in mind. Examples of things you might want to share: allergies, desire for a LGBTQ friendly family, health concerns with smoking or certain foods, desire for a family that welcomes students of color, etc.
3. During your on-site orientation, you will be given explicit guidelines on what types of host family behavior are appropriate and what behavior is cause for concern and should be reported to your director. You will also be briefed on common behaviors you may see in your family situation which, while not inappropriate in the host culture, may lead to potential misunderstandings.
4. As you know, Pitzer programs expect a strong commitment to cultural immersion and cultural appropriateness, but this does not require you to endure behavior or comments that make you feel unsafe or that you believe puts your safety, health or emotional wellbeing in jeopardy.

Romantic or sexual behavior between a student and a host family member is never appropriate; you have the right to politely ask a host family member to stop any physical contact or behavior that is questionable or makes you feel uncomfortable. Similarly, racist, or homophobic actions or comments that make you feel uncomfortable or unsafe are never appropriate. You have the right to notify family members that this type of behavior or language is painful or uncomfortable to you, and that you would like them to stop. In these types of situations, we strongly encourage you to immediately seek support, clarification and guidance from your program director. In some cases, there may be a cultural or linguistic misunderstanding that can be easily worked out, or adjusted to, but in other cases, the behavior may in fact be clearly inappropriate and something your program director needs to address immediately. Early on in your program, you will not necessarily know the difference, thus the importance of communicating immediately with your program director when anything of this nature comes up, especially when you are confused or unsure about something.

5. Coming forward with questions or concerns about your host family behavior will never affect your grades.
6. All Pitzer Study Abroad program directors are required to consult with Claremont if student expresses concern that there may be inappropriate behavior going on in their host family, or if the directors suspect this based on their own observations. This will allow us to share resources and better respond to these

types of incidents. Information regarding these situations will be regarded as confidential and treated with the utmost discretion.

7. While students tend to want to call parents in such situations, your program director will be receptive to any concerns you have and is the best person to consult if you have any problems or concerns of this nature. Please know that you are welcome to call Pitzer staff in Claremont (mobile and work numbers are provided in the handbook) or your own study abroad director in situations where you might feel uncomfortable contacting the program director directly. In addition, we have asked our directors to provide information on other local resources (counseling services, sexual assault hotlines, women's centers, etc.) that you may want to consult.

We encourage students to approach issues and concerns of this type with an open mind. While we want you to come forward immediately if you have a concern or question regarding your host family, we also ask you to reserve judgment until you have a chance to carefully consider, with the help of your program director, the many cross-cultural or language misunderstandings that might be at play. Similarly, Pitzer staff has been instructed to approach such incidents with an open mind. While a student's concern may be due to a cross-cultural or linguistic misunderstanding that can easily be explained and cleared up; it may just as easily represent a serious situation that requires immediate intervention.

Living with a host family requires perseverance and effort as in any relationship. It is not always easy. We do not want you to give up on your host family simply because adjusting to the new culture, language and living situation is challenging. On the other hand, we want you to feel safe, welcomed, and part of the family, so that warm relationships can develop, and language and culture learning can be maximized. Open communication with your program director in which you share challenges and concerns early on, as well as triumphs and high points will assure that this happens for you.

IN CASE OF EMERGENCY AT YOUR PROGRAM SITE

Contact the program staff as soon as possible. You will be given a list of emergency contact numbers during your on-site orientation. There is also emergency contact information on the last page of the student version of this handbook. While you are certainly free to contact your parents and families in any emergency, and indeed you should, please inform the program staff first since they can address your concerns immediately. Calling home only delays the process for intervention and may put undue stress on families who feel as though they are unable to help their child.

Pitzer provides the travel insurance, which includes insurance to cover emergency evacuations. In the event of a political crisis or a natural disaster that would necessitate evacuation, the program staff will work closely with the US Embassy and other embassies (if you are not a US citizen) to facilitate your return home.

Provide your contact information abroad to your family and friends. Your family should also be advised to contact the Pitzer College staff members listed in the *Contact Information* section of this handbook.

