

gaborone botswana

arts and sciences / fall 2013



cīee

program handbook

CIEE Study Center at University of Botswana Gaborone, Botswana

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Part I: The CIEE Arts and Sciences Program in Gaborone

WELCOME TO YOUR ACADEMIC ENDEAVOR IN BOSTWANA!

Come discover the beauty and enchantment of Botswana! With a rich cultural history, breathtaking landscapes, and incredible biodiversity, Botswana is a wonderful country in which to study abroad. You'll have the opportunity to live and study alongside the best and brightest at the University of Botswana, to immerse yourself in the local culture, and to choose from unique courses focusing on Southern Africa. Living in Gaborone, a rapidly-developing city and center of commerce and politics, you will feel the pulse of one of Africa's most economically successful and stable countries. Stepping outside of Gaborone, you'll explore the spectacular natural wonders that have made Botswana famous. With the Kalahari Desert, the Okavango Delta, and numerous national parks within your reach, you can fuel your passion for adventure and exploration.

Botswana is roughly the size of France or Texas and is made up of mostly long stretches of flat empty spaces, low populated cities, and the Kalahari Desert. When one thinks of the country, images of elephants, lions, giraffes, and many exotic animals come to mind, as Botswana's tourist industry focuses mostly on safaris and wildlife preserves. Yet, despite the country's successful tourist industry, the economy is primarily supported through exports in coal, gold, methane, copper, and diamonds.

Botswana is still a young democratic country, having only achieved its independence in 1966. At the time, it was considered to be one of the 10 poorest nations in the world, with a bleak future and much of its youth migrating to neighboring countries for work and education. As mining developed and the government took joint control with De Beers over the four diamond mines, the country's financial situation quickly improved. Botswana is now considered to be one of the most successful examples of development and growth. The economy has exploded. Cell phones, the Internet, and consumerism have found their place in the culture and the educated youth are eager to welcome newer technologies.

With such large supplies of precious metals and gemstones, it should be no surprise that there is a growing gap between the rich and poor. In the major urban areas like Francistown, Gaborone, and Lobatse, one can find palatial homes, massive shopping centers, expensive cars, and well maintained roads. However, just outside in neighboring villages, one witnesses a rift between the two lifestyles. The villages have high unemployment and small homes built with raw materials and very little sanitation, electricity, or other modern conveniences.

Botswana's population of slightly over 2.0 million is young, with about 43% under the age of 15 and 50% living in the major urban areas. HIV/AIDS is widespread amongst the population. It is estimated that over 17% of the country's adult population is infected with HIV, marking it as the second highest in the world after Swaziland. The infection rate has increased so dramatically that the life expectancy rate dropped by more than 25 years between 1995 and 2005. With the assistance of the international community, the United Nations, the Merck Company Foundation, the Bill & Melinda Gates Foundation, and numerous grassroots organizations, the education, prevention, and treatment of HIV/AIDS has moved to the forefront. Today, more than 50% of the infected populations that can benefit from antiretroviral therapy are receiving treatment. The percentage is sure to only grow.

A Short History of Botswana

The skull of an 8 year-old girl, dating back 2.5 million years, was found less than 110 miles from Botswana's southern-most border. Stone Age tools have been found throughout the country suggesting that Homo erectus inhabited the region more than 500,000 years ago. It is estimated that Homo sapiens were first present more than 200,000 years ago and archeologists surmise that the ancestral Bushmen, the San, have lived in the region for more than 4,500 years.

Christian missionaries started to appear in the early 19th century, and by 1810 they had explored as far south as Kanye. Despite many of their deeply oppressive practices, they introduced foreign traders who spread a modern economy, new wealth, advanced medicine, education, and the country's first postal service. Prior to their independence, the Batswana lacked financial support from the

occupying British government and they relied heavily on the churches to educate their youth.

In the 1890s, attempts were made to incorporate Botswana into the Union of South Africa under the tutelage of the British South Africa Company but Kgosi (chief) Khama III, Bathoen, and Sebele went to Britain to protest against incorporation. They were aware of how brutal company rule was in places like Southern and Northern Rhodesia (Zimbabwe and Zambia) and they did not want to be subjected to the same treatment. Consequently, in 1895, Queen Victoria decreed that Botswana was to remain under the protection of the British Crown. Soon railways and the installation of the telegraph cauterized 20th century development.

The next development that had a significant impact on Botswana's future occurred in Cape Town, South Africa in the 1960's. Harold Macmillan's "Winds of Change" speech led to a peaceful and carefully negotiated deliverance of independence on September 30, 1966. Sir Seretse Khama was elected as the country's first leader under a parliamentary democracy and Gaborone became Botswana's capitol city.

Soon after independence diamonds were discovered and the present-day Botswana started to take shape.

Gaborone

Gaborone was selected as the capitol city of Botswana in 1966, after the country's independence. It is the largest city in the country with an estimated 250,000 residents. Gaborone's close proximity to Johannesburg, South Africa opens many opportunities for easy travel, technological advancement, and commercial trade. When Gaborone became the capitol, it was very small and mostly covered in brush. Its lack of "modern" infrastructure turned into an advantage as the city could be designed from the ground-up. Today, Gaborone is packed with office towers, shopping malls, and fast-food restaurants. For the most part, one can find any western amenity desired within the city of Gaborone.

The city houses embassies for Angola, France, Germany, Namibia, South Africa, the United Kingdom, the United States, Zambia, and Zimbabwe. Many more countries have embassies or consulates that are located in South Africa.

Gaborone is considered to be a very safe city with a low crime rate. Although uncommon, petty-crime does still occur and visitors and residents alike should use common sense practices during their stay.

Ethnic Identities

In Botswana, all nationals, regardless of ethnic identity, are called Batswana. About 50% of the population speaks Setswana, which is a national language. English is the official language, as well as the prevalent language spoken for business and governmental affairs. The Bakalanga is the second largest group and they tend to be more prevalent in Francistown than in Gaborone. Other ethnic groups in the country include Batawana, Bangwato, Banwaketse, Bakgatla, Basarwa, Baherero, and Bayeyi.

The oldest population is the Basarwa (often referred to as the "San" or "Bushman"). In early history, they were hunters and gatherers who adapted successfully to the harsh and dangerous living conditions of the Kalahari Desert. Today, the remaining 60,000 – 80,000 Basarwa are struggling for recognition and their share of the natural resources. The Basarwa can still be found living in the Kalahari and many tribes are protected and supported by the Botswana government. Although seen as an important part of Botswana's cultural identity that should be preserved, there is a movement to integrate them more into modern society through controversial relocation efforts.

CIEE STUDY CENTER AT THE UNIVERSITY OF BOTSWANA

CIEE Resident Director in Botswana

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Program Mailing Address

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Botswana

Your Host: The University of Botswana

The University of Botswana was established as the country's first institution of higher learning in 1982. The University's campus is the combination of two former universities: The University of Botswana, Lesotho, and Swaziland and the University of Basutoland, Bechuanaland, and Swaziland, both of which had campuses in Gaborone.

Currently there is a student population of approximately 15,000 and a staff of over 2,000, including over 800 academic staff. The University's vision is to be a leading academic center of excellence in Africa and the world. Its mission is to improve economic and social conditions for the Nation while advancing itself as a distinctively African University with a regional and international outlook. The University's values recognize a commitment to students, academic freedom and integrity, cultural authenticity, and internationalism. It is comprised of six faculties, a School of Graduate Studies, and five academic centers.

Academic Program

CIEE students enroll in:

- 1) CIEE Setswana language and culture practicum (runs semester-long)
- 2) 4-5 regular University courses at the University of Botswana (UB). Students are required to take at least 1 course that has a specific focus on Botswana or Southern Africa. Students may choose from courses in any faculties and departments for which they have the necessary prerequisites.
- 3) With prior approval from their university, students may *substitute* a for-credit CIEE Internship for one UB course.

CIEE students may also enroll in the 2-credit Seminar on Living and Learning in Gaborone.

This seminar is designed to improve students' intercultural communication and competence while studying abroad by considering how Botswana are different from and similar to themselves and others. The course offers opportunities, both in and outside the classroom, to develop insights and the skills necessary to interact effectively and appropriately, and to gain a better understanding and appreciation of the cultural richness of Botswana.

THE SEMINAR ON LIVING AND LEARNING HAS BEEN CANCELLED FOR FALL 2012, SPRING 2013, and FALL 2013.

Faculty

With the exception of the CIEE Language and Culture Practicum and the Seminar on Living and Learning (taught by your CIEE Resident Director, Mr. Kyle Turk), all courses are taught by University of Botswana Faculty. The highly qualified academic faculty of 827 is nationally and internationally recognized as experts in their fields. Of the 827 faculty, an overwhelming majority (between 60% - 70%) are not native to Botswana, and hail from other African countries such as Kenya, Zimbabwe, and South Africa.

