Study Abroad Handbook  
for Saint Mary’s Students with Diverse Backgrounds

By Alice Siqin Yang, Rachel Kim, and Kathryn Mathews

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Table of Contents

I. Introduction .................................................................................................................................2

II. Why Is Study Abroad Important for You? .........................................................................3
   • Networking
   • Employability
   • Heritage Seeking
   • Broadened International Experience
   • Language Acquisition and Academic Opportunity
   • Life-long Skills

III. Overview of Study Abroad Programs ..................................................................................4
   • List of Saint Mary’s Programs
   • List of Language Programs
   • Faculty-Led Programs
   • Work, Internship, Volunteer Abroad Programs
   • Non-Traditional Locations
   • Holy Cross Global Education Consortium Programs
   • Non-Saint Mary’s Programs

IV. Institutional Resources at Saint Mary’s ..............................................................................9
   • Global Education Office, CWIL
   • Study Abroad System and Services
   • Peer Advisor Program
   • Study Abroad Scholarships and Grants

V. External Scholarships and Resources .................................................................................11

VI. Tips for Study Abroad Planning and Application ...............................................................13

VII. References for Diversity Abroad ..........................................................................................15

Cover page photo provided by Courtney Lamar’16.
I. Introduction

Saint Mary's College (Notre Dame, IN) is a private Catholic women's college founded by the Sisters of the Holy Cross. Saint Mary’s proudly traces its own beginnings to a foreign adventure. In 1843, four sisters of the French-based Congregation de Sainte-Croix began their missionary activities in the wilderness of northern Indiana. These efforts culminated in 1844 with the founding of a school for women that would later become Saint Mary’s College. The College's mission states: "A pioneer in the education of women, the College is an academic community where women develop their talents and prepare to make a difference in the world." "Global education is an important first step toward discovering that world and preparing for leadership" (President Carol Mooney). Such a statement calls the College to provide all its students with a rich array of global learning opportunities so that they can build global awareness and skills that they need to be global change agents.

Saint Mary’s offers 31 study abroad programs in 17 countries. During 2010-2015, Saint Mary’s sent about 1000 students abroad. In Saint Mary's President's strategic plan, she set the goal of having 50% of all students attend a study abroad program. That goal was met and has been maintained for the last 8 years. We have made the U.S. News top 100 list again in 2014 for "Best Colleges: Most students studying abroad." This U.S. News list is not limited to liberal arts schools. Saint Mary's came in at #50 out of 102 colleges with 50% of the College's 2013 graduates participating in study abroad programs. The schools on this list had the highest percentage of graduating seniors who participated in study abroad programs.

Although we are very proud of this achievement, we are dismayed that students of color have a significantly lower rate of participation. In particular, only 16% of African American students chose to study abroad between 2010 and 2015. The Global Education Office of the Center for Women’s Intercultural Leadership (CWIL) is now launching a campus-wide initiative to reduce the gap between the percentage of students of color who participate in study abroad and the overall percentage. We research on best practices and establish programming and initiatives in collaboration with all the related offices to reach more students of color, including Admissions, Financial Aid, Multicultural Student Services, Academic Affairs, Student Success, and Institutional Research. We are also collaborating with student groups such as Student Diversity Board and Sisters of Nefertiti (African American student group).

This Study Abroad Handbook provides students with helpful information about study abroad opportunities and resources. We hope it can help overcome barriers and make study abroad a dream come true for everyone. No one should be left behind. May the journey begin!
II. Why Is Study Abroad Important for You?

There are many reasons to choose a study abroad experience.

**Networking**
While abroad, students will develop lasting relationships with: peers, host families, on-site faculty and staff, and more. These relationships will build bridges and can become connections for future opportunities.

**Employability**
Study abroad is a great opportunity to expand and add diverse experiences and competences to your resume. The world is becoming more globalized, therefore, it is important to have international experience. Many companies and organizations want to hire employees with knowledge of the world and intercultural skills to interact with people of diverse backgrounds. Studying abroad is an extremely marketable experience.