True emergencies are fortunately quite rare. While losing luggage, tickets or even a passport is inconvenient and upsetting, it is not an emergency. Emergencies are situations in which there is an immediate threat to a student's health or safety.

IN CASE OF AN EMERGENCY AT HOME

Contact the Claremont office first. A list of emergency contact numbers has been provided in the section on *Communications* in this booklet. The Claremont office can usually contact students and staff quickly, even when they are away from the program base on field trips. In the case of a death in the family or of a close friend, we can often arrange for a private, supportive environment in which students can speak directly with loved ones. Program staff can offer considerable and sometimes vital support if they are involved early on in the process of sharing difficult news.

US DEPARTMENT OF STATE TRAVEL SAFETY INFORMATION

Students Abroad

<http://travel.state.gov/content/studentsabroad/en.html> contains information on travel documents, health, emergencies, embassies, voting, and security conditions all in one place. Students and parents may find this website very useful when preparing for a study abroad program.

SMART TRAVELER ENROLLMENT PROGRAM (STEP)

<https://step.state.gov/step/> STEP is a free service provided by the US Government to US citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency. STEP also allows Americans residing abroad to get routine information from the nearest US embassy or consulate.

The physical address to use to register with STEP is listed on the last page of the student version of this handbook.



Students who are US citizens are required to register with the US State Department before leaving the US. Students who are citizens of other countries should check with their consulates for recommendations.

PREPARE TO GO

Any outstanding study abroad, financial, and academic issues must be resolved before the due dates listed in the study abroad application portal for you to maintain your eligibility to study abroad.

It is your responsibility to contact your office of study abroad, student affairs, financial aid, housing, registrar's office and other departments to complete any pre-departure tasks and to find out what preparations you will need to make for a smooth return to campus after your time away. It is also your responsibility to stay in contact with your home institution while you are away so you receive important information and updates. Students are expected to check their email on a regular basis. Pitzer students will be contacted via their official Pitzer College email accounts.

The end of the semester is always a busy time with papers, exams and special events. You should plan ahead to get your passport, have a physical, have photos taken, get signatures and submit your documents now while you still have time to respond to any surprises that may arise. The following list is a guide only.

PRE-DEPARTURE CHECKLIST

- Complete any **outstanding items** on your study abroad portal. Pitzer students must plan for **DUO log in authentication**.
- Email a scanned image or send a photocopy of your **passport** to the Office of Study Abroad and International Programs. Make copies to take with you.
- Arrange your **flight** through the designated travel agent. You can book your flight once you have completed everything up to and including the health report listed in the study abroad application portal checklist.
- Apply for your **visa**, if required.
- Consult with your current **medical insurance** provider to ensure that your coverage is valid abroad and in the US (or home country) for the duration of your program. If not, purchase additional coverage.
- Meet with your **financial aid** counselor.
- Meet with your **academic adviser** if you have questions about your academic plan and study abroad.

- Visit your doctor or SHS for your **physical** and **immunizations**. Visit your **dentist** before you study abroad.
- **Register** with the **US Department of State Smart Traveler Enrollment Program (STEP)** at <https://step.state.gov/step/> before you depart the US. Review **travel warnings**, if applicable.
- Discuss **emergency contact procedures** with your family and friends.
- Authorize trustworthy individual(s) in your home country to access and make changes to your **bank accounts and credit cards** in the event your cards are lost or stolen. Notify your bank and credit card companies of your travel plans.
- Shop and **pack lightly**. Leave room for items you will acquire when abroad.



PASSPORTS

Anyone traveling between countries needs a passport. Check the expiration date. If you do not have a passport valid for six months after your planned return from study abroad, expedite the application or renewal process. Processing a new passport application or renewal may take several weeks.

How to Apply for or Renew a US Passport

For information on how to apply for or renew a US passport go to the US Department of State's website at <https://travel.state.gov/content/travel/en/passports.html> or call 877.487.2778.

Most countries require at least one blank page for their visa stamp. If your passport does not have blank pages remaining, please renew to get passport with plenty of blank pages.