Nature of Classes / Academic Culture

CIEE students are taught alongside University of Botswana undergraduates and are required to undertake a full program of courses, including all assignments and written examinations. **Students will notice striking differences between their home educational system and that of the University of Botswana.** UB's academic environment is part of the challenge of studying in Botswana. This system, following the British model, allows students greater responsibility and initiative in a less structured environment. Professors expect a great deal of individual study. Learning by memorization is the model most often used in classes. This entails professors reading from notes, or from books, with the expectation that students copy word for word their recitation. Most classes at UB are very large, thus making classroom interaction with the professor very rare. **To American students, direct-enroll courses at the University of Botswana may not be as demanding or engaging compared to their home institution.**

Teaching methods at the University normally involve a mixture of lectures, tutorials, seminars and, in the sciences, laboratory classes. Classes typically meet two to three times per week for lectures, but may have required supplemental tutorials, seminars, and/or labs. Lectures may involve as many as 100 students while tutorials and seminars will have smaller class sizes, ranging from 15 – 25 students.

The CIEE Study Center follows the University of Botswana calendar with an additional period of time for orientation at the beginning of the semester. The UB academic year is similar to the North American calendar; the fall semester runs from August to December and the spring from January to May. This differs from many other Southern African universities that operate on the Southern Hemisphere academic calendar. The UB system is geared toward the serious student who is motivated,

self-sufficient, and deeply interested in the subject matter.

Participants say...

Come with no preconceptions and an open mind. It is important to remember that even though people speak English here, it is still very different from the U.S.

Local Variations on CIEE Academic Policies

This section supplements information on CIEE's general academic policies contained in Part IV.

Grading System

Most courses at the University of Botswana utilize a continuous assessment model, which includes written assignments, projects, research exercises, essays, and written and oral examinations. Courses are assessed on a percentage scale, a letter grade (A – F), and a grade point.

Credits

Total recommended credit for the semester is 15-17 semester/22.5-25.5 quarter hours and 30-34 semester/45-51 quarter hours for the academic year. Most UB courses are 45 contact hours with recommended credit of 3 semester/4.5 quarter hours but may range from 2-4 semester/3-6 quarter hours and 30-60 contact hours per class. Hence our indication that you will enroll in 4-5 UB classes, depending on the suggested credit per course.

Cultural Activities and Field Trips

Students have the opportunity to participate in a variety of local and regional excursions. These may include visits to the Gaborone Game Reserve, the National Museum, the Kolobeng Ruins (the remains of David Livingstone's 1840 mission), the Jwaneng diamond mine, and the Kalahari Desert. A multi-day safari to the Okavango River Delta or Chobe National park is a highlight of the program each semester. More information about the planned activities will be shared during your onsite orientation.

Feel free to explore the visitor's section of Botswana's Official Website:
<http://www.gov.bw/en/Visitors/>

Previous students have visited a landfill to learn about solid waste management in Botswana. They have also visited the Botswana Meat Commission where they learned about food hygiene in light of the fact that Botswana exports most of its beef to the EU. Most of Botswana is desert that makes water

a highly priced resource and as such there efforts to recycle sewage water and students on this program have an opportunity to visit such facilities. The Jwaneng diamond mine gives our students an opportunity to learn about occupational and environmental health issues in Botswana.

Community Service Opportunities

There are numerous options for community engagement. These may include a Work-Camp Association (in which on-campus groups build houses in a two-week program); UB Human Rights Organization; SAHA (Students Against HIV/AIDS); Princess Marina Hospital (ideal for students in the health sciences); and the United Nations. CIEE participants are encouraged to participate and our Resident Staff is available to facilitate the process. Detailed information concerning the different organizations and projects will be made available and discussed during the on-site orientation.

Student ID

You will receive a student ID from the University of Botswana. Benefits of this ID can range from access to the library to reductions in museum fees, trains, etc.

An International Student Identity Card (ISIC) qualifies you for some discounts on buses that connect Gaborone-South Africa.

Housing and Meals

Students have two housing options: on-campus undergraduate residence hall or local homestay.

1) On-campus Residence Hall:

Housing: Students who choose the on-campus housing will share double rooms with local or other international students in an undergraduate residence hall. In the dorm rooms, you will have a single bed, blankets and a bed cover with some pillows, a chair and a reading desk, and a closet. Bathrooms and shower facilities are shared. There are bathroom and showers on each floor. The residence hall has limited internet connectivity. Internet on campus, especially in the dorms, is very slow and frequently breaks down. The University of Botswana is currently rolling out wireless and not all of the spaces including your dorms are covered yet. The dorms are located in close

proximity to the main cafeteria, the UB sports complex, and laundry facilities. For laundry, students can choose to buy tokens from the UB convenience store and use the washing and drying machines right across from the dorms. Alternatively, students can hand-wash from faucets in the dorms and drip-dry (hang-dry) their clothes. If you choose to drip-dry your clothes, you will need to stay with them as there have been cases of students missing their clothes. Since no one really has time to wait for clothes to dry - you are probably best off using the laundry facility!

Meals: Students can take their meals in the two dining halls on campus. You can choose to purchase a meal plan or purchase individual meals on a daily basis. **There are no cooking facilities in the residence hall but a small CIEE-provided fridge placed in one of the students' room that students can use.** Cooking in the residence halls is prohibited. Although there are a couple of malls within walking distance from UB with a variety of restaurants most of them are pricey which prohibits students from eating there on a daily basis. There are food vendors around UB but we usually discourage our students from buying from the vendors because most of them recycle food.

2) Homestay:

Housing: CIEE offers a limited number of homestays with local Batswana families. Students commute to and from campus on public transportation. Each student will have his or her own family to allow for that unique individual experience. Students who choose a homestay in Gaborone will be guaranteed a room to themselves that will come with a bed and bedding, a chest of drawers or a closet, a chair and a reading desk. As a significant member of the family, students will have access to the kitchen and the living room and other shared facilities. Students will be provided with breakfast and dinner Monday through Fridays and breakfast, lunch and dinner on weekends and public holidays. Students will also have that occasional snack in between meals. Students in homestays are expected to play their part by way of helping with chores such as making their own beds, washing

their own clothes, cleaning their rooms and sometimes the kitchen and living rooms, doing dishes, etc.

Students use public buses that are mini vans that are called '**combis**', each of which takes 15 people max per ride. Although the drivers often drive 'wildly', combis are very safe and reliable. You just need to budget your time because buses do not run on a schedule. The commute should take you between 30-45 minutes one way because combis wait until they are full to leave and they stop along the way dropping and picking up other people.

Host families are drawn from across the socio-economic spectrum and as such students choosing this housing option have different living conditions. For example one family will have a curfew while others will not!

Meals: Breakfast and Dinner are provided during the week by the host family, and three meals are provided on weekends. During the week, lunch will be your responsibility.

Campus Life

There are dances, plays, and other events as well as many activities that revolve around the active groups on campus. Opportunities exist to join clubs, music, theater, or art groups; to provide volunteer service for social organizations; to participate in athletics; and to attend lectures, discussions, and receptions. Sports such as soccer, swimming, diving, and tennis are popular. Local newspapers and news shows will keep you well-informed on international and local events.

DEPARTURE AND ARRIVAL

What should I know before I reserve my airfare?

When it comes to purchasing your airfare, there is no sure way of knowing whether or not you got the best rate. However, there are a lot of on-line tools that can assist you. The best advice anyone can give you is to do your research before purchasing your ticket. One website is not enough and oftentimes the cheapest ticket is not the one that is right for you.

The first thing to keep in mind is that airlines typically will not let you make a reservation nine months or more in advance. If you are studying abroad for the fall and spring semester, odds are that you will not be able to book your return ticket for the actual program departure date. Instead, you will have to look at purchasing a ticket that allows you to change your return ticket with little to no additional fees.

Nowadays, airlines typically will not allow their customers to fly into a foreign country on a one-way ticket. As some countries require visitors to show their return ticket in order to acquire visa, airlines have difficulty keeping track of certain requirements. In order to streamline their approach, most airlines simply will not allow a customer to board without purchasing a return ticket. **All students – including academic year participants - should therefore purchase a round-trip ticket.**

Past participants have found great rates on non-refundable tickets with the following companies www.sidestep.com, www.kayak.com, www.mobissimo.com, www.travelocity.com, and www.orbitz.com. Others have gotten creative when making their travel plans by purchasing their domestic tickets separately from their international tickets. It's possible that you will find a better rate at an international airport in a different part of the country. If you find a deal on a domestic flight to that city, it can potentially save you a significant amount of money.

Other participants have played around with the dates by arriving a day or two early. This is very tricky because participants who arrive early must make their own reservations for the extra nights they are in the host city and they must get from the airport to their hotel and then from the hotel to the Study Center all on their own. After doing all of this, some students find that they spend their airline savings on hotels and taxis. The key thing to remember is that you cannot arrive after the official

program arrival date, even if it's going to save you a lot of money.

How do I get there?

The cost of transportation to and from the program is not included in the CIEE program fee. Students must make their arrangements to arrive on the date and time indicated in the document titled *Program Dates, Details, & Arrival Information*. This document is posted on your MYCIEE account.

Those students whose arrival coincides with the indicated times will be greeted by the CIEE Resident Staff. Please look for a CIEE sign or flag when exiting the International Arrivals Terminal.

