

INTERNATIONAL STUDENT HANDBOOK



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A STUDENT'S INTERNATIONAL GUIDE

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Why go International?



- See the world and broaden your experience
- Gain a new perspective on your own country
- Learn a new language and practice it
- Improve your professional and financial potential
- Become a full-time learner
- Gain new insights through relationships
- Take control of your future
- You make friends around the world
- Break out of the typical academic routine
- Enhances employment opportunities

Before you go...

Finding Employment

If you are interested in finding overseas employment, where do you begin?

First decide what you want to do and where you want to do it. You also need to seriously evaluate your job skills and decide whether you want to build on your previous work experience or do something new.

The next step will be to look for opportunities on the internet, in newspapers, magazines or placement agencies. Local news papers not only contain job listings, but can also help you appreciate the cultural and political environment of your destination. If you are unsure about the length of your time you want to work abroad, you might consider looking for short-term projects, such as exchanges, internships, professional exchanges, work-and-learn programs or working holidays. A short-term placement might give you the experience and background you need to decide whether you want to work abroad for an extended period of time.

Evaluating Job Offers

Always investigate job offers carefully before you accepting. The more preparation and research you do in Canada, the more successful your employment abroad is likely to be. Find out as much as you can about the organization or company that is offering you the position. Ask for references, visit its websites and contact someone who has worked for the organization or ask to speak to someone currently employed there.

Examine your contract carefully or have it reviewed by a lawyer. Keep in mind that it is never a good idea to accept a job overseas if the details are not going to be spelled out until your arrival.

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Learn About Your Destination

Take the time to learn about the political, cultural and economic environment of your destination. The working conditions and pace of life may be very different from what you are used to, affecting your personal life, work habits and job satisfaction. Read as much as you can and try to talk to people.

What Documents Do You Need?

1. Passport – Online Application: www.ppt.gc.ca
2. Visa and Work Permit
3. Medical Certificate or Proof of HIV Testing
4. Residency Permits
5. Alien Registration Card
6. International Drivers Licence

Health Related Issues

The Public Health Agency of Canada strongly recommends that you contact a travel medicine clinic or your physician six to eight weeks before your departure. The health care provider can determine your need for immunizations and any special precautions that will help you avoid disease while abroad.

Resources:

Public Health Agency of Canada:

www.travelhealth.gc.ca

Canadian Society for International Health:

www.csih.org



Education

By choosing to study abroad, you are already setting yourself apart from 95% of college students who will never study abroad. (Global Student Experience, 2010) This handbook will help you on the path to an amazing international experience. You can study abroad for a summer, quarter, trimester, semester or a year. This will give you a fresh perspective on yourself and the world. With the diverse people, viewpoints, and atmospheres you will be challenged in new and exciting ways.

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Work or Volunteer

When working or volunteering abroad it is valuable to have some background international knowledge.

Political, Economic and Geographic Knowledge

If you can converse intelligently about international news and world events, you are probably sufficiently aware of world politics and economics. You also need a firm grasp of world geography and knowledge of the world's major ethnic groups and their distributions. And of course, you need detailed knowledge about the country in which you hope to work.

To increase your knowledge, you might consider the following: listening regularly to international news broadcasts; keeping a good, up-to-date world atlas close at hand; subscribing to one or two international magazines or newspapers; joining a multicultural group in your community; vacationing in offbeat places; and enrolling in courses on the politics or history of regions in which you are interested.

Knowledge About the International Aspects of your Field

You have a good knowledge of the international aspects of your area of expertise if you know which organizations work internationally in your field, what jobs exist, and what aspects of your work have an international application. This information is extremely important in your job search and in managing your career path. Knowing how your specialization is practised in an international setting allows you to focus your education, your job research, your networking contacts and your discussions with peers on landing the right job for you abroad.



To start, a few phone calls to international organizations in your line of work will reap rewards. A bit of research will tell you what trade magazines you should be reading. Join an international trade association. Learn when international conferences take place. Talk to people in your field who work or have worked overseas. Find out which skills and what types of experience they think are important.

Cross-Cultural Knowledge and Skills

You have sufficient cross-cultural knowledge and skills if you know what it takes to be effective in another culture. A good approach, once you know what country you want to work in, is to find out about that country's belief systems, modes of behaviour and attitudes.

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An effective employee abroad needs a lot more than specialized technical knowledge. You should have a sound knowledge of the local culture and be able to apply it in your workplace. As well, the ability to speak the country's main language will be a great asset to you. You can generally acquire these skills at home by seeking out people from other cultures, becoming active in cross-cultural groups, and learning a second or third language.

