

**The Forum on Education Abroad
Standards of Good Practice
[Abbreviated version prepared by IU Office of Overseas Study]**

1. MISSION

Org has a mission statement for its operations and its individual programs

2. STUDENT LEARNING AND DEVELOPMENT

Org has review processes for assuring that its programs accomplish their stated educational purposes

- a. fosters inter-cultural understanding
- b. encourages development of language and/or intercultural communication skills
- c. fosters discipline-specific learning outcomes appropriate to the curriculum
- d. provides opportunities that encourage student development
- e. provides language development opportunities appropriate to mission of the program

3. ACADEMIC FRAMEWORK

Org maintains policies on academic matters related to education abroad

- a. has clearly stated policies on registration, w/d, awarding of credit
- b. provides a challenging program of study
- c. internships and field opportunities have appropriate supervision
- d. advises students in collaboration with home campus adviser
- e. fosters integration of student learning with requirements and learning at home institution
- f. encourages student to plan for degree progress
- g. provides program selection advising that takes into account student career goals and interests

4. PREPARATION FOR THE LEARNING ENVIRONMENT ABROAD

Org provides advising and support consistent with the program mission and needs of students

- a. provides advising support to meet changing student needs
- b. provides support for students returning from abroad
- c. program provides language development opportunities appropriate to mission of program

5. STUDENT SELECTION AND CODE OF CONDUCT

Org maintains its commitment to fair and appropriate policies regarding student selection and conduct

- a. recruitment and selection processes are open and fair
- b. makes explicit its student code of conduct and disciplinary processes

6. POLICIES AND PROCEDURES

Org has policies and procedures that govern its education abroad programs and practices

- a. has policies that govern education abroad programs
- b. has policies with respect to personnel issues
- c. is committed to and implements a developmentally-appropriate academic advising model
- d. practices open, accurate and honest communications
- e. follows ethical practices in marketing
- f. provides assistance concerning internal and/or external financial aid
- g. provides adequate administrative support for programs and students
- h. has formal review and evaluation process

7. RESOURCES

Org provides adequate financial and personnel resources to support its programs

- a. faculty members have qualifications, knowledge and level of engagement to support curriculum and learning environment, inside and outside classroom
- b. program staff have qualifications, knowledge and level of engagement to administer program and provide advising/support services to promote development, learning, health and well being of students
- c. devotes adequate financial resources to program
- d. has adequate facilities as appropriate to host environment and culture
- e. provides students with or helps them gain access to appropriate housing

8. HEALTH, SAFETY AND SECURITY

Org maintains effective health, safety, security and risk management policies, procedures and training

- a. ensures continuous attention to safety and security issues
- b. ensures continuous institutional attention to health issues for students, faculty, staff
- c. maintains adequate insurance policies and conducts risk-management programs
- d. have adequate and defined emergency communications plans

9. ETHICS AND INTEGRITY

Org adheres to the ethical principles and practices of education abroad

- a. operates its programs in accordance with ethical principles
- b. conducts its affairs and advises students in an ethically responsible way
- c. acts with consideration and respect toward the ethics and culture of other countries

Queries are available that flesh out these standards and they are also linked to resources from a number of organizations and institutions.

For full standards and accompanying queries, see: <http://www.forumea.org/standards-standards.cfm>