If you arrange your own transportation, you must time your arrival so you can meet the other program participants at CIEE's orientation site. Further information will be provided in the *Final Details Email*, which will be e-mailed to students approximately 30 days prior to the program arrival date.

Discount on Airfare

As a part of your program fees you will receive an iNext travel insurance card/student ID that allows a \$15.00 discount on flights costing \$100.01 to \$249.99 and a \$25.00 discount on flights costing \$250.00 or more when you purchase your airfare through Student Universe (www.studentuniverse.com). Simply type iNext into the Promo Code text box when you finalize your reservation. Student Universe is a travel agency that offers plane tickets at a reduced student rate. Aside from Student Universe's already discounted student fares and the iNext discount, most Student Universe tickets allow changes to the ticket for as little as \$50. If you have one of these tickets, you can make your plans to travel independently even after you have already arrived on-site. Your iNext card is valid for 365 days, and the code can be applied towards any two airfares purchased while you are covered by iNext.

What happens when I arrive?

Upon arrival, please call your parents to let them know you had a safe flight and that everything is going well. A brief phone call will relieve them of their worries. At this time you can also pass along exact information on how they may reach you. CIEE Resident Staff will assist you with this process. CIEE also advises that students leave their flight information with their parents prior to departure.

You will be met at the Sir Seretse Khama International Airport (airport code **GBE**) by the

Resident Staff and travel together by bus to the orientation site. If you travel independently, you are responsible for arriving on time for orientation.

If you plan to arrive in Gaborone before the start of the program, please contact your CIEE Study Abroad Advisor or CIEE Resident Director if you would like to arrange accommodations at the orientation hotel. However, any extra nights will cost extra. CIEE will only pay for your housing from the start of orientation/official arrival day.

Online Pre-Departure and on-Site Orientations

You will begin your study abroad experience in Botswana before even leaving home — by participating in a CIEE Online Pre-Departure Orientation. Meeting with students online, the Resident Director shares information about the program and site, highlighting issues that alumni have said are important, and giving students time to ask any questions before leaving home. The online orientation allows you to connect with others in the group, reflect on what you want to get out of the program, and learn what others in the group would like to accomplish. The CIEE goal for the pre-departure orientation is simple: to help students understand more about the program and site, as well as their goals for the program, so that they arrive to the program well-informed and return home having made significant progress toward their goals.

All students must arrive on-site by the arrival date and before the start of on-site orientation. It is required that all students attend both CIEE's and the University of Botswana's orientation. Participants should not plan to arrive after the official program start date (as stated in the document titled *Program Dates, Details, & Arrival Information*). If you are delayed en route to the orientation site, you must leave a message with the CIEE home office or with the Resident Director in Botswana as soon as you realize you will be late.

As orientation is a busy time for our students, this is not the appropriate time for family and/or friends to visit the site. Past participants who arrived with family and/or friends have stated that the transition was more difficult because they felt that they had to both entertain their visitors while fulfilling all of the orientation requirements. This added distraction made it more difficult to bond with their peers and to fully integrate themselves into the program.

The mandatory weeklong orientation session conducted in Gaborone at the beginning of the program introduces students to the city, country,

culture, and the academic program, as well as provides practical information about living in Botswana. Ongoing discussions and a re-entry workshop at the end of the semester are designed to help students with cross-cultural adjustment and adaptation.

Part II: Before You Leave Home

A LOT TO LEARN

Preparing for study abroad entails a lot more than just packing a suitcase. In fact, the thought and effort you put into preparing yourself will largely determine the success of the program you are embarking upon. At CIEE, we will do everything we can to provide you with the information you require prior to departure. But there is only so much we can do, and it is important for you to recognize your own responsibilities, which include:

- Thoroughly discussing your study and travel plans with your financial aid office, study abroad office, and academic advisor.
- Making any necessary arrangements for the following academic year, including housing, registration, and graduate school application. If you are a senior, be sure to make necessary arrangements for graduation.
- Reading all of the materials that CIEE has sent to you, including this handbook. Many of the questions that students ask are answered in this handbook.
- Doing additional reading about the region/country you will be visiting and the customs of the host culture. While you couldn't possibly be prepared for every new experience that awaits you, reading about the host country will give you a base of knowledge that will serve you well in the early weeks of the program. (Refer to the Reading List at the back of this handout for required and recommended reading.)
- Arriving at the program site with an open mind, a sense of adventure, and a positive attitude toward what lies ahead.

In addition to these required steps, there is a lot more we recommend you do to inform yourself before you go.

Get a Good Guidebook

Past participants recommend that you purchase a good guidebook and read a lot of it before you go. The *Lonely Planet* series is useful. Other guidebooks include the *Let's Go* and *Real/Rough Guide* series. *Insight* guides provide good background and cultural

information. Pay particular attention to sections on obtaining maps and other information from tourist offices, customs of the host country, currency exchange, telephoning home, safety, transportation, and general travel advice.

Tap Other Resources

Other good ways to learn about your new home:

- Check your college or university study abroad office for useful services and information.
- Seek out Botswana through cultural organizations, international student organizations, and Africa area studies departments or centers at your college or university.
- Surf the web. Many web sites, such as www.lonelyplanet.com, offer travel information, slide shows, and tips from other travelers.
- Check libraries for detailed information and keep yourself informed of current events through the news media.
- Consult the list of past program participants in your acceptance packet. They have agreed to be contacted about their experience. Some of their comments are interspersed throughout this handbook.

Check Travel Advisories

The U.S. government issues travel advisories and consular information for most countries. To receive updated information or advisories for Botswana and other countries you may be traveling to, go to the following website:

http://www.travel.state.gov/travel/travel_1744.htm
!

You can also get this info at any of the 13 regional passport agencies, by writing and sending a self-addressed, stamped envelope to the Citizens Emergency Center, Bureau of Consular Affairs, Room 4811, N.S., U.S. Department of State, Washington, D.C., 20520.

Be Informed about Home, too

It is important that you be well-informed about your own country, region, and home town. New friends and acquaintances in your host country will be just as curious about you as you are about them. Be prepared to discuss your home political system, culture, traditions, history, holidays, geography, and social structures.

Participants say...

Learn as much as you can before you come here. Be prepared for culture shock; be prepared to be independent.

ESSENTIAL DOCUMENTS

When preparing to travel and live abroad, it is essential that you obtain all the proper documents prior to your departure. CIEE cannot accept responsibility, financial or otherwise, for a student who travels without the proper documents.

Passports

The passports of all travelers entering Botswana must contain at least two clean (unstamped) visa pages at each time entry is sought. Otherwise, there is a very strong probability that the traveler will be refused admission. As a general precaution, all travelers are advised to carry a photocopy of the photo/bio information page of their passport and keep it in a location separate from the passport.

You are responsible for obtaining a passport prior to the start of the program. You must have a signed passport, valid for a minimum of six months after the date you enter Botswana or for the duration of your program plus any travel, whichever is longer. If you do not have a passport, apply for one immediately as the process can take several weeks or even months. If you already have a passport, be sure that it is valid for the required period.

Trap: Passport pitfalls

Under no circumstances should your passport be altered. Guard it carefully against loss or theft. Never pack your passport in luggage while traveling; it should be easily accessible at all times.

U.S. citizens applying for their first passports must apply in person at a passport agency or at one of the several thousand federal or state courts or U.S. post offices authorized to accept passport applications. Complete information can be found at the U.S. Department of State website ([Http://travel.state.gov](http://travel.state.gov)).

Applicants must present the following materials:

- 1) A completed Passport Application Form (DS-11)
- 2) Proof of U.S. citizenship (certified birth certificate, expired passport, certificate of naturalization, or consular report of birth)
- 3) Personal identification bearing your photograph and signature, (e.g., a valid driver's license)
- 4) Two recent passport-sized photographs
- 5) A check or money order the passport fee

Tip: Take a lost passport kit

It happens. So save yourself a major headache. Take with you two U.S.-produced passport photos, a copy of your birth certificate, and the face page of your passport. Keep this "lost passport kit" separate from your actual passport. Also leave one copy of the passport face page with your parents or guardian and give another copy to CIEE staff at the host site.

Visas

A visa is an endorsement or stamp placed in your passport by a foreign government allowing you to enter and stay in that country for a specified period of time.

US citizens do not require a student visa for Botswana but must be in possession of a valid passport. You must also bring a copy of your birth certificate with you to Botswana. This will be needed so that CIEE and UB can help apply for your residence permit on site. Although U.S. citizens are not required to have a visa while in Botswana, it is likely that they will need a visa to visit bordering African nations. If a student is planning to do any independent travel outside of Botswana, it is their responsibility to inquire with the appropriate embassy.

Non US-citizens should contact a Botswana embassy in your jurisdiction to inquire about applicable visa requirements for your citizenship. You may also contact Travia (a visa service company: www.travisa.com) who may be able to help find this information for you (Travia fees may be applicable). You should also call the nearest district office of the USCIS, (U.S. Customs and Immigration Service), for information on the documents necessary for you to leave and re-enter the United States. You must also bring a copy of your birth certificate with you to Botswana. This will be needed so that CIEE and UB can help apply for your residence permit on site.

