

University/College – Based Program Site Evaluation Instrument

Purpose of This Instrument

Increasing numbers of Iowa State University students are looking for educational experiences abroad. While we welcome this interest, there are responsibilities that accompany the provision of study abroad experiences. We need to be mindful that study abroad is an educational endeavor that must be at least as academically rigorous as courses taught on campus. Further, we need to realize that, when our students study abroad, we assume greater responsibility for their welfare than is the case when they remain on campus. It is therefore imperative we understand the environment in which we place our students and how this will impact the quality of instruction and the health and safety of participants.

Instrument Design

Given that there really is no one model that adequately describes all study abroad program permutations, there may be sections of this instrument that are not applicable to your program. What follows is a series of questions that should be used to guide you through the variety of educational, logistical, and facility questions you need to consider. Further, you are encouraged to visit a number of institutions so that you are able to identify the university or college that best meet the demands of your program design. While costs are important, they cannot be the sole consideration in the selection of an institutional partner or housing facility, etc. Consequently, many of the questions provide you with the opportunity to comment and to rate the various options you have investigated.

Keep Records

Take good notes of the places you have visited and also take photographs. You will find these to be helpful as you further consider your options when you return to campus. Photographs are particularly useful to both jog your memory and to help students visualize the locations they will see as participants in your program. Digital photos are especially flexible since you can use these images in a variety of ways that can help you promote your program (website, photo attachments to e-mails, etc.). Students will also be interested in living expenses that are not covered by the program fee, so check out the cost of items that students will possibly need or want while abroad and, if possible, identify those items difficult for them to obtain.

Note: This is a Microsoft MSWord document. It is formatted using the “Form” feature and is currently in the “locked mode”. If you wish to edit the document scrolling to “View” and clicking on “Form” on the pull down menu will reveal a toolbox. Clicking on the lock icon will enable you to edit the document.

University/College - Site Evaluation

Name of University/College:		
Host country:		
Contact person:	Position:	
Address:		
Telephone:	Fax:	E-mail:
Expected number of student participants:		
Length of program (semester, year, etc.):		

Student Learning Environment

a) Program Site

Where will the program be based (e.g., local university, language institute, etc.)?

Describe the institution and its facilities (public/private, old/new, location within city):

If applicable, how does this institution fit into the system of higher education in the host country?

If applicable, how does this institution compare with other similar institutions (e.g., educational level and reputation of faculty, facilities, scope of courses taught)?

What are the qualifications of faculty and availability of local “experts” that might be utilized by your program?

Describe library facilities (number of volumes, special collections, hours, etc.):

Describe classroom facilities:

Program Site
Overall rating

Low

High

1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>
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b) Support Services

How many American students attend the institution and how many staff in the International Office or other coordinating department have responsibility for these students? Are there sufficient support staff to handle the volume of study abroad students the institution currently receives in addition to the number of students Iowa State may send?

With what other U.S. institutions does this university/college have agreements that involve U.S. students? Do you sense that an agreement with Iowa State would be one that is valued or just another to add to the collection?

Do you sense that support staff are willing and able to be effective advocates for our students if the need should arise?

Support Services
Overall rating

Low

High

1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>
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Student Living Environment

a) Location

Describe the host city (e.g., population, geography, primary industries/businesses, cultural resources) and surrounding area that students might wish to visit.

How difficult or easy will it be for students to move around the city and other parts of the country?

Are there areas of the city students should avoid?

What cultural, physical, and social attractions does this location offer our students?

Location
Overall rating

	Low					High			
1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>

c) Health Care

What type of health care system does the host country have? Is health care easily accessible? How do costs compare with those in the U.S.?

What specific health issues should students be aware of when going to this country and this particular region of the country?

What health care facilities are available to our students?

What mental health/counseling services are available to our students?

Is it possible to obtain a list of English-speaking doctors, dentists, and mental health professionals?

What access do students have to common over-the-counter and prescription drugs and to contraception methods?

Health Care
Overall rating

	Low								High
1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>

d) Personal Safety

What safety issues do students need to be aware of in the host country?

Are there special concerns for women?

What are the customs and laws governing the use of alcohol and recreational drugs?

Personal Safety
Overall rating

	Low								High
1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>

e) Access for Students with Disabilities

What is the general cultural response to persons with disabilities?

Can a student who uses a wheelchair expect to get around reasonably well?

Are sign language interpreters available for the hearing impaired and is assistance available for students who are visually or physically challenged?

Is there a disability services officer at the host institution and, if not, what local resources are available?

Given the nature of your program, what reasonable accommodations can be made for students with physical challenges or learning disabilities?

Student Access
Overall rating

	Low								High
1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>

Immigration Information

What type of visa is required, and how is it obtained?

Site Advantages:

Site Disadvantages:

Institution
Overall rating

	Low								High
1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>