The UW Communication Sciences & Disorders Graduate Practicum is offered by International Academic Programs (IAP) at the University of Wisconsin-Madison. This IAP Program Handbook supplements handbook(s) or materials you receive from the UW-Madison Resident Director, Common Hope, as well as the general IAP Study Abroad Handbook and provides you with the most up-to-date information and advice available at the time of printing. Changes may occur before your departure or while you are abroad.

Questions about your program abroad (housing options, facilities abroad, course credit and equivalents, etc.) should be directed to International Academic Programs at UW-Madison.

This program handbook contains the following information:

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**CONTACT INFORMATION**

**On-Site Contact Information**
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**Common Hope**
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Antigua, 03901 Sacatepéquez
Guatemala, Central America
Phone/Fax: 011-502-7922-6600 (from US)
Website: www.comonhope.org

**UW-Madison Information**
International Academic Programs (IAP)
University of Wisconsin-Madison
106 Red Gym, 716 Langdon Street
Madison, WI 53706
Phone: 608-265-6329 Fax: 608-262-6998
Web: www.studyabroad.wisc.edu
Angela McNutt  
IAP Study Abroad Advisor  
Phone: 608-265-6329  
E-mail: amcnutt@studyabroad.wisc.edu

Emergency Contact Information  
In case of an emergency, call the main IAP number (608) 265-6329 between 8:00 a.m.-4:30 p.m. Monday-Friday; afterhours or on weekends call the IAP staff on call at (608) 516-9440.

Embassy Registration  
All program participants who are U.S. citizens are required to enroll in the Smart Traveler Enrollment Program (STEP). This is a free service provided by the U.S. government to U.S. citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the U.S. Department of State can better assist you in an emergency. STEP also allows Americans residing abroad to get routine information from the nearest U.S. embassy or consulate, as well as updates on demonstration, emergency messages, and other breaking events. Register online before your departure. The Travel & Visa Tab in your MySA account also has a link to this registration page. If you are not a U.S. citizen, check with your home country's embassy for comparable services.

U.S. Embassy  
Avenida Reforma 7-01, Zona 10  
Guatemala Ciudad, Guatemala  
Tel: 011-502-2326-4000  
www.guatemala.usembassy.gov

PROGRAM DATES

January 6, 2014 – Arrive in Antigua, Guatemala  
January 6, 2014 – Orientation and program start  
January 17, 2014 – Program ends  
January 17, 2014 – Departure from Antigua, Guatemala

PREPARATION BEFORE LEAVING

IMMIGRATION DOCUMENTS  
Refer to the Pre-Departure Checklist in the IAP Study Abroad Handbook for essential information.

Passport  
A passport is needed to travel to Guatemala. Apply immediately for a passport if you do not already have one. Passport information and application forms can be found on the U.S. State Department website (http://travel.state.gov/passport). If you already have your passport, make sure it will be valid for at least six months beyond the length of your stay abroad.

Visa  
A visa is not required for U.S. citizens for this program. If you are not a U.S. citizen, contract your Study Abroad Advisor for guidance.
Handling Money Abroad

Your personal spending habits, the cost of living in your host country/city, and fluctuating exchange rates should all be taken into consideration when figuring out your study abroad budget. The official currency of Guatemala is the quetzal (GTQ) though American dollars may be accepted as legal currency. Banks generally give the best exchange rates on cash. Current exchange rates can be found online: [www.oanda.com/converter/classic](http://www.oanda.com/converter/classic). This website may give you an idea of cost of living: [http://www.numbeo.com/cost-of-living/](http://www.numbeo.com/cost-of-living/)

ATM/Debit Cards

You can get money from an ATM in Antigua. Make sure to check with your bank about getting an international 4-digit PIN and details on how to access your account while abroad. Inform your financial institution of your expected time abroad so they do not stop processing any of your ATM/debit card transactions due to belief that your card has been stolen. Also confirm with your bank any fees that you will be charged for withdrawing money internationally. Remember to bring the toll free phone number of your bank or credit card company to use in the case of an emergency (lost or stolen ATM or credit card).

Very few establishments accept credit/debit cards, regardless of the name brand, and those that do may charge a high fee for the card processing. Most don’t mention the fee beforehand, if at all, you will just see it on your receipt.