If Your US Passport is Lost or Stolen

If your passport is lost or stolen while you are abroad, report the loss immediately to local police authorities and the nearest US embassy or consulate. In addition, you should report your passport lost or stolen by visiting the US Department of State's website for details: <https://travel.state.gov/content/travel/en/passports.html>. A copy will expedite the replacement process. It is wise to email a copy of your passport to yourself and keep a photocopy of your passport in your luggage or with your on-site program representatives.

VISAS

Students with a US passport will receive a 90-day visa upon arrival in Brazil. There is no need currently to apply for a visa in advance.

VISA EXEMPTION - VISIT VISA WAIVER

Effective June 17, 2019, all U.S., Australian, Canadian and Japanese nationals will be waived from Visit Visa requirement.

The measure benefits holders of a valid passport traveling for tourism, business, artistic or sports purposes. The initiative also covers travelers transiting through Brazil.

Visitors will be granted a stay of up to 90 days, which can be extended once for the same period, as long as they do not exceed 180 days within a 12-month period, counted from the date of the first entry. If the regular stay is exceeded, the visitor will be considered an illegal alien subject to the applicable measures by the Brazilian government.

IF YOU ARE NOT A US CITIZEN

If you are not a US citizen and you do not have a US passport, please notify the Office of Study Abroad and International Programs as soon as possible. Depending on the country in which you have citizenship, you may have different requirements.

If you do not have a passport from your home country, or if it is expired, please start the process of acquiring or renewing your documents immediately. In some countries, this process can take months, so it is imperative that you start working on it as soon as possible.

Depending upon your immigration status, there may be special signatures or other procedures required to ensure that re-entry to the US will be permitted after your study abroad program. Speak with your international student adviser. Check before you go!

TRANSPORTATION

PROGRAM DATES AND AIRLINE RESERVATIONS

The Pitzer in Brazil summer program runs from **Saturday, May 27 (arrival date) to Saturday, July 8 (departure date)**. Pitzer requires you to participate in the entire program. Depending upon your itinerary, to arrive by early evening on the arrival date, you may need to depart the US a day or two earlier. Late arrivals or early departures are unacceptable. Loss of credit or lowering of grades may result if you arrive late or depart early.

Flight Arrangements

Allow ample time to work with our travel agent to arrange your flight by the date given in your acceptance letter. When you contact the travel agent, identify yourself as a student on the Pitzer in Brazil summer program.

To receive your ticket, you are required to submit the Pitzer acceptance paperwork and complete orientation requirements by the dates listed in the study abroad application portal. If you complete these requirements less than two weeks prior to your departure, you will be responsible for any increase in airfare for booking your flight so close to the start date of your program.

Pitzer's Designated Travel Agent

KIM RUDD at Corniche Travel

Email: pitzer@corniche.com

Phone: 951.698.0089 6:00 a.m. to 4:30 p.m.

Additional agents are available from 6:00 a.m. to 6:00 p.m., (Pacific time zone)

Phone: 310.854.6000 Monday through Friday, closed major holidays

Office: 8721 Sunset Boulevard, Suite 200, West Hollywood, CA 90069

www.corniche.com

For emergency after hours service, Please call 800.242.7274 within the US or call collect 203.787.6266 outside the US. Advise the agent of your executive code 6TA0 (six tango alpha zero).

Kim Rudd has been providing flight services to Pitzer College students for several years and is very knowledgeable about airline travel. She has many clients, so it may be necessary to leave a message with a call back number.

Airfare Policy



Program participants are **REQUIRED** to work directly with the travel agent designated by Pitzer College to finalize their tickets by the date indicated in their acceptance letters. Tickets not purchased through the Pitzer designated travel agent will **NOT** be reimbursed or credited to student accounts. Frequent flier miles may **NOT** be used to book flights.

The maximum airfare Pitzer College will pay is based upon the cost of a round trip ticket from the closest major international airport to the student's permanent address city in the US to the designated international airport near the program site for the exact dates of the program. For international students, the maximum airfare is based upon the cost of a round trip ticket from Los Angeles International Airport (LAX). The travel agent will bill Pitzer for the approved ticket. Students will pay the travel agent directly for the additional costs of an itinerary that is more expensive than the approved flight. No refund or credit is given if the ticket costs less than the maximum.

The following items may increase the cost of a ticket. Students will only be charged for actual overages.