CIEE strongly advises all students to be in possession of a round-trip or multiple trip ticket, essentially showing your intent to depart Botswana again. This is because some countries will not allow you to enter without proof of intent to depart again.

Documents for non-U.S. Citizens

If you are not a U.S. citizen, you should also check with your consulate for regulations regarding your stay in Botswana and reentry into the United States. You should call the nearest district office of the USCIS, the U.S. Customs and Immigration Service, for information on the documents necessary for you to leave and re-enter the United States.

What documents do I need as a permanent resident?

Permanent residents need to apply for a Re-entry Permit, which serves as a passport while overseas. Being out of the United States for more than one year may jeopardize your permanent resident status.

Check with the nearest INS office for information regarding documentation and procedures for return to the United States.

What documents do I need as a stateless person?

If you do not have a country of citizenship, contact the nearest INS office and the appropriate consulate or embassy to determine the procedures you must follow to obtain the proper travel documents and visas. In addition, be sure to check with the consulate of any country where you may be spending a night or more in transit to the country of your study program. Failure to do this may result in refusal of permission to enter that country or even to board the aircraft at the point of departure.

Immunization Records

In short, Botswana does not require vaccinations for entry into the country. All participants should still consult with their primary physician or a nearby immunization/travel clinic about recommended travel vaccinations (information where to find this is usually obtainable from your primary physician, the CDC and if you simply search online for a nearby immunization clinic). While there are none required for entry into Botswana, there may be recommended ones that you should discuss with your medical expert. We are providing additional immunization information below but these are just informational, they may change, and ultimately your physician is the expert!

Additional Immunization Information:

Again, vaccinations are not required for entry unless you are arriving from sites of disease outbreak or from countries where yellow fever is endemic. So, if you plan to travel to any other African or South American country on your way to the program, please consult the CDC or the Botswana Embassy for details; you may need to get a yellow fever vaccination. If you are simply flying from the US to Botswana – then you don't need yellow fever vaccination.

If you need to show proof that you have been vaccinated against yellow fever and cholera, the most widely recognized document for this purpose is the yellow World Health Organization booklet, International Certificates of Vaccination, which is available from most doctors and health centers. Carry this document with your passport.

Although no vaccinations are necessary, if you plan to travel to remote villages, you may want to get a

hepatitis shot. Also, if you plan to travel through the outback of Africa, you should get vaccinated for yellow fever and carry a supply of malaria medication. While these health risks are not present in Gaborone, they are in other areas of Botswana and Africa.

CIEE strongly suggests that you consult a tropical disease medical expert with regard to other inoculations that are not required but might be strongly recommended. These include inoculations against tetanus, polio, measles, typhoid, meningococcal meningitis, gamma globulin (protects against hepatitis A), and hepatitis B. All childhood vaccinations must be up-to-date.

Remember that vaccinations need to be planned well in advance; begin the process at least 2-1/2 months prior to departure.

If you are travelling to the **Okavango Delta**, ask your doctor about Malaria Pills for a one week trip. You can obtain Malaria pills in Botswana but it is highly recommended that you bring some with you for this trip.

Visit the CDC Website:

<http://www.cdc.gov/>

Malaria

This disease is not an issue in Gaborone, but if you are planning on traveling to a malaria zone, you may be at risk. These areas include regions that are about 2 hours outside of Gaborone including the **Okavango Delta**. You will also need malarial pills if you are going to travel to other countries notably Zambia, Zimbabwe, Mozambique, etc. Malaria is caused by a parasite transmitted by the bite of an infected mosquito. Only certain mosquitoes can transmit malaria, but they are present in almost all countries in the tropics and subtropics. They are active from dusk to dawn. It is very unlikely that you will be infected with malaria during daylight hours. The symptoms of malaria include fever, chills, headache, muscle ache, and malaise. Early stages of malaria may resemble the flu. The CDC, Centers for Disease Control, advises that travelers who become ill with fever during or after travel in a malaria risk area should seek prompt medical attention and inform the physician of their recent travel history.

Some visitors to Botswana have prevented malaria by taking certain drugs and by using individual protection measures against mosquitoes, but even these measures don't protect everyone. Malaria symptoms can develop as early as six days after the first exposure to infected mosquitoes or as late as several months after departure from a malarial area, even after preventive drugs are discontinued. Malaria can be treated effectively in its early stages, but delaying treatment can have serious consequences. According to the CDC, the risk for malaria in Botswana is very low. However, in rural areas (including game parks and northern Botswana) the risk is high. **You will need anti-malarial medication for the CIEE excursion to northern Botswana, such as the Okavango Delta.**

Please visit the CDC website and speak with your medical provider for more information on anti-malarial medication.

Here are some other ways to reduce the risk of contracting malaria:

- Wear protective clothing during the period when mosquitoes tend to bite, which is usually from dusk to dawn.
- Stay inside screened areas from dusk to dawn, and use a netting over your bed if mosquitoes are present.
- Use insect repellent with at least 30% DEET.

HEALTH

What health-related steps should I take before I leave?

You are required to complete a medical report in order to participate in the program; please be sure it indicates any allergies you have, in particular to medications. This information is confidential and has no bearing on your participation in the program. If you have a chronic illness that needs medical attention, have your doctor write a clinical report that can be given to a specialist in Botswana if necessary. This should be done as soon as you are aware of any medical conditions that will require special attention. You should notify CIEE of any special requirements as early as possible so that appropriate arrangements can be made on site. In addition, we strongly urge you to have a complete physical and dental checkup before departing. Any required dental work should be done at home. Women should also have a checkup by a gynecologist.

What medical supplies should I take with me?

If you take prescription drugs, take a sufficient supply with you for your time abroad. (Be sure to take these in their original packages and with the original prescription.) Students who wear glasses or contact lenses should be sure to take an extra pair as well as a copy of their prescription. Contraceptives are readily available; however, you may want to bring an adequate supply with you.

What other precautions should I take?

Inform the Resident Staff of any existing health problems, including mental health, or any potential problems you anticipate arising throughout the course of the program. This includes allergies to any medications. CIEE staff will use this information to ensure that appropriate accommodations are made. Please inform the resident staff if you become ill during the program.

How do Botswana's hospitals compare to those in the United States?

The medical system in Gaborone is excellent and U.S. citizens can expect treatment comparable to what they receive in the U.S. Located just outside of the University gate is a large, fully equipped, and state-of-art medical complex that is open 24 hours a day, 7 days a week. The Gaborone Private Hospital is open 24 hours a day, 7 days a week. For more information visit their website on www.gaboroneprivatehospital.co.za

Students may visit the Department of Health Services, located at Block 120, if they are feeling ill. The Department provides free professional service to customers and often will give basic medicines at no cost. The core functions of the Health Services include provision of general health, including reproductive health, counseling, health education (including prevention), and consultation services. The consultation service includes assessment of illnesses, diagnosis, treatment, and initiating referrals as appropriate. For example, referrals are made when a customer needs services provided by laboratories, x-rays, and psychiatrists.

The Department works closely with a student group called Health Outreach Program. The students in the program visit residential areas to make assessments and identify health problems as well as mobilize students to identify and solve health problems that face them. A nurse is always on duty after working hours and during weekends and holidays to take care of any emergencies that may arise.

General Wellness

The following tips are offered in the hope that your participation in the program will be pleasant and free from illness.

Deal with common ailments.

When you first arrive in Southern Africa, your body will take a while to adjust. You may experience stomach and intestinal disorders (traveler's diarrhea) during the first couple of weeks, and these may recur from time to time during your stay. Prepare yourself before departure for Southern Africa by making an appointment with a travel disease expert who can prescribe anti-diarrhea medication. You might also want to bring over-the-counter medications for minor ailments; however, in the event that you experience severe diarrhea, you will need a prescription-strength drug.

Contact the Resident Director and seek medical attention immediately if you experience any of these symptoms: a fever of 101 degrees or more, severe cramping, vomiting, blood in the stools, dehydration, or persistent symptoms (that do not subside within 3 to 5 days).

Watch what you eat.

While every student can expect at least one bout with diarrhea, you can take steps to reduce the frequency and severity of attacks. Carefully wash all raw fruits and vegetables except those, such as bananas, whose skins can be peeled. Avoid raw or undercooked foods.

Pay particular attention to rehydrating yourself when traveler's diarrhea occurs, as maintaining fluid intake is important.

Be aware of the sun.

Take care in the sun. Wear sunglasses and use sunscreen during prolonged exposure to the sun. Drink plenty of water and consume adequate amounts of salt to help avoid heatstroke. Spring participants: be aware that you arrive in Botswana during the summer.

Stay active.

Sports and exercise can provide a well-needed release from the stress of class and culture shock. A Frisbee or volleyball game is also a good way to meet and learn from other Batswana.

Tuberculosis

Some rural areas of Botswana are tuberculosis endemic areas. If you have TB or other respiratory

problems you should bring additional medicines with you and avoid these areas.