**Heritage Seeking**
“Learning about your ancestral country of origin can be an enriching experience. It is normal to be curious about the ‘motherland’ and want to explore your family roots; such exploration can explain behaviors and customs of your family as well as instill a sense of belonging.” - NAFSA

**Broadened International Perspective**
“Many study abroad students return with a fresh way of approaching the world. After all, they have been intimately exposed to new ideas and diverse experiences. By being away from your family, friends, and your home, you will learn more about yourself while exploring various new aspects of your identity. Also, you will have the opportunity to understand another country’s customs and traditions and the value its citizens place on them.” - NAFSA

**Language Acquisition and Academic Opportunity**
One of the best ways to learn a foreign language is to be immersed in it. The language study abroad programs offer you the opportunity to strengthen your foreign language skills through living with a host family and practicing the language on a daily basis. Studying abroad also offers you the opportunities to learn a new academic system and take academic courses in a cultural context that help you enhance your major or minor.

**Life-long Skills**
Study abroad students usually gain more life-long skills abroad, for example,

- Communication skills (foreign language, discussion with diverse people)
- Organizational skills (time management, travel and navigational skills)
- Interpersonal skills (global awareness, appreciation of diversity, open-minded, tolerance)
- Intrapersonal skills (patience, taking initiative, flexibility, adaptability, independence)
## III. Overview of Study Abroad Programs

### List of Saint Mary’s Programs

<table>
<thead>
<tr>
<th>Semester &amp; Full Year Programs</th>
<th>Semester Break</th>
</tr>
</thead>
<tbody>
<tr>
<td>Córdoba, ARGENTINA</td>
<td>Education Studies in Ireland</td>
</tr>
<tr>
<td>Fremantle, AUSTRALIA</td>
<td>Honduras Service Learning</td>
</tr>
<tr>
<td>Innsbruck, AUSTRIA</td>
<td>Summer Programs</td>
</tr>
<tr>
<td>Shanghai/Nanjing, CHINA</td>
<td>Archaeology in Trim, Ireland</td>
</tr>
<tr>
<td>Oxford, ENGLAND</td>
<td>Argentina</td>
</tr>
<tr>
<td>Angers, FRANCE</td>
<td>China</td>
</tr>
<tr>
<td>Maynooth, IRELAND</td>
<td>Ecuador</td>
</tr>
<tr>
<td>Rome, ITALY</td>
<td>European Study</td>
</tr>
<tr>
<td>Ifrane, MOROCCO</td>
<td>France</td>
</tr>
<tr>
<td>San Juan, PUERTO RICO</td>
<td>Greece</td>
</tr>
<tr>
<td>Cape Town, SOUTH AFRICA</td>
<td>Travel Writing in Jamaica</td>
</tr>
<tr>
<td>Seoul, SOUTH KOREA</td>
<td>Honduras</td>
</tr>
<tr>
<td>Alicante, SPAIN</td>
<td>Internship in Seville, Spain</td>
</tr>
<tr>
<td>Seville, SPAIN</td>
<td>Korean Culture</td>
</tr>
<tr>
<td></td>
<td>London Practicum, England</td>
</tr>
<tr>
<td></td>
<td>Puerto Rico</td>
</tr>
<tr>
<td></td>
<td>Rome JCU</td>
</tr>
<tr>
<td></td>
<td>Spain (Alicante or Seville)</td>
</tr>
<tr>
<td></td>
<td>Uganda Summer Practicum with the Sisters</td>
</tr>
</tbody>
</table>

General application deadlines:

