

**University of Washington School of Nursing**  
**2009 Citizens of the World Scholar Travel Award**  
**Responsibilities & Requirements**

Please read this document carefully, sign it to indicate your acceptance, and return one copy to Director of International Programs, Academic Services, T310. This document must be submitted prior to your request.

**Responsibilities Prior to the COTWS Travel Award Experience:**

- ❖ Promptly hand-write a brief thank you note addressed to “Donors of the Citizens of the World” and submit it to the attention of: Office of Advancement, UW School of Nursing, Box 357260.
- ❖ Maintain good academic standing: meet Essential Qualifications, and have a minimum cumulative GPA of 2.0 for undergraduate students and 3.0 for graduate students.
- ❖ Enroll for a minimum of 2 credits in the quarter of the experience. Enroll in the course appropriate to your Exploration Seminar or to the appropriate independent study credits: undergraduates must register for NMETH 499 and masters and doctoral students must register for NURS 599 or NMETH 600. Activities taking place during the interim between summer quarter and autumn quarter are considered autumn quarter.
- ❖ Visit the UW Hall Health Center Travel Clinic (206-685-1060) to receive country-specific immunizations and travel health advice.
- ❖ Read and follow the instructions in the COTWS Travel Award Instructions sheet.
- ❖ Check deadlines for visas and your passport expiration date and take appropriate actions.
- ❖ Register your trip with the US State Department at [www.travel.state.gov](http://www.travel.state.gov) (for non-US-citizens, please inquire with your nation’s consulate.) Note down the contact info for of the embassy or consulate closest to your site.
- ❖ Investigate, understand your options, and purchase appropriate medical insurance, evacuation coverage, and repatriation of remains coverage. See: <http://ipe.washington.edu/domestic/insurance.html>
- ❖ Consider buying trip insurance (for your airfare) as this is recommended. If your program gets cancelled, the awarded funds must be returned to the University. Trip insurance is different from travel health insurance. See: <http://www.insuremytrip.com>
- ❖ Become aware and maintain awareness of the current events at the site.
- ❖ Investigate and understand the regulation of health care provision in the destination country, so that you do not unintentionally break local laws. Licensure may “look” different in other countries; do not assume that you may do at the host site what you are allowed to do within your scope of practice here. Follow local rules!
- ❖ Communicate regularly with your faculty sponsor, country host, School of Nursing Director of International Programs, and other interested parties.

**REQUIREMENTS UPON RETURN FROM A COTWS TRAVEL AWARD EXPERIENCE:**

- ❖ **Write a thank you note** addressed to “Donors of the Citizens of the World” and submit it to the attention of: Office of Advancement, UW School of Nursing, Box 357260. Tell a bit about the impact of this trip on your understanding.
- ❖ **Write a post-trip summary**, using the provided template on the Citizens of the World Scholar Travel Fund website called the “International Experience Evaluation Form”. This summary must be submitted both to the sponsoring faculty member and to the Director of International Programs. If the post-trip summary is not submitted in a timely manner, future registration may be blocked.
- ❖ **Present to the community about your experience**, and/or disseminate information through other methods agreed upon in advance with the Director of International Programs.

**I understand that failure to complete these requirements will result in forfeiture of my Citizens of the World Scholar Travel Award and I will be billed for any awarded funds.**

**Student Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_