AIDS

The HIV virus is now pandemic, meaning it is present everywhere, including Africa. The World Health Organization has confirmed that donated blood is HIV-tested in the main centers in Botswana. However, the risk to you while studying abroad is determined less by geographical location than by individual behavior. You must take precautions: avoid behavior that spreads the disease, such as intravenous drug use and unprotected intercourse.

HIV/AIDS is a prevalent problem in Botswana with some estimates suggesting that over 24% of its adult population is infected. Almost every family has been affected by this pandemic in some way. The Centers for Disease Control (www.cdc.gov) reports that:

According to Botswana 2003 Second Generation HIV/AIDS Surveillance data, the HIV infection rate among pregnant women aged 15-49 years was 37.4 percent. A 2004 household survey confirmed the high infection rate in adults of reproductive age.

HIV is most prevalent among Botswana aged 25-34 years. Young women are at higher risk for HIV infection than their male counterparts: the prevalence among women aged 15-19 years was 9.8 percent, vs. 3.1 percent of men of the same age.

Smoking

Smoking is banned in all public places in Botswana and is only allowed outdoors on the University campus.

CDC Recommendations

If you plan to travel after the program to other countries, you may want to consult the CDC information specific to these countries. The CDC website is www.cdc.gov.

INSURANCE

If you are covered by a personal or parental insurance plan, CIEE recommends that you continue this coverage while abroad. Prior to departure, you should contact your current insurance carrier concerning coverage for accidents, illnesses, and liability cases that occur outside the United States. Check your policy's limitations before making any assumptions about coverage. Most U.S. based insurance companies will not cover property lost or stolen overseas.

Accident and Sickness Insurance

Each participant is covered by the **iNext Platinum Plan** designed to help cover the cost of unforeseen illnesses or accidents that occur while abroad. Additionally, the policy offers Emergency Medical Evacuation coverage, together with 24-hour Emergency Assistance Services. The policy also offers coverage for travel document replacement and limited travel delay and lost/stolen personal effects coverage. Coverage begins two weeks before the program start date and continues for 364 days.

A complete description of the iNext Platinum Plan is in the online checklist accessed via MY CIEE. It is important that you read the plan carefully and note exactly what coverage it provides, and note items that are excluded from coverage.

The iNext Insurance is designed as a supplemental or secondary plan only, and does not cover liability. It also does not include routine physical, dental examinations or preventive medicine. Students are not covered for injuries resulting from acts of war or other political unrest such as riots and demonstrations.

Please note that CIEE does not cover medical expenses on-site. Students pay for any medical costs incurred and then file a claim directly with the insurance company for reimbursement. CIEE does not act as an intermediary between participants and the insurance company.

Primary Insurance Plan Brokers

If you do not have a primary insurance plan, you may wish to enroll in one. The following brokers have individual insurance plans available:

HTH Worldwide
www.hthworldwide.com
Tel: 877-424-4325

Wallach & Company, Inc.
www.Wallach.com
Tel: 800-237-6615

PERSONAL FINANCES

What costs are covered by my CIEE fee?

The CIEE fees include tuition, housing, optional on-site airport meet and greet, orientation, cultural activities, field trips, a one-week village stay, pre-departure advising, and a CIEE iNext travel card, which includes insurance and other travel benefits.

What expenses should I budget for?

Visit our program page and click on the cost of your semester. This will open a drop-down with program costs and **estimated additional costs**:

<http://www.ciee.org/study-abroad/botswana/gaborone/arts-sciences/#6costs>

Tip: Passport and credit card numbers

Remember to leave a copy of your passport and a list of credit card numbers at home.

Besides inflation and currency exchange, another variable that will affect your spending abroad is your individual taste requirements. When creating a budget, it may be helpful to consider how much you normally spend in a semester and inflate it a bit. Although the cost of living for a student in Botswana is comparable to that of a student in the United States, the added cost of independent travel along with the impulse to splurge makes careful budgeting imperative. Former students have saved considerably through limiting vacation travel to the general area around Gaborone. We suggest you budget extra money, if possible, for unforeseeable expenses.

Participants say...

Budgeting depends on the individual, especially if you plan to travel a lot.

PACKING AND BAGGAGE

Try to organize and pack a day or two prior to departure so that you can judge if you'll be able to carry your bags (you must be able to do this). Some students have even practiced by carrying their bags around the block! Also, by packing early you'll have time to rest before the long trip.

Consider using a backpack or duffel bag, especially if you are planning to travel on your own after the program; suitcases can be quite heavy even when empty. A knapsack or flight bag is great for carry-on luggage and for field trips. On your flight to Gaborone, keep your essential medication, toiletries, a change of clothes and underclothes, and documents in this carry-on bag in the event luggage

is lost or delayed in transit. Also, pack items you'll need for the overnight stay in Gaborone during orientation in your carry-on luggage. If possible, lock your luggage.

What are the baggage limits?

Limits vary. Read the weight limitation and baggage allowance information provided by your international airline carrier. Generally flights overseas permit two pieces of checked baggage and one carry-on piece. Each checked bag must weigh less than 70 pounds. Total dimensions (length + width + height) of the first piece must be less than 62 inches, and the second piece less than 52 inches. Total dimensions of the carry-on must not exceed 45 inches and must be able to fit below the seat in front of you or in the overhead compartment. If your baggage exceeds any of these standards you may be charged for excess baggage. Check with your airline regarding any items that are oversized.

What should I pack?

For a complete list of what to take, please see the Suggested Packing Checklist at the end of this handbook. Experienced travelers agree: take as little as possible.

Clothing

Generally, you should be able to wear the same sort of clothing you would wear in the United States. However, remember that Botswana society places a premium on looking neat and presentable. To Botswana, appearance reflects the degree of one's respect for self and others.

Choose lightweight, versatile, easy-to-care-for clothing that can be hand washed and drip-dried. It's hot, so bring comfortable cotton clothes, which are also easy to wash and dry quickly. You should avoid synthetics. Men and women both will want to bring comfortable long-sleeved shirts as evening protection against mosquito bites, especially if they travel independently to a malaria zone.

You will be doing a lot of walking throughout the semester. Therefore, durable, comfortable, and practical shoes are absolutely essential. Take a couple of extra pairs of shoes, including at least one pair of dressy shoes. And bring at least one or two formal outfits. For women, a soft-soled and comfortable dress shoe will be especially useful.

Bring a jacket or sweater since it can be cool during the rainy season and in the evenings. The winter can get cold, so be sure to bring some warm clothes.

Women should be conscious of the clothing they select. Short skirts and tight, low-cut tops may not

convey the best image and may lead to being perceived as “easy” and invite unwanted attention. Although most local Batswana are comfortable wearing revealing clothing, they are also used to warding off aggressive advances and wedding proposals. Please understand that you may wear the same type of clothing that you do in the U.S., but you will probably be surprised by the different reaction you will get from locals.

Female students should also bring some knee-length skirts/dresses for the rural visit. It is customary for the village stay to wear these items.

U.S. students have often said they took too much clothing. Don’t forget that nothing ruins traveling abroad more than having too much luggage, especially when you have to carry it yourself. You can save packing space by coordinating your clothing so that shirts and sweaters can be worn with different skirts and pants. Also, remember you will most likely want to purchase some clothing in Botswana.

Note: Students who decide to go on safari should be advised that brightly colored or white clothes are not recommended during the trip as they can agitate the animals.

Participants say...

Bring enough contact lenses and solution to last.

Prescriptions

If you take prescription drugs, ask your doctor to give you a copy of the prescription with the **name of the generic drug, not a brand name**, as your brand may not be available in Botswana. In fact, if the drugs are not perishable, take a supply sufficient enough to last you through the end of the program, as you may have difficulty renewing the prescription in Botswana. Students should also note that it is extremely difficult to have medication sent from home.

Electrical Appliances

The current in Botswana is 220 volts, 50 cycles AC, not the 110-60 you are used to in the US. Electric converters and adapter plugs must be used to connect North American equipment. If you plan to bring any electrical appliance from home, you must use a converter and adapter. We recommend that you purchase the adapter and converter in Botswana as it is difficult to find the right one in the U.S. You will, however, find many small electrical appliances, such as hairdryers, readily available and reasonably priced.

If you are buying any new electrical items to bring with you, try to get dual-voltage models so you won’t need a converter at all-though you will still need the adapter plug. The adapter should have a plug with two round prongs. If you use a blow dryer, bring a small, dual-voltage travel model (Ronson and Braun make them) and an adapter plug.

Mementos from home

Bring things from home that you can share with your Batswana friends. This includes pictures of yourself and your family in the United States, recipes you like to cook, typical items from your community, college, or region of the United States, and items related to talents you may have and wish to share.

PREPARING FOR CULTURAL ADAPTATION

Although cultural adaptation is highly individual, research indicates that most people go through similar stages in adapting to a new environment. Any travel you've done abroad, and perhaps even within your own country, has exposed you to culture shock. But if you've never had to overcome culture shock, you might want to read about it before you depart. You'll find books relating to cultural adaptation and culture shock on the recommended reading list at the back of this handbook.