- Summer/Fall/Year-long programs: March 1st
- Spring programs: October 1st

[https://cwil.saintmarys.edu/saint-marysprograms](https://cwil.saintmarys.edu/saint-marysprograms)
<table>
<thead>
<tr>
<th>Program</th>
<th>Language</th>
<th>Language Immersion</th>
<th>English courses</th>
<th>Host Family</th>
<th>Language requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spain – Alicante and Seville</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>one semester of intermediate Spanish or heritage speaker; 3.0 in Spanish coursework</td>
</tr>
<tr>
<td>Spain - Alicante</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>2 semesters of elementary Spanish for the <strong>Spanish Studies Program</strong>; Completion of 2 semesters of advanced college Spanish or heritage speaker for the <strong>Integrated Studies Program</strong>; 3.0 in Spanish coursework</td>
</tr>
<tr>
<td>Argentina - Cordoba</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>one semester of intermediate Spanish or heritage speaker; 3.0 in Spanish coursework</td>
</tr>
<tr>
<td>Puerto Rico - San Juan</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>Completion of intermediate Spanish, or near-native speaker of Spanish; 3.0 in Spanish coursework</td>
</tr>
<tr>
<td>France - Angers</td>
<td>French</td>
<td>yes</td>
<td>Optional-One course for beginners</td>
<td>yes</td>
<td>B average in French coursework. A year of college-level introductory French or higher is strongly recommended. The student will need a letter of recommendation from a French professor.</td>
</tr>
<tr>
<td>Austria - Innsbruck</td>
<td>German</td>
<td>Optional immersion. All students required to take German while there</td>
<td>yes</td>
<td>no</td>
<td>Not required, but a year of college level introductory German or higher is strongly recommended.</td>
</tr>
<tr>
<td>Italy - Rome JCU</td>
<td>Italian</td>
<td>No. All students required to take Italian while there</td>
<td>yes</td>
<td>no</td>
<td>Not required, but a year of college level introductory Italian or its equivalent is strongly recommended.</td>
</tr>
<tr>
<td>China - Shanghai</td>
<td>Chinese</td>
<td>No. Most take Chinese while there</td>
<td>yes</td>
<td>optional</td>
<td>Not required. Prior study of Chinese at Saint Mary’s is strongly recommended.</td>
</tr>
<tr>
<td>China - Nanjing</td>
<td>Chinese</td>
<td>yes</td>
<td>Yes One course</td>
<td>optional</td>
<td>two semesters of college-level Mandarin Chinese</td>
</tr>
<tr>
<td>Morocco - Ifrane</td>
<td>Arabic or French</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>Not required. Prior study of Arabic or French at Saint Mary’s is recommended.</td>
</tr>
</tbody>
</table>
### Summer Language Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Language</th>
<th>Language Immersion</th>
<th>English courses</th>
<th>Host Family</th>
<th>Language requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spain – Seville Summer</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>Spanish courses offered at all levels, so no prior Spanish required.</td>
</tr>
<tr>
<td>Spain – Internship in Seville</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>Completion of 2 semesters of advanced college Spanish or heritage speaker; 3.0 in Spanish coursework</td>
</tr>
<tr>
<td>Argentina – Cordoba Summer</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>Spanish courses offered at all levels, so no prior Spanish required.</td>
</tr>
<tr>
<td>Puerto Rico – San Juan Summer</td>
<td>Spanish</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>Spanish courses offered at all levels, so no prior Spanish required.</td>
</tr>
<tr>
<td>France – Angers Summer</td>
<td>French</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
<td>French courses offered at all levels, so no prior French required.</td>
</tr>
<tr>
<td>Italy – Rome JCU Summer</td>
<td>Italian</td>
<td>No. All students required to take Italian while there</td>
<td>yes</td>
<td>no</td>
<td>Italian courses offered at all levels, so no prior Italian courses required.</td>
</tr>
</tbody>
</table>

### Faculty-Led Programs

Saint Mary’s faculty members have created the following short-term faculty-led study abroad programs. They offer courses for the programs, arrange the logistics, and travel with the students. Some courses have been approved for the Sophia Program or major/minor credits.

- China Summer Program
- Greece Summer Program
- Ecuador Summer Program
- Education in Ireland (Spring Break)
- European Summer Study Program
- Honduras Service Learning (Spring Break)
- Honduras Summer Program
- Travel Writing in Jamaica
Work, Internship, Volunteer Abroad Programs

The following study abroad programs offer internship/work opportunities or have practicum/volunteer components.

- Archaeology in Trim, Ireland
- China Semester Program in Shanghai (internship course)
- China Summer Program (service-learning project)
- Honduras Service Learning Program
- Honduras Summer Program (service-learning project)
- Internship in Seville, Spain
- London LEB Summer Program (practicum component)
- Puerto Rico (service learning or internship)
- Rome JCU Semester Program (internship course)
- Rome JCU Summer Program (internship course)
- Uganda Summer Practicum with the Sisters

Non-Traditional Locations

Africa
- Morocco (Semester)
- South Africa (Semester)
- Uganda (Summer)

Asia
- China (Summer and Semester)
- South Korea (Summer and Semester)

