



**STUDY ABROAD PROGRAM**

**STUDENT GUIDE**

**2025-2028**

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## Welcome to the Study Abroad Program

The Study Abroad Committee is excited that you are considering participating in one of Ocean County College's Study Abroad programs. Studying abroad is a unique opportunity to broaden your horizons, challenge yourself, and experience learning abroad. Our Travel Seminar courses are designed to combine academic study and experiential learning inside and outside the classroom. Students can earn college credit for the course. Whether this is your first time traveling internationally or you are an experienced traveler, we are here to support you every step of the way. This guide will provide you with general information about the program requirements and expectations.

## Purpose of the Study Abroad Student Guide

This *Study Abroad Student Guide* provides students with essential information about Ocean County College's Study Abroad programs. All topics included in this guide will cover the requirements and expectations for the Travel Seminar course experience.

Travel Seminars combine academic study with international travel, offering students the opportunity to engage with course content in a global context. These courses are typically offered during the Spring and Summer academic terms.

The guidelines and procedures outlined in this guide are intended to:

- Help students understand the academic benefits and expectations of a Travel Seminar course
- Provide clear information on student eligibility requirements, financial obligation, and student conduct responsibilities
- Provide instructions on the application process, travel registration, and required documentation
- Provide an overview of health and safety preparedness

## Study Abroad Academic Benefits

Studying abroad is one of the most enriching and rewarding learning experiences available to students. Travel Seminars provide unique opportunities for firsthand immersion in world cultures within a structured academic framework. By participating, students can:

- *See the World, See Differently:* Explore new places, meet new people, and gain fresh perspectives on how others live, think, and learn.
- *Boost Your Confidence:* Step outside your comfort zone to grow more independent and self-assured.
- *Immerse Yourself in Culture:* Move beyond the classroom—taste the food, hear the music, practice the language, and experience the history of another country firsthand.

- *Build Global Skills:* Strengthen leadership, teamwork, and cross-cultural communication skills valued by future employers.
- *Earn College Credits:* Complete a 3-credit course under the guidance of experienced and dedicated OCC faculty while experiencing the world.
- *Make Lasting Connections:* Build friendships with classmates and locals that may last a lifetime.

## Travel Seminar Course

The Study Abroad Program is directly affiliated with a Travel Seminar course, which integrates academic study with a short-term international travel experience. The international component of the course does not exceed two weeks. This structure provides students with a unique opportunity to engage with course content through experiential learning while abroad. Travel Seminar courses are offered in both face-to-face and online formats during the Spring and Summer academic terms.

All Travel Seminars are credit-bearing courses and must follow the official course descriptions approved for each discipline. The current Travel Seminar courses are offered through the academic schools of Business and Social Science, Arts and Humanities, and STEM, as listed below:

- ANTH 240: Cultural Studies
- HUMN 252: Study in Humanities
- SCIE 129: Travel Seminar in Global Science

Students are required to actively participate in the course during the academic term in which it is offered. Furthermore, attendance of the Pre-Orientation component of the course is mandatory. In addition, students are expected to engage in all class sessions scheduled before, during, and after the travel portion of the course. Students enrolled in the course(s) will be assessed on the learning objectives through learning activities including assignments, presentations, and examples of sharing their experience. The course requirements will be stated in the official course syllabus within Canvas.

## Student Eligibility

Participation in the Study Abroad Program requires students to meet specific academic, conduct, and procedural standards to ensure they are prepared for the academic rigor, responsibilities, and safety requirements of international travel.

- **Academic Requirements:** To be eligible for participation in a Study Abroad Program and to register for a Travel Seminar course, students must have a minimum cumulative GPA of 2.0 and must have been enrolled part-time or full-time in a previous term.
- **Student Conduct Review:** To be eligible for participation in a Study Abroad Program, each applicant must undergo a review by Student Affairs to confirm their student conduct record is in good standing.

## Student Application and Required Documents

A Student Application must be completed and submitted along with a copy of the student's passport and U.S. health insurance card (if applicable). Please note that no other forms of identification will be accepted. It is essential to ensure your passport is valid for the travel duration and meets the host country's entry requirements.