During your on-site orientation, the Resident Staff will discuss details about culture shock and give strategies for adapting to your new surroundings. Near the end of the program, they will also provide information on reverse culture shock and suggest ways of coping with returning home.

Part III: Living in Botswana

CLIMATE

During the summer months, October – March, temperatures can soar to more than 104 degrees at midday. The rainy season is typically between October and April, with December and January being particularly hot and wet months. However, the region surrounding Gaborone tends to get the least rainfall. Winters are dry with temperatures in the 60’s and 70’s.

MEETING BATSWANA

Just as it is impossible to define a typical American, it is equally impossible to define a typical Batswana. You will meet many types of people in Botswana who have different opinions, attitudes, and habits. The more you interact with Batswana, the better chance you'll have of forming relationships and understanding the culture. During these interactions,

use common sense, intelligence, and a sense of objectivity. Be prepared to discuss your views freely and openly, and try to listen with an open mind.

You will arrive in Botswana with some preconceptions about Botswana and in turn will encounter some Botswana with preconceptions about people from the United States. Try to put aside stereotypes and make judgments based on real experiences. If you are confronted with what you feel is a false stereotype about the United States, be frank and truthful, yet tactful in your response. Avoid refuting arguments with odious comparisons to Botswana. This type of response will only create bad feelings. A positive and serious response from you will help dispel myths about the United States.

Special Note to Female Students

Some female students may experience difficulties in Botswana. Many Botswana do not understand that the U.S.-style of having a familiar manner with strangers of the opposite sex is merely a gesture of friendliness. Outgoing behavior may be misconstrued as something more. A smile at a stranger could be misunderstood as an invitation to spend the evening together. As a precaution, give your address only to people you know and trust. Sexual harassment can be a problem in Botswana, so women should definitely expect to have their personal freedom restricted as compared with in the U.S.

Women should remain alert and cautious of their surroundings as well as situations that may arise. Some difficulties arise because of the stereotypical image of Western women portrayed in movies and the media. American women, in particular, have acquired a reputation for enjoying a free and easy lifestyle that contrasts with the more traditional ways of Botswana. As a result, even though you are accustomed to having a lot of freedom in the way you dress and interact with others, be cautious until you become familiar with the Botswana social norms. Single Botswana women, for example, may go out alone but female U.S. students are discouraged from doing so because of cultural differences.

As a foreign woman in Botswana, you can expect to be propositioned quite often by men in ways you are not used to back home. Your initial reaction may be to strike out, feeling insulted. Unfortunately, this reaction may only lead to laughter from the man and more discomfort on your part. The best way to handle the situation is not to engage in conversation. You should also be alert of someone pushing too far. If a man becomes physical with you

at any time, tell him very firmly to stop, and remove yourself from the situation immediately.

If you experience any uncomfortable situations or are unsure of how to deal with a particular problem, consult with the Resident Director. Be cautious until you know and understand local values and customs.

Special Note to Minority Students

Professors do not discriminate on ethnicity, race, gender, religion, size, or any other way in which people try to classify each other. The University of Botswana has always prided itself on being the forerunner in promoting equality on their campus. This is reflected in their high number of international faculty.

It seems that different groups of local people have different preconceptions of African-Americans. On campus, they are likely to be perceived as American rather than black. African-American students who seek out Black Consciousness students seem to be either spurned or whole-heartedly accepted. Your experience, of course, depends on you. You are likely to come up against stereotyped perceptions all over the place. You can either shy away or avoid them, or confront them and spend time with Botswana one-on-one to get past them.

Among many black Botswana youth, African-Americans are idolized; Botswana TV carries a tremendous variety of black American sitcoms and movies. African-American students can use this to their advantage if they would like to interact or do research with high school students. In a recent program an African-American engineering student's interest was to encourage more high school kids to study math. Everywhere he went kids would flock to him as he told them about the benefits and opportunities from studying further.

SAFETY PRECAUTIONS

The health and safety of program participants abroad is understandably an important issue for all concerned. CIEE was a founding member of the Interassociational Advisory Committee on Safety and Responsibility in Study Abroad. The following website contains information about the Task Force and study abroad safety issues:

http://www.nafsa.org/knowledge_community_network.sec/education_abroad_1/developing_and_managing/practice_resources_36/policies/guidelines_for_health

CIEE's approach to safety is threefold. First, we conduct a careful safety evaluation of every program we run. Next, when students arrive on site, we

conduct a thorough orientation, which includes tips on reducing risk and handling difficult situations should they arise. Finally, program staff continuously monitors local conditions in order to provide guidance to participants throughout their stay.

Experience has shown that the single most important factor in assuring a safe study abroad experience is the sensible and cautious behavior of the participants themselves. When traveling abroad, you should exercise additional caution until you become familiar with your new surroundings. Always remain alert to what is going on around you, especially in crowded tourist areas and on public transportation.

Although Gaborone is relatively safe, you must be careful about what you do and where you go, just as you would in any major city in the world. Follow these general rules:

- Tourists are common targets for pickpockets.
- Be aware of your backpacks and cameras, especially on crowded buses.
- Avoid carrying large amounts of cash or your original passport with you. Never leave belongings in a parked car.
- Keep your valuables locked in your closet.
- Lock your room when you are not home.
- When you carry your passport, wear it around your neck in a thin pouch inside your shirt. If you must carry it in a bag, use one that can be slung diagonally across your chest and that has a sturdy strap that cannot be easily ripped.
- When carrying a purse or bag be aware.
- Never carry valuables in the pockets of your pants.
- Do not go for walks at night.
- Do not accept rides with anybody you do not know.
- As noted earlier, keep a photocopy of your passport in a separate place. This will speed up the process of replacing your documents should they be lost or stolen.
- Be especially cautious in areas frequented by tourists, such as airports, train stations, museums, and U.S.-style restaurants.
- Be aware of the heating situation provided by your host institution and host residence. For locations where carbon monoxide producing appliances may be present – i.e., any appliance that burns fuel such as gas, oil, kerosene, wood, or charcoal – detailed information on the possible dangers associated with such appliances, along with safe operating instructions, will be provided in the on-site program orientation. For further information,

please visit the U.S. Environmental Protection Agency (EPA) website at www.epa.gov.

If you are the victim of a pickpocket, or if something is stolen, inform the Resident Director who will help you make a report.

Is it safe?

Incidents of terrorism against U.S. citizens in Botswana and the likelihood of being the victim of a terrorist attack are not common occurrences in Botswana's history. Indeed, the danger of travel in the region has been greatly exaggerated. Still, you should take certain precautions to avoid possible danger. We advise you to avoid bars, restaurants, night clubs, or resorts known to be frequented by U.S. military personnel. In most cases of terrorism it is not an individual that is the target, but a symbolic location. Please keep the Resident Staff informed at all times of your travel plans.

Trap: Letting down your guard

When visiting a foreign country, you may well be enchanted by your surroundings and engage in behavior that is not typical of you. This may cause you to let your guard down and be susceptible to crime. Practice common sense and exercise good judgment. Remember that you are more likely to be a victim of crime if you have been drinking alcohol.

COMMUNICATIONS AND MAIL

Telephone

Cell phones are a part of everyday life in Gaborone. Participants who have tri-band phones are able to bring their cell (must be unlocked! – so make sure to inform your cell provider) to Botswana and purchase a local SIM card that will work during their stay. Remember to bring all PIN codes with you.

Participants can also purchase cell phones for a reasonable price once they arrive on-site. They then purchase a short plan for the semester. Details on how to do this will be provided during the on-site orientation.

Typically, incoming cell phone calls are free for the user. This allows parents and friends to call the participant's cell phone without the participant incurring additional fees. However, fees for the caller will apply and you can share those with your family once you have purchased your plan so that you can make an informed decision on the best option for you.

Past participants on CIEE programs have also used an Internet phone provider to secure inexpensive call rates. Currently, Skype (www.skype.com) is the leader in this area.

International phone cards don't seem to work well in Botswana. Students' cell phones will suffice for both local and international calls.

Fax

The cost for a fax to the United States depends on how much time it takes to send the fax. Costs are often lower between the hours of 8 p.m. and 8 a.m. If you need course approval in order to guarantee a semester credit, the CIEE Office will allow you to send a fax with no charge. Incoming faxes should be addressed to you, using your full name, C/O the Resident Director. The CIEE Office fax is only available for business related issues.

E-mail and Computers

Students have access to computers in the UB library and within the various academic faculties. The library includes a Late Night Study Area that is open 24 hours a day for student use. As mentioned previously, UB is rolling out wireless and the library is now wireless-ready. Local Internet cafés are also an option.

If you have a laptop, it is wise to bring it. You will need to type your assignments for class and students are able to register their laptops and use them in the computer labs on campus. Windows-based computers are most common. If you do bring your own computer, you may not have access to the Internet and e-mail from home, as only some residence hall rooms have internet connections.

Make sure to insure your laptop if you decide to bring it along as CIEE is not responsible if it is lost or stolen. Additionally, we recommend that any students taking a laptop consider installing security/theft recovery software. One example of this software is Computrace LoJack for laptops, made by Absolute software.

Participants say...