Personal Coping and Adapting Skills

You can improve your personal coping and adapting skills which, in turn, will help you deal with culture shock. People who enjoy working and living abroad are adaptable and tend to embrace challenges. You will face changes in culture, friends, work and climate. Therefore, having a sense of adventure, as well as humour, curiosity, and a great deal of patience, is invaluable.

To prepare yourself, you can do volunteer work or participate in organizations that put you in contact with other cultures. If you have never visited a country where the culture is radically different from your own, you should try to do so before embarking on an international career.

http://www.transitionsabroad.com/listings/living/resources/country_information.shtml

Travel Tips

1. Airline Food. If you request a kosher meal you will probably be served before the other passengers. This may get you some grudging looks from the other passengers but at least it will give you time to actually eat something before the flight attendant comes back to take your tray. In addition some airlines offer a children's menu. This is good to know just in case your son or daughter isn't a great fan of steam leeks. It is a lesson I wish I had in advance and it particularly sinks in when the child in the next seat over is munching on chicken tenders rather than the aforementioned creamed leeks on your child's tray.

2. Claim and Recheck Baggage. Much to my dismay, I learned upon my return to the United States that I needed to claim and recheck my luggage before I could make my connecting flight. If you don't know this, then you don't know to build an extra hour into the time you need to make your connecting flight and end up rushing about the terminal like a fool.

3. Travel Light. You may be able to expedite your entrance and departure from the airport by forgoing the use of checked baggage and using a carry-on only. In addition to the hassle of checking bags twice as mentioned in number 2, you save loads of time otherwise spent standing about the luggage carousel in the herd with the other travel beasts of burden, while you await the appearance of your luggage (which looks just like every other piece of luggage) then fighting your way to the front of the line before it disappears through to baggage handlers port of no return before your eyes.

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4. Show Me the Money. Rather than exchanging for local currency before you begin your journey, you may wish to stop at an ATM in your network when you arrive for some walking around money. Large financial institutions get a better exchange rate than an individual can secure.

5. Protect Your Documentation. Scan copies of all your passports and travel documents. Then save them to a USB compatible storage device. I put mine on a lanyard around my neck. Wherever you put yours make sure it isn't the same place as your passport. One of the things that make this so important is the brisk market for stolen travel documents. This is not a day in which you can easily explain how your identification became involved in the commitment of some fraud on soil that is not your native home.

6. Are You Really in Good Hands? Advise your medical insurance providers that you will be traveling out of the country. You may need to purchase riders or supplemental coverage to protect you while you travel. There are also some quality policies you can purchase from independent providers who specialize in this type of protection.

7. Reach Out and Be Touched. Arrange for your airlines to email, text message (international travel cell phone required in some cases), call you with changes in your flight arrangements. This could have saved me several hours worried waiting when terrorists bombed a nearby airport on my trip.

8. Drink Bottled Water When Traveling. Request bottled beverages if you are not sure of the source of the water.

9. Relax. You might as well. You're traveling in a foreign country and your fate is in the hands of people you've never met before. There is absolutely nothing you can do about it so you might as well enjoy it. Life is about the journey, after all.

10. Don't Be An Easy Target. Look around; stay aware of what's going on in your immediate area and who is near you. Keep your head up and remain engaged with your surroundings. If you think you are being followed, simply stop, sit down for a minute, moving your bag/backpack to your lap or go into a store.

11. Be Prepared Before You Go. Know where you are going, how long it'll take and where you are staying. On the day of your reservation, call and make sure you have accurate directions and ask how long it might take to find the hotel or hostel. Print out your directions, write down emergency numbers, and don't always rely on your cell phone.

Source: www.lifehack.org



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Travel to Ireland – An Example of Fees and Educational Requirements

How and When to Apply

Eligibility: Canadians 18-35

Passport: update to last 24-30 months full duration of stay

Registration Timelines: Register at least 6 weeks prior to intended departure date

Visa D; duration up to 2 years

Requires: Highschool transcripts with a 2.4 GPA transcripts

Scholarships: Letter of recommendations from Colleges Ontario Academic Supervisor & 3.0 GPA merit recommended & personal statement letter

Visa Fee: €300 (560 CAD) is charged in respect of each immigration certificate of registration issued to a non-EEA national with effect from 19 November 2012.

Required Savings: 2,500 CAD & 560 CAD for Visa D

Costs: Tuition 10,500 CAD annual with medical insurance and airport pick up

IT Sligo: offers scholarships amounting to 2,100 CAD each, OSAP aid available

Accommodations: for students is 125 CAD weekly

Legal Resident: non-EEA nationals who have entered the State with the intention of residing in Ireland for a period of more than three months must register with their local immigration registration officer. An immigration certificate of registration (GNIB Registration Card) is issued by the Garda National Immigration Bureau to a non-EEA national who so registers.