Caribbean Island
- Jamaica (Summer)
- Puerto Rico (Summer and Semester)

Central and South America
- Argentina (Summer and Semester)
- Ecuador (Summer)
- Honduras (Summer and spring break)

Holy Cross Global Education Consortium Programs

In addition to Saint Mary's programs, we offer programs through the Holy Cross Global Education Consortium (HCGEC). Each member institution is an affiliate of, or sponsored by the Congregation of Holy Cross, including Holy Cross College, King’s College, Saint Edwards University, Saint Mary’s College, and Stonehill College. The purposes of this affiliation are to provide quality overseas study abroad programs to students from member institutions, promote
student interest in the global education programs and services of the member institutions, develop new programs in locations where there currently exists a strong presence by the Congregation of Holy Cross, and to share faculty and staff resources. Students applying for these programs may apply for the CWIL Student Travel Grants. 
https://cwil.saintmarys.edu/holy-cross-global-education-consortium-program

Non-Saint Mary’s Programs

Saint Mary’s allows students to attend non-Saint Mary’s semester or summer study abroad programs if there is a particular place that interests you. The Global Education Office can assist you in finding an accredited program to take you there. However, you should check the current procedures and policy on “Leave for Non-Affiliated Abroad Programs”. The non-Saint Mary’s programs need to be approved by the Global Education Office and the Academic Affairs Office. 
https://cwil.saintmarys.edu/global-education-/study-abroad/frequently-asked-questions
IV. Institutional Resources at Saint Mary’s

Global Education Office, CWIL

The Global Education Office (GEO) of CWIL is located on the first floor of Spes Unica Hall on campus. It strives to prepare all Saint Mary’s students to be globally competent women by extending global learning and interaction with diverse cultures beyond campus borders. This is accomplished through

- A variety of semester Study Abroad Programs, exchange programs, internship programs, and faculty-led short-term programs in Asia, Africa, Australia, Europe, and Latin America
- A Student Travel Grant fund and study abroad scholarship advising
- Study abroad plans for each major developed with academic departments
- Support for curriculum internationalization
- International visiting scholars
- Services for International Students and Scholars
- Promotion of campus internationalization through events such as the International Education Week Celebration
- The GEO Advisory Committee in charge of overseeing the quality and safety of the programs and approving new programs.

Link to the Global Education Office website: https://cwil.saintmarys.edu/global-education

Study Abroad System and Services

- StudioAbroad – the study abroad application software and management system
- Study Abroad advising through Global Education Office, program coordinators, academic advisors, and the Academic Affairs Office
- Study abroad scholarships advising through GEO
- Faculty support – Each program has a faculty coordinator or director.
- Global Education Programs brochure and individual program brochures
- Pre-departure orientation provides students with information on
  - campus errands and packing
  - international health insurance
  - emergency contact information
  - health and safety issues
  - gender, race/ethnicity and study abroad
  - global competence
  - cultural shock and adjustment
  - intercultural learning and interaction strategies
- Health and Safety
  - Health Form
  - HTH international insurance offered by the College
- Registration with the State Department Smart Traveler Enrollment Program
- Crisis management team and plan – campus emergency contacts, Security Office, Student Affairs Office, Global Education Office

- While abroad services – a one-credit online course on Intercultural Engagement through Study Abroad (ICS 250), care packages
- Re-entry event – reflection and career development strategies
- Program evaluation – follow the standards of good practice developed by the Forum on Education Abroad for quality assurance
- Global education events – annual international education week celebration, intercultural learning showcase, study abroad fairs and info sessions, photo/video/essay contests, Passport Photo Day (FREE photo shoot for students and parents)
- Study abroad and intercultural leadership library
- International Education Practicum at the Global Education Office (for Global Studies major - International Higher Education Administration Concentration)

- Institutional administrative support:
  - Academic Affairs Office (course advising and approval, Academic Guide)
  - Admissions Office (prospective students advising, Academic Open House, GEO study abroad invitation letter to accepted students)
  - Business Office (budget and agreements)
  - Disabilities Resource Office (support)
  - Financial Aid Office (scholarships and financial aid)
  - Global Education Office, CWIL (study abroad management)
  - Health Clinic (health form and orientation on health issues)
  - Marketing and Communications Office (program promotional materials)
  - Registrar’s Office (transcript, Bulletin)
  - ResLife Office (housing and educational records)
  - Security Office (crisis management)
  - Student Account Office (payments and food stipend)
  - Student Affairs Office (crisis management)