- Finalizing travel arrangements after the due date listed in the student's acceptance letter
- Travel dates that vary from the dates of the program, including going early or staying after the program ends
- Special requests for routing or stopovers through specific cities or countries
- Open return tickets - these are discouraged and may not be possible due to visa requirements
- Extra luggage charges - airlines may change luggage restrictions without notice.
- Changing the ticket after it is issued. These costs include change fees and any increase in airfare.
- Replacing lost tickets



If for any reason, you are not able to use an airline ticket, the airline must be notified *prior to the departure of the first flight* that you will be changing the ticket. Unused tickets including E-tickets become worthless once the plane departs. You are responsible for the replacement cost of an unused ticket.

Itinerary

Upload a copy of your itinerary to your study abroad portal when you book your flights. Remember to upload a new itinerary each time there is a change, so the most current version is always visible.

Visa Considerations

Visa and immigration requirements often obligate you to have a round trip ticket for entrance into the country. You cannot buy a one-way ticket and plan to purchase the return portion later.

If your itinerary includes layovers or stops in other countries along the way, you may need a visa for those countries even if you do not need a visa for your destination country. Please check with your travel agent and the relevant embassies for information.

Travel Delays

Unforeseen circumstances (weather, missed flights, equipment problems, etc.) may result in unforeseen expenses due to the delay. Students should travel with emergency funds in the event of unavoidable delays in transit. Pitzer College is not responsible for these expenses. Your supplemental travel insurance may have some coverage for costs incurred due to travel delays. Should you have expenses related to such delays, be sure to keep your receipts to make a claim.

Arriving Early or Staying Past the End of the Program

The program makes special arrangements for your arrival. For health and safety reasons, early arrivals at the program site are not acceptable. Pitzer can take no responsibility for early arrivals. Early students must make

their own arrangements for ground transportation, room and board. Students who choose to arrive in-country before the beginning date of the program must contact the program staff well in advance of the beginning of the program to arrange a time and place to meet on the arrival date.

If you think you may want to stay on past the end of the program, please advise Pitzer's travel agent before you make the final confirmation of your ticket. Otherwise, you will be booked for departure from the program site on the program departure date, and any additional costs due to changes made after your ticket is issued will be your responsibility.

If you choose to stay past the program departure date, you cannot assume you will be able to stay with your host family. You are responsible for paying for your own room and board after the program ends. Please know that Pitzer can assume no responsibility for students who stay on past the departure date.

Flight Changes

If you choose to change, you will need to check with the airline and the travel agent of the regulations and fees associated with changing your flight. Pitzer and the travel agent will not be responsible for expenses incurred for changing your return dates and/or itinerary after you make your initial confirmation with the travel agent, especially once you are in the host country.

ARRIVAL

Baggage Claim

In the unlikely event that your baggage is lost along the way, you will most likely first realize this in your host country. File a claim with the airline before you depart the airport. Program staff will follow up by contacting the airline's office in the host country. Keep your baggage tags. Usually lost baggage is recovered in two to three days.

Customs

Please remember to have your passport easily accessible. You'll need it to check in at the airlines and when you go through customs upon arrival.

Where to Meet the Program Staff

Students will be met at the airport by our program coordinator or her assistant. **They will be holding Steve Biko/Pitzer sign and accompany you to the hotel where you will initially stay.** Students will spend several nights at a hotel for orientation activities before moving in with their host families.

If your plans should change in transit, please call, or email the program coordinator in Brazil or, if you cannot get through, contact the Office of Study Abroad and International Programs in Claremont. Contact numbers are on the last page of this Handbook.

DEPARTURE

You may need to confirm your return flight several days before your departure back to the states. Failure to confirm return flights may result in loss of your seat.

MONEY MATTERS

HOW MUCH TO BRING AND HOW TO BRING IT

How much you spend will be determined by 1) whether you bring everything from home or buy items in Brazil 2) your plans for study trips and independent travel before and after the program and 3) any gifts or souvenirs you wish to buy. **We recommend that you have at least \$500 available to cover personal and**

emergency expenses during the semester. We recommend you bring \$200, with you in cash and have the rest in an bank account you can access via ATM.

