

Group Study Abroad Program Final Report

Guidelines: All Program Directors are asked to prepare and submit a short final report to the Education Abroad Committee (EAC) upon completion of their program. These reports should provide basic information about the program and should identify both successes and challenges. Reports must be submitted electronically to Susan Posch (scposch@iastate.edu) for distribution to the EAC according to the following timetable:

- Short-term programs (five weeks or less): 60 days following completion of program
- Summer programs (six weeks in length or longer): October 1
- Fall semester programs: March 1
- Spring semester programs: July 1

The EAC may share useful feedback from your final report with other units on campus (e.g., Purchasing, Risk Management) in an attempt to improve processes and services related to study abroad. The EAC will not share your report, in whole or in part, with participants or prospective participants in your program. If you do not want any part of your report shared with relevant units on campus, please check this box:

I. GENERAL INFORMATION

Program title:			
Country(s) and location(s):			
Sponsoring department(s)/college(s):			
Program Director(s):			
Date class abroad began:		Date class abroad ended:	Number of participants:
Brief program description, including URL:			

II. ACADEMIC ISSUES

How were learning outcomes achieved?	
Where applicable, describe the effectiveness of services and/or programs provided by the host institution or service provider, including any teaching.	
Describe the quality and usefulness of the facilities (e.g., classrooms, computer access).	
Please share any suggestions you have regarding academic issues for future programs.	

III. NON-ACADEMIC ISSUES

Housing	
What type of student housing was provided? Please evaluate the quality.	
What type of Director housing was provided? Please evaluate the quality.	
Please indicate the name(s) of any providers you used for housing.	
Would you recommend any changes for future programs?	

Excursions/field trips

How were excursions arranged (Program Director, host institution, service provider, etc.)? Please indicate the name(s) of any providers you used for excursions.

What sites were visited? Were you satisfied with the excursions?

Would you recommend any changes for future programs?

Communication

What means of communication (phone, fax, e-mail) were available to Director and students? Were they adequate?

Would you recommend any changes for future programs?

Student issues	
Please assess the group dynamic. Where there any behavioral difficulties? If so, how were they handled?	
Do you have any recommendations on group management for future programs?	

Health and safety	
Explain any health issues specific to the program location that affected students and/or the Director.	
Explain any personal safety issues that affected students and/or the Director.	
If program participants used a specific health insurance or made use of a particular medical facility in-country, please identify these and indicate your level of satisfaction.	
What additional information would you provide on health/safety issues for future programs?	

IV. BUDGET

<p>How well did pre-trip budget planning match actual expenses? Please include any issues caused by fluctuating currency exchange rates.</p>	
<p>Are there any new types of expenses that should be included in future budget planning?</p>	
<p>Do you have any recommendations related to budget for future programs?</p>	

V. OVERALL EVALUATION OF PROGRAM

<p>How well were the program's goals and objectives met?</p>	
<p>Do you have any other general suggestions or recommendations for future programs?</p>	

VI. Please attach a copy of the program itinerary/schedule.