**Peer Advisor Program**

Saint Mary’s College offers 31 study abroad programs and provides one or two peer advisors for each program. Their mission is to support students who are interested in going abroad, who are abroad, and who have returned from studying abroad. The study abroad peer advisors help promote the programs, share their experiences with students who are interested in studying abroad, and help with study abroad and international education events on campus. All students can reach the peer advisors through e-mail. The peer advisors have also created many social media platforms to connect further with the Saint Mary’s community, such as Facebook pages
and an Instagram account. Study abroad returnees, especially students with diverse backgrounds, are welcome to apply for these volunteer positions.

Link to Peer Advisors’ information: [https://cwil.saintmarys.edu/study-abroad-peer-advisors](https://cwil.saintmarys.edu/study-abroad-peer-advisors)

**Study Abroad Scholarships and Grants**

The CWIL Student Travel Grants provide funding to encourage students to participate in international education. By participating in an international program of study which emphasizes intercultural engagement, grantees will enhance their own learning and enrich the College environment with new connections and perspectives.

The Global Education Office administers the following student travel grants to support Saint Mary’s summer programs and students’ independent research abroad. Students who have financial need based on the current FAFSA on file are qualified for the grants. The applicants may download the application form online. The annual application deadline is February 1. [https://cwil.saintmarys.edu/student-travel-grants](https://cwil.saintmarys.edu/student-travel-grants)

- Independent Student Travel Grant
- Student Travel Grant for a Saint Mary’s Summer Program
- Grants for Study Abroad on the England (Oxford) Program
- Humanistic Studies Department Study Abroad scholarship

**V. External Scholarships and Resources**

The Global Education Office offers information on external resources and helps students apply for external study abroad scholarships. Information sessions on the following study abroad scholarships and resources are offered at the beginning of each semester. Dr. Alice Yang, the Assistant Director for Global Education, is the Campus Representative for some scholarship programs and has served on the national review panels of Gilman, Boren, Critical Language, and Fund for Education Abroad scholarships. She helped more than 10 Saint Mary’s students win the federal Gilman Scholarships ($5000-$8000 per semester and $3000 for summer programs) and two other students were selected as finalists for the prestigious Fulbright U.S. Student Program.

- **Benjamin A. Gilman Scholarship** ([http://www.iie.org/programs/gilman-scholarship-program](http://www.iie.org/programs/gilman-scholarship-program))
- **Boren-National Security Education Program** ([https://www.borenawards.org](https://www.borenawards.org))
- **Critical Language Scholarship Program** ([http://clscholarship.org](http://clscholarship.org))
- **Fund for Education Abroad** ([http://fundforeducationabroad.org](http://fundforeducationabroad.org))
• Diversity Network Summer Scholarship (http://www.diversitynetwork.org/scholarships)
• Fulbright U.S. Student Program (for seniors and recent graduates) (http://us.fulbrightonline.org)
• IIEPassport Study Abroad Funding website (http://www.studyabroadfunding.org)

Many scholarships give preference to students with diverse backgrounds. It is one of the selection factors that most scholarships programs would consider, for example, the Gilman Scholarship, Fund for Education Abroad, and the Diversity Network scholarships.

The Gilman Scholarship Program aims to support a diverse range of students who have been traditionally under-represented in education abroad, including but not limited to:

• Students with high financial need;
• Students from diverse ethnic backgrounds;
• Students going to non-traditional countries, especially those outside Western Europe, Australia, and New Zealand;
• Students from a diverse range of institutions, including community colleges, historically Black colleges and universities, tribal colleges, Hispanic-serving institutions and other minority-serving institutions;
• Students with disabilities;
• First generation college students; and
• Students in underrepresented fields of study, especially the STEM fields (Science, Technology, Engineering and Mathematics).