ATMS AND CREDIT CARDS

ATMs are available in Brazil. Your bank will usually charge you a small fee for withdrawing funds and for converting currency to Brazilian reais (BRL). Credit cards are accepted in Brazil. Check your bank's ATM and credit card policies before traveling.

If you bring a credit card, be sure to leave your card number and the 'Lost or Stolen' phone number at home. In the unlikely event that your credit card is lost or stolen while abroad, this information will help your parents or friends cancel your card quickly. Please note: only a person previously authorized to make changes on your account will be able to cancel a lost or stolen card.

You should also notify your credit card company that you will be traveling and may make expenditures on your card in your destination country and other countries along the way. Otherwise, when the first few foreign charges show up, your credit card company may put a freeze on your card.

Chip and pin cards are becoming more common; check to ensure that you know your pin for your credit card before departure.

How to Receive Funds from Home

The best ways to transfer additional funds from home to Brazil is to use an ATM card or draw a cash advance on your credit card. If you do not have an ATM or credit card, and you need to have money wired to you, you will need to obtain the latest details from the banks in Brazil and forward that information to your parents (or another benefactor).

WHAT YOUR PAYMENT FOR STUDY ABROAD WILL COVER

Housing

Housing covered by Pitzer College means accommodation that is typical for that program or country during the period that school or the program is in session. Please note that housing expenses before or after the program are the responsibility of the student and are not covered in the fees paid to Pitzer.

Meals

The program fee paid to Pitzer College covers all meals for the duration of the program. This usually means some combination of meals with host families (whenever possible), meals provided directly by the program, and a meal allowance given to students (if applicable), which together provide students with a diet and eating schedule that is typical for the host culture. Students will not be reimbursed for missed meals that are provided by the program or their host families. Meals before or after the program are the responsibility of the student and are not covered by the program fee paid to Pitzer.

Study Trips and domestic travel

All expenses – flights, hotel and food related to study trips (whether day trips or the study trips) will be covered by the program. When on study trips, students may stay in shared double rooms in hotels or lodges.

Additional Expenses

The items below are NOT COVERED in the summer study abroad fee and should be considered in your budget planning.

- Passport
- Photos required for applications and visas.

- Cost of required immunizations
- Cost of the medical exam required prior to participation.
- Comprehensive medical insurance coverage is required. (Fees for additional insurance, if required by the program or the host country, may be covered by Pitzer College. Ask the Office of Study Abroad and International Programs.)
- Additional costs incurred for airfare that costs more than the standard round-trip ticket (see Airfare Policy) or if arriving before or extending after the program dates, changing a ticket, or if participating on a domestic program.
- Cost of housing and meals before or after the program or during school breaks (e.g. breaks between terms or semesters, spring break)
- Refundable deposits
- Expenses for items or services that are not typically provided on the program but to which students may be accustomed (e.g., email or internet access, access to computer labs, athletic facilities, etc.)
- Expenses for items or services that are not provided for in fees paid to Pitzer (e.g., personal entertainment, toiletries, independent travel during school breaks, field trips that are not a required part of a course, mobile phone charges, laundry charges, etc.)
- Clothing (e.g., winter jackets, boots, rain gear, formal attire, etc.) needed for climate conditions, cultural reasons or activities at the program site
- Course fees, lab fees and supplies
- Textbooks
- Expenses resulting from a difference in the cost of living. Expenses in your study abroad location may be the same, higher or lower than in Claremont.
- The exchange rate should be considered when planning your budget for international programs.

Exchange Rates

Exchange rates can change daily. A website for tracking these rates is <https://www1.oanda.com/currency/converter/>.

BILLING

Pitzer College Students

The charge for summer study abroad through Pitzer College is \$11,500. Pitzer students will be billed by the Student Accounts office in the same manner as they are billed for semester fees.

Student Accounts

Charges for your program abroad will be available via CASHNet. **Students who will be abroad are strongly encouraged to provide authorization to parents or other parties to view and/or make payments on their account.** For further assistance or to report problems with the CASHNet site, please contact the Office of Student Accounts at 909.621.8191.