Budgeting / Departure Tax

The money suggested on your cost sheet will see most students through, unless you are planning on purchasing gifts, or like to go out. Keep a record of purchases to help get through customs on your return.

Remember to save enough money to get out of Guatemala. An exit tax must be paid when departing Guatemala by air. The exit tax (estimated at $30) is generally included in an airline ticket price, but may be charged separately. There is an additional airport security fee (approximately $2.60, or 20 quetzales) that all travelers must pay at the airport.

Also, don’t forget that you may be charged for excess baggage if the weight exceeds airline limitations.

Packing

Important documents (passport, emergency contact information, insurance card, ATM card, money, etc.) should be in your carry-on luggage. Also, make sure that you make a copy of important documents and leave them with a friend or family member back home to access in the case of an emergency.

Take enough prescription medication to last the duration of the program. Keep prescription medication in their original packaging and carry a letter/prescription from your doctor explaining your condition and use of medication. Prescriptions should be packed in your carry-on luggage.

Valuable items, expensive jewelry, and items that cannot be replaced should be left at home. It is recommended to avoid wearing expensive jewelry in Guatemala to reduce change of theft.

Climate and Attire

January is considered the dry season in Guatemala and evenings can be cool. Temperatures in Antigua average between 64-82 degrees. Bring along layers that you can easily add or remove. It is recommended to bring a lightweight jacket and at least a pair of pants. In Guatemala, modest clothing is a must. Consider skirts or dresses that fall below the knee, or pack pants/capris. Shorts are typically discouraged and can identify you as a tourist. Blouses and shirts should not be revealing.

Electronics

The electrical current in Guatemala is the same as the U.S. However, not all outlets have the third ground pin. In some places the grounded plugs (two prongs, but one is slightly larger) will not fit. In both these cases, an electrical adapter is
required. You may want to take an adapter. It is best to bring a number of batteries, or rechargeable batteries in case electricity may not be entirely reliable.

TRAVEL AND ARRIVAL

Participants are responsible for their own flight to and from Guatemala, however the UW Resident Director will work with the group in purchasing the same or similar tickets. Because of the scheduled transportation from the airport to the Common Hope site, as well as the safety and security risks to travelers around the airport, you are discouraged from arriving on your own. Participants will be provided with transportation to and from the airport to the Common Hope site.

An orientation to Common Hope and Antigua will be provided for you on-site.

THE ACADEMIC PROGRAM

GENERAL INFORMATION

During this two week graduate practicum you will be working with impoverished indigenous Spanish-speaking preschool children and their mothers who come from Guatemalan families affiliated with Common Hope. This project is designed to track young children’s vocabulary, question comprehension, and literacy skills. You will be responsible for administration and scoring of one standardized and one non-standardized instrument from UW protocol. This practicum will be conducted entirely in Spanish with some interactions including a translator.

Common Hope is a Nonprofit Government Organization. You will be at their Esperanza de las Familias site located a few miles outside of Antigua. http://www.commonhope.org/programs/where-we-work/antigua/

COURSE INFORMATION

Practicum hours and schedule will be determined by the UW Resident Director in consultation with Common Hope. You will receive three credits for CDS 799: International Service Learning CSD Practicum.

Credits

You are receiving UW graduate credit for this course. Two credits of this course will be earned for the in-country practicum experience. The third credit will be fulfilled prior to departure (readings and test preparation), and upon return through graded reflection exercises, data analysis or presentations to be completed primarily outside of your other spring course commitments. Completion of all three credits is required. The course and credits will be posted to your spring semester grade report.

Registration

IAP will put a placeholder of 3 credits on your student record for your winter term abroad. You will not need to register for the course.

Pass/Fail/Drop/Audit

Participants on this program are not permitted to take the course pass/fail. Please refer to the IAP Study Abroad Handbook for academic policies.

Grades and Grade Conversions
You should check with the UW Resident Director about the grading scale for this specific course. The course and the grade earned will be recorded on your UW Student Record.

LIVING ABROAD

Guatemala

The northernmost of the Central American nations, Guatemala is the size of Tennessee. Its neighbors are Mexico on the north and west, and Belize, Honduras, and El Salvador on the east. The country consists of three main regions—the cool highlands with the heaviest population, the tropical area along the Pacific and Caribbean coasts, and the tropical jungle in the northern lowlands (known as the Petén).