The Fund for Education Abroad was established in 2010 to expand access to study abroad. Applicants from groups underrepresented in study abroad and those destined for non-traditional locations are given preference in an effort to make the demographics of U.S. undergraduates studying abroad reflect the rich diversity of the U.S. population. Funding amount: up to $10,000 (Academic Year); $5000 (fall/spring semester), $1250 minimum (summer). Preferences:

• Academically rigorous and immersive study abroad program
• Study of the host country language (if not English)
• Study Abroad program with a sustainable service-learning/volunteering component
• Non-traditional destination
• Student demonstrates financial need
• FEA strongly encourages students to apply who represent a group that is traditionally underrepresented in education abroad. Those groups include, but are not limited to:
  - Minority students
  - First-generation college students
- Community college students
- Students with disabilities
- Veterans
- Returning learners

Diversity Network Summer Scholarship offers summer scholarships in the amount of $1000 for full-time students attending a member institution. Applicants must be full-time undergraduate or graduate students at a university or college that is a member of the Diversity Abroad Network. Economically disadvantaged students, African-American/Black, Asian, Hispanic/Latino, multiracial/ethnic or Indigenous/Native-American, students with disabilities and first generation college undergraduate students are strongly encouraged to apply. Saint Mary’s College is now a member of the Diversity Abroad Network, therefore students with diverse backgrounds may apply for its scholarships.

VI. Tips for Study Abroad Planning and Application

- Visit the study abroad programs website and learn more about all the programs
- Attend as many study abroad info sessions and events as you can
- Visit the Global Education Office of CWIL and speak to the staff
- Consult with your academic advisor and plan early
- Talk to your parents to get their support early
- Connect with peer advisors through e-mail or phone
- Speak with peers and friends who have returned from study abroad
- Visit the Facebook pages made for each program
- Learn more about the host country
- Visit the Financial Aid Office if you are not sure about your status
- Apply for your passport early if you do not have one
- Apply for the institutional and external scholarships if you are qualified
- Follow the instructions for each step of your application
- Compare the summer program cost and make sure you know the total cost of the program
- Use the budget worksheet on the next page for your study abroad planning
**STUDY ABROAD BUDGET WORKSHEET:**

Cost for Academic Credit (tuition): $__________

Additional costs for the Program: $__________

________________________________________________________________________

TOTAL amount: $__________

The below budget worksheet is a tool to assist you in planning & estimating the total expenses.

<table>
<thead>
<tr>
<th>ITEM:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item: Tuition</td>
<td></td>
</tr>
<tr>
<td>Item: Travel &amp; Transportation</td>
<td></td>
</tr>
<tr>
<td>Item: Immigration Documentation</td>
<td></td>
</tr>
<tr>
<td>Item: Books and Supplies</td>
<td></td>
</tr>
<tr>
<td>Item: Meals</td>
<td></td>
</tr>
<tr>
<td>Item: Room</td>
<td></td>
</tr>
<tr>
<td>Item: Insurance</td>
<td></td>
</tr>
<tr>
<td>Item: Other</td>
<td></td>
</tr>
</tbody>
</table>
VII. References for Diversity Abroad

Videos

Diversity Abroad | Study Abroad and Identity. Video by Diversity Abroad. (https://www.youtube.com/watch?v=H_6c04iG2Y4)


Literature


Get Ready, Get Set, Go! Fund Your Study Abroad (2006) by Arlene Snyder, NAFSA. (http://www.nafsa.org/Resource_Library_Assets/Publications_Library/Get_Ready___Get_Set___G O!___Fund_Your_Study_Abroad). Available at the Global Education Office, CWIL.


Students of Color and Study Abroad by Gayle Woodruff, Thuy Doan, Joe Hoff, Ricky Hall, Patrick Troup, & and Ruby Hernandez. (http://umabroad.umn.edu/assets/files/PDFs/ci/MSAG/studentsOfColorStudyAbroad.pdf)


Top 10 Reasons for African American Students to Go Abroad by Scarlett Craig. Available on Transitionsabroad.com (http://www.transitionsabroad.com/listings/study/articles/studyjul1.shtml/)

Websites:

All Abroad.us (http://allabroad.us)

Diversity Abroad (www.diversityabroad.com)
A website which offers a portal to find resources such as articles, destination guides, personal testimonies, and scholarships for students and parents.

Diversity Network (www.diversitynetwork.org/)
Check out their blog “International Education Diversity & Inclusion Blog"