If you have your own laptop computer bring it. You don't need it but it makes things easier. Get it insured and don't forget to bring an adapter and converter.

Mail Service

Mail service from the United States to Botswana is normally very slow; it can take about three weeks to receive letters from the U.S.

Packages

Packages can be sent through regular mail (note that this is VERY slow), or with a courier service (for example, DHL), and they should be sent to the

program address. Once packages arrive there, students will be notified to pick them up. There is no fee for picking up packages. If packages are sent to you, make sure they are labeled "secondhand/used" and give a very low dollar values to the contents. Otherwise you will end up paying expensive import tax.

Don't mail cigarettes or alcohol

It is illegal to send cigarettes or alcohol through the mail.

MONEY AND BANKING

The unit of currency in Botswana is the Pula (which translates into "rain"). Note that denominations are 10, 20, 50, and 100, with the largest coin being 5 pula. The pula is made up of 100 thebe.

ATM/Debit and Credit cards

ATM's are widely available throughout Gaborone and on campus.

An easy way to use and transfer money for personal spending is through **Visa and MasterCard Debit Cards, which are widely accepted**. Diners Club and American Express Cards are accepted in most restaurants and tourist destinations. Cash advances on credit cards typically have very steep interest rates that are normally much higher than the purchase APRs. Be sure to read the fine print for your credit card. Students in the past have also relied on Western Union for money transfers.

As a back-up option you may want to bring a visa credit card.

You can also consider opening a local bank account and our staff in Botswana will help guide you through this process if that's something you're interested in.

Participants say...

ATMs are easy to use. It is very easy to open a bank account here; money can be wired. Visa and MasterCard Debit Cards are the most convenient cards!

GETTING AROUND

Local Transportation

Taxis and shared mini-vans called Combis are the most common means of local transportation. Taxis are not usually metered and so it is necessary to negotiate a price before entering the cab. Few cab rides will ever cost the same, even if you are going the same distance.

CIEE strongly discourages students from driving, renting, or leasing a motor vehicle while participating on the program.

Independent Travel

You will no doubt want to explore Gaborone, particularly on weekends. You can also plan longer vacations exploring other regions of Botswana. Before leaving the United States, gather as much information as possible about places you may want to visit, but don't make any solid plans until you have spent some time in Botswana.

For more information, you can contact the National Tourism Board of Botswana offices. Other sources that may be helpful are the various Michelin Guides and the Lonely Planet series.

CIEE's rules for independent travel: Since you may not miss any classes, you may travel independently only on weekends, breaks, and after the program ends. Do not travel to regions of Botswana where transportation is unreliable or scarce. The Resident Director has final authority over the appropriateness of all travel plans.

We do not recommend that any students travel alone. During the semester you will meet others who want to explore Botswana.

CIEE does not want students traveling on roads at night. Main roads in and around Gaborone are perfectly safe. However, in the rural areas, many tour buses take unpaved roads with little lighting, lots of brush, and the local animal habitat frequently cause accidents. These problems are easily avoided by traveling long distances by plane or road during the day.

Tip: Wherever you go...

You must inform the Resident Director of any travel outside Gaborone. Failure to do this may result in your dismissal from the program.

ILLEGAL DRUGS

Penalties for drug violations in Gaborone are often harsher than in the United States. If you use illegal drugs, you will be expelled from the study program, and the local police may prosecute you as a criminal. Remember that you are subject to Botswana's laws. You are not protected by your own country's laws. The United States and other governments can only seek to ensure that their citizens are not discriminated against; that is, that they receive the same treatment as do citizens of the country in which they are arrested who are charged with the same offense.

VOTING WHILE ABROAD

U.S. citizens who expect to be away from home on Election Day may request absentee ballots in person or by mail from their local election offices.

Procedures vary by state but are usually quite simple if you have already registered to vote.

If you have not arranged this before leaving home, you may use the provisions of the Overseas Voting Rights Act of 1975, which requires states to establish a means for citizens residing overseas to apply for voter registration. Some states permit you to use an FPCA (Federal Post Card Application) to register. Others use an SF76 that serves as both an application for registration and as an absentee ballot. You can get a list of states' voting requirements from a U.S. Embassy or consular office.

Tip: Notarize your ballot

FPCA forms used to register or obtain a ballot must be notarized. If you believe you have been wrongfully denied the right to vote, you may write to the Department of Justice, Civil Rights Division, Washington, D.C. 20530.

If you are a citizen of another country, please consult the authorities governing elections in your own country for similar instructions before you leave.

INCOME TAX

Most U.S. citizens and residents must file U.S. income tax returns even if their earned income is exempt from taxes. State requirements vary; call or write to the appropriate state office.

Internal Revenue Service income tax information and forms are available at U.S. Embassies and Consulates. Since tax laws change from year to year, direct any questions to the U.S. Consulate. Non-U.S. citizens should contact the appropriate authorities in their own countries for taxation information.

EMERGENCY CONTACT INFORMATION

In case of an emergency, parents or family can reach you by calling CIEE. The CIEE home office is in daily contact with our Gaborone office.

Contact information for the CIEE home office will be included in an electronic final mailing to both you and the emergency contact designated in your application materials.

Part IV: Policies and Procedures

Please click on the following link to view CIEE's Policies and Procedures:

<http://ciee.org/study/terms.aspx>.

This website includes:

General Policies

- Admissions
- Late Arrival and Early Departure
- Exceptions
- Drug and Alcohol Violations
- Alcohol Policy
- Dismissal from the Program

Academic Policies

- Student Academic Orientation
- Course Loads, Credits, Equivalencies and Grades
- Academic Records
- Attendance
- Pass/Fail and Audit
- Drop/Add Period
- Incompletes
- Withdrawal from a Course
- Academic Honesty
- Appeals

Program Fees and Payment Policies

- Confirmation of Participation
- Payment of CIEE Program Fees
- Due Dates, Late Fees and Interest
- Exclusion from Participation
- Late Fees and Interest
- Withdrawal and Deferral Policy
- Program Cancellation

Please make sure to review this website. Your signature on the “Program Participant Contract” indicates that you have read and agree to comply with all of the policies provided to you on that website.

A NOTE FROM CIEE

Credits and Grades

Most students who choose to go abroad for a term or a year report that the experience is one of the most powerful and enjoyable parts of their undergraduate education. We hope that when you return home, you will have had an equally memorable experience.

Many students report that study abroad is also challenging, and that coming to terms with the challenges is one of the things that make it so powerful and memorable. Some students, however, report that the challenges of dealing with another country’s academic culture are sometimes more frustrating than enjoyable.

The academic programs that CIEE provides are to varying degrees integrated into another culture’s academic framework, and are often governed by rules that are unfamiliar to U.S. students. At CIEE we want you to experience the challenges of adapting to a new culture, of accepting different teaching styles,

and embracing forms of learning that may be different from what you are used to.

But we are sure you will agree that problems associated with your credits and your grades should be avoided—that these should not turn out to be “opportunities for growth.” We want to help you avoid these problems, and with some careful planning and attention to detail, you can:

1. Managing Your Registration.

You are probably going to sign up for five classes during your session overseas. Although it’s surprising, one problem faced by some students when they return home is that the Course Registration Record we have for them doesn’t match what the student actually took. You can avoid this. Read on.

Make it your responsibility to keep your Course Registration Record accurate and up to date.

Students select a preliminary course schedule, either in the U.S. before going abroad or after arrival at the Center. The courses selected constitute your Preliminary Registration, which will be sent to your home or sending school. There will be an opportunity to change courses during the first days of the regular semester (the “drop-add” period). Once this add-drop period ends, all courses for which you are registered will remain final, and will be permanently listed on your Course Registration Record. These will be the courses that will appear on the credit and grades report that we will send to your home or sending school after the session ends (called the “CIEE Academic Record”).

Although CIEE staff, both in the U.S. and at your site, will make every effort to ensure that your Course Registration Record is accurate, we cannot do this unless you correctly follow all the formal procedures for making changes. **You must fill out a form to drop or add a course.** It is not sufficient to tell your professor, the CIEE Resident Director, or another staff person that you are changing courses—you must complete all required paperwork or the change is not official. In some cases you will also be required to obtain permission from your home institution. To sum up, **make it your responsibility** to ensure that your Course Registration Record is accurate. If at any time you are not sure, ask to see a copy of it.

There’s a difference between DROPPING a course and WITHDRAWING from one.

As noted above, once the drop-add period is over, all the courses for which you are registered will remain permanently on your record. However, if you realize, *after the end of the drop-add period but before the middle of the session*, that special circumstances will prevent you from completing a course successfully, it may be possible to “Withdraw” from the course. Please also be aware that it is not possible to add a

course after the add-drop period. If you do withdraw from a course, it will remain on your CIEE Academic Record with a "W" grade. Permission to Withdraw from a course is not automatically granted just because a student is not doing well; it is only granted when there are circumstances that the Resident Director believes *prevented* a student from doing well, and *only before the program's withdrawal deadline*. There is also required paperwork to complete if you are withdrawing from a course. After the withdrawal deadline, all courses that remain on your Course Registration Record will be posted on your CIEE Academic Record with a letter grade. If you stop going to a course, fail to take the final examination, or fail to turn in required coursework, you will receive an F.