Financial Aid

Most financial aid can be applied toward the fees of any approved program. Please consult the financial aid office for specific details on how your financial aid will be handled.

Visiting Students on Pitzer Summer Programs

Visiting student will be billed the same fee as Pitzer students; \$11,500, and when possible, through the same CashNet system used for Claremont students.

All students

Withdrawal Fee

If a student withdraws after accepting a place on the program, Pitzer will bill the student's account for a withdrawal fee of \$350 plus any non-recoverable expenses paid on the student's behalf. Please refer to the

Conditions of Participation for full information on when or if a refund is due to the student. Note that there may be other withdrawal charges assessed by the program and these fees are the responsibility of the student.

Transcripts for all students will be withheld until Pitzer College is paid in full. This includes the program fee any outstanding balances due to charges incurred on behalf of the program such as: library fines, charges for damages to homestay or school property, non-reimbursed medical expenses, etc.



COMMUNICATIONS

PHONE, EMAIL AND MAIL

Contact Information in Claremont

Pitzer College
Office of Study Abroad
and International Programs

Phone 909.621.8104
Email studyabroad@pitzer.edu

Mailing address
West Hall, Suite Q100
1050 North Mills Avenue
Claremont, CA 91711

Office hours
Monday through Friday
8 a.m. to noon and 1 p.m. to 5 p.m.
except holidays

Ways to Make Contact While Abroad

Email, mail, Skype, Facetime, WhatsApp, text, and mobile phone calls are all options for contacting the US from abroad or for family and friends to reach you.

Emergency phone numbers for students in Brazil - on last page of this handbook

In an emergency, students in Brazil should call the emergency numbers listed on the last page of the student version of this handbook. Students are advised to contact the program coordinator as soon as possible. The coordinator is the best person to render prompt assistance and advice in the event of an emergency. Calling home to speak with a family member first, though it may be instinctive or comforting, is not going to get you the immediate local help you need.

In Case of an Emergency at Home - Family and Friends

In case of emergency, parents or friends should contact the Office of Study Abroad and International Programs at the numbers listed above. The Study Abroad staff in Claremont can usually contact students and staff quickly, even when they are away from the program base on field trips. If you call the office number and we are closed, you will be directed to Campus Safety at 909.621.8170. Campus Safety has additional contact information on file. Please have them continue down the list until they can speak directly with a member of our staff.

Mobile Phones

We recommend you bring your smart phone and charger so that you can use Wi-Fi when available and purchase a local SIM card once in Brazil. If you want to do this, you must have your phone unlocked in the US. You will be responsible for keeping a working mobile phone (charged, paid up and ready to use in an emergency) on your person throughout the program.

Pitzer expects all students to use mobile phones in ways that are appropriate and responsible. In particular, mobile phones should be turned off (including texting) during classes, program discussion sessions and study trips when interacting with program staff, faculty, or guest speakers. In addition, students need to learn and practice appropriate mobile phone use in their homestays. For some families it may be considered

rude, for instance, to make or receive calls or text messages during a family meal or while engaged in conversation after dinner.

Mailing and Shipping to Brazil

If you need anything mailed, you may use the following address:

Your Name
c/o Instituto Cultural Steve Biko
Rua do Paço, nº4 – Largo do Carmo. Pelourinho.
2º Andar. Salvador - Bahia – Brasil.
CEP.: 40301-390.

In general, letters take 10 to 14 days or longer to get to Brazil from the US. Occasionally, mail can be misplaced or lost by the postal service, just as it can be lost by the postal service in the US. **We advise against sending packages.** Mail that arrives after the end of the program cannot be forwarded.

STUDENT COMMUNICATION RESPONSIBILITIES

Read your Email.

Before, during, and after your study abroad experience someone from the Office of Study Abroad and International Programs or another Pitzer College office may contact you with information about orientation, health, safety, academic, finances, or other matters. Faculty may need to contact you about academic issues, invitations to do a senior thesis, etc. **For Pitzer students, the official means of contacting you will be your Pitzer College email account.** For non-Pitzer students we will use the email you provided in your application in your study abroad portal.