Antigua

Antigua, an UNESCO World Heritage Site, is a city in the central highlands of Guatemala. Founded in the early 16th century, it was largely destroyed by an earthquake in 1773 and rebuilt. It is famous for its Spanish Baroque influenced architecture and preserved ruins of colonial churches. The city has a population around 34,500.

Antigua is popular among tourists visiting Guatemala and has a well-developed tourism infrastructure as the main driver of the economy. Its mild climate and colonial charm appeals to visitors. Antigua is a coffee-producing region, and is also known for its chocolate makers whose history leads back to the Mayas and their use of cacao.

The landscape around Antigua is dominated by three large volcanoes. Fuego, the most famous and active volcano, issues steam from its top daily at a low level.

The Antigua site of Common Hope is used by 7,000 people, most of them from indigenous cultures in the area. Located just outside of Antigua, it is central to the 15 communities in the Antigua valley. The campus is well-maintained, has six buildings, a medical and dental clinic, library, offices for social workers and staff, volunteer housing, and more. This campus also serves as a crisis center for major earthquakes or floods.

Useful Travel Books

- Fodor’s Guides
- Frommer’s Travel Guides
- Let’s Go
- Rough Guide
- The Lonely Planet

Housing

Students and the UW Resident Director will be lodged at the Common Hope campus compound which includes 24/7 security with fenced-in gated access. Guest housing accommodations include locked entrances to each room (if self-standing), or each suite (if a common living room area for 2-3 rooms is provided). Laundered linen and towels are provided and daily sweeping is provided by staff. There are multiple shower stalls with hot/cold running water. The accommodations are a three minute walking distance to where you conduct evaluations.

A hot lunch is provided every day at the organization that participants will be providing services. A full communal kitchen is provided in the guest housing accommodations. Food must be purchased off site.

TRAVEL AND TRANSPORTATION

You are strongly encouraged not to travel to any areas designated as hazardous or unsafe by the U.S. State Department, as well as those designated unsafe by your UW Resident Director and Common Hope. If you have any travel plans before or after the program, make sure to check with the U.S. State Department, Embassy or Consulate regarding the
safety of any areas which you are planning traveling to or through before you make any travel plans. It is recommended you leave a travel itinerary with a family member or friend in the United States in case someone needs to get hold of you, as well as for your own safety.

You will be provided with guidance on local bus or taxi transportation options by the UW Resident Director and Common Hope for the time you are at the program site. For your safety, adhere to the direction and guidance given to you.

**Excursions**

There may be opportunities for planned excursions, relating to course objectives, guided by the UW Resident Director, a Common Hope staff member or long-term volunteer/translator. For your safety, weekend day trips beyond the city limits of Antigua will not be permitted unless arranged in concert with Common Hope.

**HEALTH and SAFETY**

Refer to your IAP Study Abroad Handbook for more detailed information about health and safety.

It is recommended that you read through the Center for Disease Control (CDC) recommendations for travel to Guatemala [http://wwwnc.cdc.gov/travel/destinations/costa-rica.aspx](http://wwwnc.cdc.gov/travel/destinations/costa-rica.aspx) as well as meet with your doctor or a travel doctor prior to departure. Your doctor or health-care provider will determine what you will need, depending on factors such as your health and immunization history, areas of the country you will be visiting, and planned activities.

Diseases from food and water are the leading cause of illness in travelers. Follow these tips for safe eating and drinking:

- Wash your hands often with soap and water, especially before eating. If soap and water are not available, use an alcohol-based hand gel (with at least 60% alcohol).
- Be cautious of your drinking water source. Consider drinking only bottled or boiled water, or drinks in cans or bottles if drinking water in your area is not safe.
- Be cautious of food or drink beverages purchased from street vendors. This is not recommended in some areas.
- Make sure food is fully cooked. Peel skin from fruit before you eat it.
- Avoid dairy products, unless you know they have been pasteurized.
- Diseases from food and water often cause vomiting and diarrhea. Make sure to bring over-the-counter remedies with you so that you can treat mild cases yourself.

**Alcohol and drug use**

Cross-cultural differences exist in the consumption of alcohol. Depending on your host country, you may find the availability and public consumption of alcohol greatly increased or decreased. Often, rules about the acceptability of alcohol use in certain situations or contexts are very different than in the United States. Excessive drinking can impact your health during the program, impair judgment, lead to risk or harm to yourself or others and have an effect on your academic performance.

