

GEN Short Exchange

SAIT Polytechnic, Calgary, Canada

Frequently Asked Questions ...

What is the Global Education Network (GEN)?

The Global Education Network (GEN) is an organisation founded by Box Hill Institute and SAIT Polytechnic in Calgary, Canada in 2001. Kirkwood Community College in Iowa, USA, and ITE, Singapore, have also joined the GEN partnership to provide international experiences for their students. Through this network of vocational colleges similar to Box Hill Institute we are able to offer international travel and study opportunities to our enrolled students. Box Hill Institute students can travel to the GEN partner colleges to live, study and explore a new international environment for up to six months. Box Hill Institute also hosts international students for up to six months under the Global Education Network agreement. More information about the Global Education Network is available at: <http://www.globaledunetwork.org>

What happens on the Short Exchange?

A short exchange is generally 3 weeks duration. It offers you a variety of experiences — cultural or tourism opportunities, exposure to international industry through pre-arranged excursions and tours, and an opportunity to spend time in a classroom at the host college to understand different international teaching and learning styles and sometimes different curriculum. Short exchanges are busy, interesting and exhausting! They are often the inspiration for further international travel planning and experiences for Box Hill Institute students.

Is a Short Exchange program right for me?

- Am I adaptable?
- Am I flexible?
- Can I deal with uncertainty?
- Am I resourceful?
- Am I interested in meeting new people?
- Am I interested in other cultures?
- Am I open-minded?
- Am I physically fit and healthy?
- Do I have clear and realistic goals/objectives for this experience?

If you have answered **yes** to these questions, then participating in a short exchange program may be right for you!

It is important for you to take responsibility for the success of your participation. Having realistic expectations play a big part in how enjoyable this experience will be.

I'm an International student at Box Hill Institute – can I still apply?

Eligible applicants from Box Hill Institute must be 18+ years of age and Permanent Residents of Australia or Australian citizens. The aim of the program is to give local students an opportunity for an international exchange opportunity.

Is there any funding available to assist with the costs?

Box Hill Institute will provide a travel scholarship including travel insurance to students participating in the three week exchange program. The students are then responsible for all other associated costs. The actual costs of a short exchange will depend on the type of accommodation, meals, entertainment activities, souvenirs, passport and travel insurance you select. Estimates are available at information sessions or you may like to discuss your personal situation with the staff in the Student Mobility office.

Who else is going to be there?

There may be a group of students from ITE in Singapore and Kirkwood Community College in Iowa at SAIT Polytechnic at the same time as the Box Hill group. Each college will also be sending a

faculty or staff member as a "mentor" for the group of students. Some of the students may be doing the same training that you are so they will participate in the same program. You will get to meet other visiting students on the tourism or cultural visits.

Prior to departure, you will have a number of opportunities to meet with the other students (and staff) from Box Hill Institute. We will also have a Facebook page available for you to share information with the other students prior to and during the program.

Where is everyone staying?

Students will be staying in either serviced apartments in Calgary or the SAIT on-campus Student Residence depending on availability at the time. There are kitchen facilities in the apartments and student residence accommodation so you can keep food costs down for the visit by preparing most of your own meals. All Box Hill Institute students will stay at the same location for the three weeks. Students are unable to make their own accommodation arrangements to stay with friends, relatives or with other providers. Accommodation arrangements will be confirmed closer to the departure date. Reservations will be made for the BHI group by the Student Mobility office liaising with SAIT Polytechnic to ensure we receive the most competitive price available.

When will I get to meet everyone?

The Box Hill Institute group will get to know each other during the pre-departure sessions arranged before travel. Some groups like to arrange an additional get together, for example, have a meal together prior to departure.

Students from the college in Singapore and Iowa will have different flight arrival times into Calgary. We expect that groups will arrive on the Saturday prior to the program, and will complete a day of orientation before the training commences. The orientation will ensure you know your way around the local area, can catch a train, have had a quick look around the central business district area, and can buy or order food and coffee! You will also know where to come for your first class.