Due to the large number of messages on student-talk, Pitzer-talk, and other email lists, we advise students going abroad to unsubscribe to email lists while off campus. If you have a limited amount of time to check email or are paying for connection time at an internet café while abroad, you do not want to miss important College information buried in your inbox. Investigate methods for labeling and filtering your messages before you go.

For Pitzer Students: The Pitzer password automatically expires every six months - 180 days from when you last reset your current password. Change your password before you leave to assure continuous access. If your password does expire, log on to www.pitzer.edu/pitpass or contact the Pitzer Helpdesk at help@pitzer.edu.

Study Abroad Portal

To access information on your study abroad portal, log in at <https://pitzer-sa.terradotta.com>.

For Pitzer College students, access to the study abroad portal is authenticated by Duo. If you do not have cell service, you can use the passcode feature inside the Duo mobile app to continue to gain access to your Pitzer resources. Passcodes regenerate after use and work without cell or Wi-Fi signals.



You may download the Duo Mobile app the App Store or Google Play. Then, from a computer, log into Sakai or MyCampus2 to get the Duo prompt. Choose My Settings and Devices on the left of the screen. Add or reactivate your device there.

If you get an alternate phone or SIM abroad, download the Duo mobile app and add a new device from the Duo interface. If you do not have access to your old phone or app for authentication, email the help desk at help@pitzer.edu for assistance in setting you up.



Alternatively, before you leave Claremont, you can request to be assigned a hardware token. This device is about the size of a small USB stick and can be attached to your keychain. It stores encrypted passcodes and works anywhere without Wi-Fi or cell signals. Stop by Pitzer I.T. in Scott Hall B11 to request one.

Keep your Student Contact and Emergency Information Current

We may also try to reach you via your mobile phone, home phone, personal email, or other means. In the event of an emergency, we may need to contact you or your parents or guardians via the information in the Pitzer College database or in your Study Abroad portal. It is important that you notify the Office of Study Abroad and International Programs by updating your student portal AND the Office of the Registrar at registrar@pitzer.edu (to update the College database) of any changes to your personal information.

As soon as you have your in-country address, mobile number etc. log in to your study abroad portal and complete your **Contact Information Abroad**. Update it as necessary.

WHAT TO BRING

ESSENTIAL DOCUMENTS AND ITEMS

- Your **passport** valid for at least six months past the end of the program and two photocopies carried separately from your passport in other suitcases or wallets. Leave an additional copy at home with your parent or guardian.
- Your Brazil visa documents, if applicable
- Your airline ticket
- **Credit and ATM cards**
- An official **immunization record** (if necessary) from your doctor or health clinic and a photocopy.
- Proof of **COVID-19 vaccinations**.
- Your **medical insurance information**.
- Important **contact information** for your home institution.
- This **handbook** and any other pre-departure reading materials. Make sure you have a printed copy of the Emergency Contact Information, arrival information and contact information for the travel agent in your carry-on bag.

CLOTHING, MEDICINE AND MISCELLANEOUS

What you bring is an individual matter. It depends upon what you may want to buy in Brazil, how much you want to carry (the lighter the better), and what you plan to do during the program. Everything you might need is available in Brazil, but you may not have access to your favorite brands and some items may cost more than in the US. We suggest you come as **light as possible** and buy anything else you need in country. **PACK LIGHT!** Traveling becomes much more enjoyable when you are not managing a lot to carry. Whether you bring it with you or buy it, the following items are suggested:

Clothing

In Salvador, temperatures during the day will be in the low 80's and night temps will be in the low 70's.

- Jeans, long pants
- Shirts including long-sleeved and at least 3 T-shirts.
- Make sure you have at least one pair of thick pants or jeans and one long-sleeved shirt to protect against mosquito bites.
- Underwear
- Socks
- Sandals
- Comfortable walking shoes
- Flip flops or slippers for the shower
- Sun hat
- Sweater/ light jacket
- Medium weight coat
- Bathing suit or board shorts
- All students should bring at least one nice outfit for more formal occasions
- **Toiletries**

You will need items similar to those you would use in the US (e.g., soap, razors, nail clippers, deodorant, feminine hygiene products, comb and brush, shampoo, etc.). Most items are available in Brazil, but if you're attached to a particular brand, you should bring it with you. You should not pack razors or any other potential weapon-like accessories in your carry-on luggage.