Penalties for use or possession of illegal drugs can include jail terms, hard labor, and even the death penalty. Neither the U.S. Embassy nor the program offices are able to exercise effective pressure to moderate these penalties. If you are arrested, you are subject to the host country’s laws and neither the UW-Madison’s IAP office nor the U.S. Embassy can protect you from the local legal consequences. While on an IAP study abroad program, you are responsible for obeying all local laws. If IAP learns that program participants are using drugs or breaking other local laws, participants will be confronted and may be asked to leave the program.

**Safety**

IAP is dedicated to maintaining the personal safety and security for each of our study abroad participants. Our office takes necessary precautions, remains in close contact with program staff and works with them in case of an emergency. You are encouraged to contact your IAP Study Abroad Advisor if you are concerned about your safety or welfare.
Guatemala has one of the highest violent crime rates in Latin America, though the US Embassy has no reason to believe that U.S. citizen are specifically targeted. Tourists and short-term visitors seem to be largely shielded from the worst of serious crime and instead are targeting principally by pickpockets and purse-snatchers. However, U.S. tourists and visitors have been victims of serious crimes such as rape, physical assaults, and armed robberies, and murder. To decrease the likelihood of becoming a victim, do not display items of value, such as laptops, ipods, cameras, and jewelry. The Embassy discourages carrying large sums of money. Do not resist if you are being robbed. You should be extra vigilant in your surroundings and know where you are going. As much as possible, remain with a group, even in the day time and especially at night. Travel after dark is extremely dangerous. Your on-site orientation will give you guidance regarding your safety.

It is advisable to take extra precaution with your passport, money, and valuables, including cell phones. Normally, one should not carry their passport and large sums of cash on their person. Use the same precautions that you would in any major U.S. city, and more so. Use a money belt or pocket sewn inside your clothes for the safest way to carry money. Don’t travel with anything that you are not prepare to lose.

Keeping all your money in one place is not advised—guard against possible loss by leaving a small amount of money in your room or buried in your backpack, with a record credit card information and passport number. If you leave expensive items in your room, make sure to put them in a spot not easily in sight and to lock the door when you leave.

For more information on safety and security in Guatemala, see the U.S. State Department webpage:
http://travel.state.gov/travel/cis_pa_tw/cis/cis_1129.html#safety

COMMUNICATION

Many of your family members/friends will be anxious to hear from you when you arrive. Please make sure they are familiar with your travel details so that they know when they can expect to hear from you. Be sure that your friends/family know that it will take you some time to get through customs, get your luggage, get to your program site, and this may delay your ability to get in touch with them about your safe arrival. Just let them know that you’ll communicate with them as soon as possible, and in most cases no news is good news.

Telephone/Cell Phone

If you are considering a cellphone, it is best if you check with your provider in the U.S. whether your cell phone can be used in Guatemala. Considering the short duration you are in country, you may be able to purchase a cheap cell phone in Guatemala or use pre-paid phone cards with minutes for local and international calls purchased at a shop. You will have access to internet at the Common Hope site and there will be opportunities for Skype and email.

When making calls, keep in mind time zone differences www.timeanddate.com/worldclock. To make an international call to the United States from Guatemala, dial “001” followed by the appropriate U.S. area code and local number. To call internationally from the United States, dial “011”, the country code (502) and the phone number. Other country and city codes can be found online www.timeanddate.com/worldclock/dialing.html. Some of above steps can vary if you are using a calling card.

Skype

Many study abroad participants report using Skype. Skype allows you to call from a computer (with a mic) to another computer or telephone, as well as video call with a webcam.

Email: A laptop is not a requirement for academic purposes, but students may bring one for personal use. There will be internet availability at Common Hope.

WEBSITES OF INTEREST

International Academic Programs (IAP) at UW-Madison:
www.studyabroad.wisc.edu
U.S. State Department:
travel.state.gov

U.S. State Department Students Abroad site:
http://www.studentsabroad.state.gov/

Center for Disease Control:
www.cdc.gov/travel

Current Exchange Rates:
www.oanda.com/converter/classic

Cost of Living Calculator:
http://www.numbeo.com/cost-of-living/

Guatemala Tourist Website:
http://www.visitguatemala.com/

Local newspapers in Guatemala:
http://www.thepaperboy.com/guatemala/newspapers/country.cfm