

University of Pittsburgh
Study Abroad Office
Study Abroad Program Site Visit
Review and Report Worksheet

Institution or Program Provider & Location:

Program Website:

Reviewer(s):

A. Academics

What is the language of instruction? If the program is in a non-English speaking country, does it require that students take host country language courses or regular courses taught in the host country language?

Does the program include a preliminary session or academic orientation? If so, please describe it. Is it credit-bearing and indicate how many credits are earned.

Indicate type of courses offered:

(In each instance, note the language of instruction, if different from the first question above)

_____ *Program center courses*

_____ *Special courses for international students at the university*

_____ *Integrated with Regular university courses – is this required or optional?*

(Provide basic information about the university, such as size, founding year, specialties, and anything else that is particular about that university and perhaps why the program choose to affiliate with this particular university?)

What do most students study on this program? Does the program specialize in a particular field or discipline?

For program, special, or regular university courses, please note the following for each:

1) Where are these courses held?

- 2) *Who teaches the courses? Local university professors? If not, do the instructors have Ph.D.'s or other academic teaching credentials? (Request a list of current professors, with CVs, plus course syllabi.)*

- 3) *What is the teaching format (lectures, seminars, tutorials, field study, etc.)? What is the typical student-to-teacher ratio? How structured are the courses, and how much will students be responsible for doing independent work?*

- 4) *How are the students normally assessed in these courses?*

How many courses do students take each semester?

What is the credit range for each semester?

Are internships, field studies, or internships offered? Describe.

Do students stay for the entire semester/term, or does the program's semester/term end before university classes end? If study abroad students miss some classes, approximately how many hours do they miss?

Do they take the same final exams or assessments as host national students, at the same time? If not, please explain.

B. Support Services

What services does this program offer on site (resident director, psychological counseling, academic advising, disability services, housing, dining, guided excursions/field trips, etc.)?

Describe the program's orientation program or session. What topics are covered?

What are their health and safety policies? Is there a crisis emergency plan?

Is Student Health Insurance included? Medical Evacuation & Repatriation?

C. Housing Services

What are the housing arrangements (host families, apartments, residence halls)?

If students live in residence halls or apartments, with whom do they live (other program or American participants, international students, host country students)?

If students do a homestay, how much contact do they have with their host family? How are homestays chosen, monitored and evaluated? Will they be the only international student in the home, or will there be others with them?

If there is a problem with a housing situation, how does the program handle it?

How long is the typical commute to school and what is the typical mode of commuting? Are there any commute or neighborhood safety concerns for students?

D. Any Other Special Features of the Program

E. Program Evaluations or Reports Available (if yes, list and provide summary of overall evaluation)

F. Past Participant Evaluations (*preferably over several semesters; provide summary*)

G. Other Sending Institutions

What are the biggest sending institutions (other universities/colleges)?

(The Study Abroad Office will contact the institutions to find out what their experiences have been with the program)

H. Possible Concerns for Pitt, if any:

I. Faculty Feedback

What do faculty from relevant Pitt departments think about this program?

Program & Contact Information:

Rationale for Affiliation:

Program Cost: Semester:

Year:

A. Logistics

*Brief History & Description of Current Operation & History of the Program
(location, # staff, etc.)*

Approximately how many students participate in this program each semester? If full year is an option, how many students generally participate for the full year?

Where are these other students from (U.S., other countries, host country)? For U.S. students, list top 3-5 home institutions.

The Application

What does the application involve?

What prerequisites are there (GPA, language, others)?

When is the application deadline?

Does the program tend to fill up?

Information regarding the on-site staff (#, titles, background, responsibilities, amount of years they've been in their positions)