2. Getting Good Grades.

The time to think about your grades is at the beginning of each course, not at the end.

Make sure you understand the basis on which the professor will be assessing your work. Practices vary from country to country. Often a single final paper or examination will be the most important (perhaps the only) opportunity to demonstrate what you have learned and/or achieved in the course. In some courses, the basis for grades may have been explained during orientation or during the registration process. An explanation may appear on the course syllabus, and/or the professor may announce grading policies. In some cases, you may not be sure how the professor will be calculating the grade. In this case as well, **make it your responsibility to be sure you understand the basis for grading in each course**. If you're not sure, ask the professor or the Resident Director.

How am I doing?

Although grading differs from country to country, there are general guidelines that we can offer. In the U.S., a student usually forms an idea of how he/she is doing as the semester progresses based on a self-appraisal of participation in class and a general sense of what the professor cares about. In most overseas situations, it is much more difficult, and often not possible at all, for a student to determine this. Although we ask our teachers to give students ongoing feedback, their own academic cultures are often very different in this regard, and many teachers do not always offer feedback in a way that enables a student to form a reliable opinion of his/her progress. We strongly recommend that you ask your professor how you are doing, perhaps two weeks after the semester has started and again two or three times during the session. Don't wait until mid-term time to do this.

"Demanding" doesn't mean the same thing in most overseas academic cultures.

U.S. students are accustomed to forming an idea of how demanding a teacher is based on the pressure that is applied on a day-to-day basis. In the U.S., if a professor repeatedly challenges students to show they have read and understood the assignments, and then chastises those who can't answer, students will conclude that this is a demanding teacher. This doesn't always happen overseas. "*Demanding*" in an overseas context may mean simply that the grades awarded at the end of the course are lower than those awarded by other professors.

Because of these differences, you need to take stock of your situation early and often. If the regular clues are not present, you should ask, "How am I doing?" If there isn't yet any basis for the professor to answer that question, you should ask, "What is important in this class? What should I be doing in order to succeed?" Make it your responsibility to actively seek confirmation of how well you are doing in each course.

All the CIEE staff, both in the U.S. and at your program site, want you to have an enjoyable and successful session overseas. We are committed to offering top-quality assistance to help you understand the host culture and its constraints. Please do not hesitate to contact any staff member if we can advise you on how best to manage your overseas experience.

Have a great year, learn all that you can about your temporary home, and try to bring back an excellent and accurate academic record.

CONCLUSION: THE CHALLENGE IS UP TO YOU

Your stay abroad may be one of the most vital and rewarding times of your life. Don't worry about what you are going to miss at school by going overseas. You will learn so much abroad! The people you meet and the situations you experience may be invaluable in the years to come.

We hope you will arrive prepared to adjust to a way of living that is different from your own; to a way of thinking that may be, in some cases, more traditional, more conventional, and more conservative than your own. You will also most likely encounter new and different views about the U.S. and its people. Take the opportunity to learn from these and to clarify misconceptions about the U.S. when you can.

Remember that each person you meet will see you as a representative of the United States. If you can accept differences cheerfully and with an open mind rather than attempting to alter the environment around you, you can contribute to a positive relationship between the country and the United States.

CIEE wishes you every success during the coming months.

Participants say...

Overall my experience abroad is something that I would not trade for anything. Being abroad gave me the opportunity to push myself beyond my comfort zone thus increasing my abilities to deal with more confidence. My only advice to those coming abroad is to constantly push yourself. Venture out on your own and don't let your fears deprive you of the opportunity to try something new.

Part V: Additional Resources

RECOMMENDED READING

We urge you to read several of these publications to expand your knowledge of Botswana and to ease your adjustment to Botswana's culture. Many of these books can be purchased at your local bookstore or may be available for reference at your campus study abroad office or local library.

Non-Fiction

- Lonely Planet Guide to Botswana. A good, general overview of society and geography. Invaluable for planning independent travel.
- Agbango, George Akeya. Issues and Trends in Contemporary African Politics: Stability, Development, and Democratization. Peter Lang Publishing, 1997.
- Campbell, Alec and Main, Mike. Guide to Greater Gaborone. Alec Campbell and Mike Main in association with the Botswana Society, 2003.
- Saturday is for funerals, by Unity Dow.
- Far and Beyon, by Unity Dow.

Fiction

- McCall Smith, Alexander. The No. 1 Ladies' Detective Agency. Anchor; Reprint Edition, 2003.

Books On Cultural Adaptation

Adaptation to a new culture can be difficult. The following reading list contains publications that deal specifically with issues of culture shock and the difficulties associated with living overseas.

- Citron, James. Short-Term Study Abroad: Integration, Third Culture Formation and Reentry, NAFSA: Association for International Educators, 1996.
- Kepets, Dawn. Back in the USA: Reflecting on Your Study Abroad Experience, NAFSA: Association for International Educators, 1999.
- Kohls, Robert. Survival Kit for Overseas Living: For Americans Planning to Live and Work Abroad, Intercultural Press, 2001.
- Storti, Craig. The Art of Crossing Cultures (Second Edition), Intercultural Press, 2001.
- Storti, Craig. The Art of Coming Home, Intercultural Press, 2001.
- Wolfgang, Aaron. Everybody's Guide to People Watching, Intercultural Press, 1995.

WEBSITES

We also encourage you to look at the many sites on student travel as well as on Botswana and Gaborone including the following:

www.ciee.org

CIEE's web site. If you haven't already, take a look and find out about other CIEE activities around the world.

<http://travel.state.gov>

The U.S. State Department Bureau of Consular Affairs home page, which provides Consular Information Sheets, Travel Warnings, U.S. Passport Information and Application Procedures, U.S. Consulate and Embassy Addresses Abroad, and U.S. Customs Information.

www.tsa.gov

The Travel Security Agency website provides the most up-to-date information concerning which items may or may not be allowed on the plane. Please check this site a few days prior to leaving for Gaborone.

www.x-rates.com

Current exchange rates.

www.cdc.gov

U.S. Centers for Disease Control and Prevention. Provides updated information on required immunization and regional health advisories for travelers.

<http://www.ub.bw/>

University of Botswana

<http://www.lonelyplanet.com/worldguide/destinations/africa/botswana>

On-line travel guide to Botswana from the well-respected Lonely Planet series of travel guides.

SUGGESTED PACKING CHECKLIST

Naturally you'll want to pack what best reflects your own lifestyle and taste, but CIEE recommends the following. Please note that you will be able to purchase many of the general items in Botswana.

Important Documents

- Airline ticket (make sure it is round-trip!)
- CIEE Student Handbook and pre-departure materials
- Course catalog from your school
- ATM Debit Card
- Phone Card
- Home Advisor's address, fax, e-mail
- International Certificate of Vaccination (when applicable)
- INext card
- Passport/Photocopy of passport (keep separate from passport)

Clothing

- Bras
- Chinos, khakis, or other loose-fitting pants/slacks
- Flip flops
- Hiking boots with traction
- Pajamas/nightgown
- Rain poncho or parka
- Sandals
- Shirts or blouses (5-7)
- Shoes (2 pair, including a soft-soled dress shoes)
- Shower sandals/Birkenstocks (1 pair)
- Shorts, cotton
- Skirts or dresses
- Sneakers (1 pair)
- Socks, cotton
- Sweater
- Swimsuit (1)
- Tie
- T-shirts, cotton
- Underwear

General

- 110/220 current converter with adapter
- Address book, including e-mail
- Backpack/Overnight bag for traveling
- Batteries, alkaline
- Bottle/can opener and corkscrew
- Bug spray for mosquitoes
- Camera (film, if needed)
- Contact lens solution

- Contraceptives
- MP3, Discman, or cassette player
- Ear plugs
- Flashlight
- Gifts/Photos from home
- Glasses or contact lenses, extra pair, prescription
- Guidebook
- Gynecological supplies, tampons
- Hair dryer
- Journal
- Knee-length skirts/dresses for the rural visit
- Laptop (optional) with electrical adapter and security/theft recovery software
- Liquid hand soap
- Medicine kit: antacid/anti-diarrhea medicine (Pepto-Bismol or Immodium), aspirin, Band-aids, cough and cold medicine, prescription-strength diarrhea medication...
- Medication you are taking and a copy of the prescriptions (keep with carry-on luggage)
- Money belt or pouch, worn flat under clothes
- Musical instrument
- Nail clippers
- Plastic containers, plastic bags (zip-lock)
- Pocket knife (do **not** put in your carry-on luggage)
- Reading material: books, magazines
- Sewing kit, safety pins
- Sleeping bag (optional for travelling, not necessary)
- Sunglasses, good pair/sun hat/waterproof sunscreen
- Toiletries: brush, comb, cosmetics, dental floss, deodorants, hair conditioner, Q-tips, shampoo, toilet paper, toothbrush, toothpaste...
- Travel alarm clock
- Travel umbrella
- Vitamins with iron and Vitamin B
- Water Bottle - Reusable
- Washcloth and towel