Faculty Leaders will review applications in accordance with the established eligibility requirements. Once approved, students will receive authorization to register and pay for the course.

For detailed information on passport requirements, please visit the U.S. General Services Administration website at <https://www.usa.gov/passport>.

## Tuition and Fees

Students are required to pay tuition and fees as determined by the College's Board of Trustees, with the understanding that these costs are subject to change. Support for registration, financial aid, advising, and other student services is available to assist students. For additional information, please call the HUB at (732) 255-0482 or Email: [hub@ocean.edu](mailto:hub@ocean.edu).

## Ocean County College Foundation Scholarship

The OCC Foundation supports the Study Abroad Program by providing financial assistance to approved students, helping to offset the cost of the Travel Seminar course. Students may apply for a Travel Seminar Scholarship through the Foundation to be considered for financial support. Students should contact the [OCC Foundation](#) for scholarships available and requirements.

Applying for a scholarship does not guarantee that an award will be granted. Students who receive scholarship funds must complete all course requirements and remain in good standing. Failure to meet these expectations—including violation of the Student Code of Conduct or failing the course—may result in the requirement to repay the scholarship award in full.

## **Student Conduct**

All Ocean County College (OCC) policies regarding student conduct apply while traveling abroad. Any violations may result in disciplinary action, including probation or suspension. In such cases, no refunds will be issued for tuition, housing, travel, or other related expenses.

Also, any participant who leaves a Travel Seminar destination early, whether voluntarily or due to disciplinary action, will be responsible for arranging and funding their own transportation home. Students who have received financial support from the OCC Foundation and violated the OCC Code of Student Conduct will be required to repay those funds.

## **Pre-Departure Orientation**

All students enrolled in a Travel Seminar course are required to attend the Pre-Departure Student Orientation sessions. The orientation sessions are held after the minimum enrollment of participants (15) has been met, and students have registered and paid for the course. The sessions prepare students for both the academic and travel components of the course.

Orientation topics include, but are not limited to:

- Course expectations and requirements
- Travel coordination and documentation
- Health and safety planning
- Financial planning and currency exchange
- Insurance coverage
- Packing tips — Do's and Don'ts
- Communication while abroad
- Cell phone carrier information and international usage
- Recommended travel apps
- The Buddy System
- Crisis management procedures
- Centers for Disease Control (CDC) Travel Health Notices

## **Health, Safety, and Emergency Preparedness**

The health and safety of our students is our top priority. Prior to international travel, faculty will provide students with a comprehensive overview of health, safety, and emergency preparedness during the Pre-Departure Orientation class meeting(s). These topics will be integrated into the course curriculum and addressed in depth throughout the course.

As part of the application process, students will complete a detailed medical questionnaire to provide information in the event of a medical emergency. The college does provide limited medical health insurance while abroad internationally. This coverage does not extend to any personal travel before or after program dates.

For specific information regarding policy coverage, limits, and exclusions, please contact the OCC Purchasing Department at [apec@ocean.edu](mailto:apec@ocean.edu).

### **U.S. Embassy Consular Office Registration**

All Travel Seminar participants are required to register with the U.S. Embassy Consular Office. This can be done by registering in the U.S. State Department Smart Traveler Enrollment Program (STEP). This free service allows the Department of State to contact enrollees accurately and quickly in case of emergency. STEP can be accessed via the web; <http://travelregistration.state.gov>

### **Disclaimer**

All information in this guide is subject to change. Additional information about the Travel Seminar expectations and requirements can be found in the official Canvas course.

The College reserves the right to cancel a Travel Seminar course for any of the following reasons:

- Low enrollment
- Transportation issues
- Other extenuating circumstances

Trip cancellation decisions will be made on a case-by-case basis. Changes in the safety status of the host country may result in postponement or cancellation of the proposed Travel Seminar course. This decision is at the college's discretion.

For additional information or questions on the Study Abroad program please visit our website at [Study Abroad at OCC](#) or send an email to; [StudyAbroad@ocean.edu](mailto:StudyAbroad@ocean.edu).

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