Bachelor's International: College Ontario Advanced Diploma and Diploma graduates can complete an internationally recognised Honours Bachelor Degree at IT Sligo 1-2 years study.



Visa Office

Department of Justice and Equality
Irish Naturalisation and Immigration Service
13-14 Burgh Quay
Dublin 2 Ireland Sources:

Homepage: <http://www.inis.gov.ie/>

Email: visamail@justice.ie

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Financial Aid

OSAP Student Loans

- Eligibility check for a mix of loans
- Interest is tax-deductible on a student loan.
- Students can apply for the Repayment Assistance Plan, to negotiate monthly payments if unable to pay or unemployed
- Prime plus 2.5 % interest with a 6 month payment delay after graduation
- Provincial and Federal interest both individual. Speak to the **Thunder Bay OSAP office**
- Undergraduates limit of 10,000 per year, 40,000 total limit

Student Line of Credit – Bank loan

- Prime plus 1.5 % interest
- 12 month delay on paying the principal after graduation
- You pay the interest off throughout school
- Helps insurance, mortgage or low car payment interest

Scholarships / Bursaries

Contact international financial aid office and current school to see if there are any agreements and international student financial support.

Registered Education Savings Plans

Students may find that a high-interest savings account is a better option for them than OSAP. Speak with a financial advisor at your bank to see if a student's saving plan is best for you. (Most often these are started when you are young – ask your parents if you have one)

Know Your Expenses Abroad

Host destination, accommodation, meals, visa fees, travel, flight, medical insurance, school supplies and personal spending money may differ greatly by country.

Financial Aid Office: Ontario students abroad, qualified for OSAP, the Student Financial Assistance Branch of the Ontario Ministry of Training, Colleges and Universities acts as your financial aid office in Thunder Bay.

Monday to Friday, 8:30 am-4:30 pm (EST)

Direct: 1-807-343-7260

Sources:

<http://character-education.info/Money/books/the-wealthy-barber.htm> - Breakdown of priority of debt, savings and how to balance

<http://www.scholarships-bourses.gc.ca/scholarships-bourses/can/opportunities-opportunities.aspx?lang=eng> – International Scholarship Opportunities for Canadians

<http://www.theglobeandmail.com/globe-investor/personal-finance/financial-road-map/how-to-choose-between-student-loans-lines-of-credit/article4517812/> - Newsletter on the breakdown difference between student line of Credit and OSAP benefits

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Student Blogs and Reviews

Want to hear about other student's experiences? Check out the links provided below.

Emily's Study Abroad In Argentina

http://www.studyabroad.com/b/emily_argentina_blog/archive/2014/07/04/home-sweet-home.aspx#ixzz3a88jwXfK

Leica's Study Abroad in Australia

http://www.studyabroad.com/b/lecia_australia_blog/archive/2014/03/14/university-of-melbourne-at-last.aspx#ixzz3a8Bnlz9Y

Susanna's Study Abroad in the United Kingdom

<http://www.thecolleetourist.com/10-reasons-why-you-should-study-abroad-in-the-united-kingdom/>

Whitney's Guide to Dealing With Language Barriers While Abroad

<http://www.thecolleetourist.com/how-to-deal-with-a-language-barrier-while-volunteering-abroad/>



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Important Resources

MyWorldAbroad.com

Login: workoverseasc@hotmai.com

Password: workoverseas

Public Health Agency of Canada

www.travelhealth.gc.ca

Canadian Society for International Health

www.csih.org

Information about countries

www.countryreport.org

Guide to Working and Studying Abroad

www.transitionsabroad.com

Employment

1. www.swap.ca
2. www.jobscape.be
3. www.overseasjobs.com
4. www.jobpilot.com
5. www.topjobs.net
6. www.worldwideworker.com
7. www.careerseurope.co.uk
8. www.labourmobility.com
9. www.International.montser.com
10. www.eurograduate.com

International Development and Volunteer Programs

1. www.youth.gc.ca - Canadian International Internships
2. www.charityvillage.com - Non-Profit Sector Jobs
3. www.yci.com - Youth Challenge International
4. www.idealists.org - Action Without Borders
5. www.afs.org - American Field Service (AFS) Canada
6. www.care.ca - CARE Canada
7. www.cuso.org - CUSO (Canadian University Services Overseas)
8. <http://www.inis.gov.ie/en/INIS/Pages/Home> Irish Naturalisation and Immigration Services
9. <https://www.visahq.ca/> Travel Visa Services
10. <http://www.swap.ca/> Swap
11. <http://www.passport.gc.ca/index.aspx?lang=eng> Passport information
12. <http://www.studyabroad.com/> Tips, Student Blogs, Finances, Professional Edge
13. <http://travel.gc.ca/> Travel Questions from Canadian government