Medicines

- Bring **prescription medicines** in their original containers and copies of your prescriptions. You may also wish to bring a physician's note explaining the need for the medication. We recommend bringing enough for the entire program. Shipping may be unreliable, and it is difficult to mail medication to Brazil due to custom controls. Some medications may not be available even with a local physician's prescription. Be aware that some medicines are controlled substances and may be illegal in some countries. Refer to the section on Traveling with Medication.
- **Vitamins, cold and anti-diarrhea medicine, oral rehydration packets**
- **Insect repellent** (See CDC recommendation)
- **Sunscreen**
- **One water bottle** for carrying purified water
- **Personal first aid items** It is a good idea to put a few band-aids in your pack, and you may want to bring items such as aspirin or Tylenol, Imodium (anti-diarrhea), Benadryl (anti-inflammatory), antibiotic ointment, antihistamine cream, etc. to keep on hand.

Miscellaneous Items

- **Umbrella** (can buy in country)
- **English/Portuguese dictionary**
- **Small towel, large bath towel, washcloth**

- **Sunglasses**
- **TSA approved locks for your baggage**
- **Camera or phone with camera**
- **In Brazil the power sockets are of type N. The standard voltage is 127 / 220 V and the standard frequency is 60 Hz. In Brazil more than one voltage is being used (127 / 220 V). It can depend on the region, the city or even the hotel which voltage you will come across. In the US appliances work on 120 V. You cannot use your appliances if the local voltage exceeds the maximum voltage of your appliances. You should consider a combined plug adapter/voltage converter.**
- **Photos of family and friends**
- **Notebooks** for class notes and a personal journal
- **USB flash drive**
- **Laptop with charger** (backup all your files prior to traveling)
- **Smart phone with charger** (back up your phone prior to traveling)

Baggage

- **1 Suitcase** for checking onto the plane (We recommend something with wheels, or a back-pack for easy transport)
- **Money belt** – for around the waist or neck
- **One regulation size carry-on bag**
- **Day pack or duffle bag** (may also be used as a carry on)

Check the Transportation Security Administration (TSA) website for current regulations about prohibited and permitted items for carry-on luggage and checked baggage.

<http://www.tsa.gov/travelerinformation/prohibited-items>

GIFTS

It's always nice to bring several small gifts from home for your host family members. Pictures of yourself, your own family and your home are very much appreciated. Picture books of your state or country would also be a good idea. Something typical to your state, calendars, hats, or t-shirts (with slogans from home) would also be nice. Bags of candy or nuts are always welcome.

EMERGENCY CONTACT INFORMATION FOR STUDENTS IN BRAZIL

These numbers are emergency contact numbers for students in Brazil. **These numbers are NOT for use by family and friends.** In case of emergency, parents and friends should contact the Office of Study Abroad and International Programs staff in Claremont at 909.621.8104. After hours emergencies will be directed to Campus Safety at 909.621.8170.

Student Emergency Contact Information in Salvador, Bahia, Brazil

Ana Luísa Dias

Program Coordinator

Student Mailing Address:

Student Name
c/o Instituto Cultural Steve Biko
Rua do Paço, n° 4 - Largo do Carmo. Pelourinho.
2° Andar. Salvador - Bahia - Brasil.
CEP.: 40301-390.

STEP Registration Address

Use the student mailing address above as the physical address to register with the US Department of State Smart Traveler Enrollment Program (STEP).

Contact Information in Claremont

**Pitzer College
Office of Study Abroad
and International Programs**

Phone 909.621.8104
Email studyabroad@pitzer.edu

Mailing address
West Hall, Suite Q100
1050 North Mills Avenue
Claremont, CA 91711

Office hours
Monday through Friday
8 a.m. to noon and 1 p.m. to 5 p.m.
except holidays

Student Emergency Contact Information in Claremont

Jamie Francis

Interim Director of Pitzer Programs and
Study Abroad Services
jamie_francis@pitzer.edu

909.607.3278 (office)

Kebokile Dengu-Zvobgo

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909.607.3609 (office)