Can I book my own flight and accommodation?

Students applying for scholarship assistance and joining the Box Hill Institute team will travel as a group on the same flights. The group will stay in the same accommodation which will be used by the other colleges participating in the program. There are no exceptions to this arrangement.

Travel and accommodation bookings will be coordinated for the group through the Student Mobility Office.

A Box Hill Institute staff member will accompany the group for travel, cultural activities and throughout the academic program planned for the three weeks.

Can I extend my stay in Calgary after the training program finishes?

All Box Hill Institute participants will return on the designated flight to Melbourne at the conclusion of the program. There are no exceptions to this arrangement.

Do I need a visa?

Students will apply for an Electronic Travel authorization (eTA) online <http://www.cic.gc.ca/english/visit/eta-start.asp>. There is a charge of CAD\$7 for the Visa. The Canadian visa application process will be discussed during the pre-departure sessions prior to travel.

Please note if you are a permanent resident of Australia, Visa requirements may apply. It is your responsibility to check the Visa requirements based on your individual circumstance

What about Travel Insurance?

All Box Hill Institute students participating in a Student exchange will automatically receive travel insurance. Box Hill Institute's travel policy does not cover treatment for pre-existing medical conditions. Therefore, depending on your own personal travel requirements and circumstances, you may choose to purchase additional travel insurance cover. Travel Insurance will be discussed in detail at the Pre-departure sessions.

Will I need text books or any other study materials?

We suggest you take items such as writing materials and paper with you for the program. You may also need to consider taking additional resources if you are completing a project when you are at the host college. This may include reference material or a USB.

Carry-on Baggage Requirements

All passengers flying to and from Australia on international flights are only permitted to carry small quantities of liquids, gels or aerosols in their cabin or carry-on luggage. Small containers of 100 ml (3.5 fl oz) are permitted and must be sealed in a transparent plastic bag. Carry-on and checked in luggage allowances will be discussed at the Pre-departure sessions.

What will the weather be like?

September Average Temperature (Autumn) Max.17° and Min. 6° C

What will I wear in Calgary?

Autumn - Weather during these in-between seasons can be unpredictable. Bring a warm jacket and clothing that can be layered. For the city, pack lightweight clothing with a sweater, raincoat or light topcoat for cooler evening temperatures. Temperatures in the mountains are always a little cooler than in the city.

My personal forecast...lots of layers...clothing that you would wear as a student at Box Hill Institute would be appropriate – jeans, and casual tops are acceptable. Students will be required to wear business clothes when participating in industry visits. Male students could wear a business shirt (tie optional) and jacket if available. Females could wear skirt/pants and jacket for example....think of clothing for an interview for a business position. Depending on your area of training, you may need to pack work clothes and boots so you can do site visits and spend time in workshops. Hospitality students may need to take black pants/white shirt so they can participate in restaurant classes, and commercial cookery students will need their uniforms. We will confirm these requirements with you during the pre-departure program.

Students may take advantage of some of Calgary's restaurants and choose to bring smart casual or dressier clothes. Some clubs will have a dress code which may not allow denim or some footwear.

An Awards function is often planned for the end of the program – students may like to dress for the official Awarding of Certificates.

There may also be a weekend visit to Banff – there may be some hiking opportunities so bring appropriate clothing and comfortable footwear.

Should I bring a laptop computer?

If you have a laptop computer, you may like to bring it with you. You may find it useful to complete any project requirements as well as keeping in contact with your family and friends via the internet. There will be opportunities for students to also access computers for classwork, and access to the libraries and their computers at SAIT. Many of the courses at SAIT Polytechnic are "laptop programs" – many course materials are loaded onto the laptops at the start of the academic year and students pay to "hire" them for the duration of the course. When classes finish they are reimbursed if the laptop is returned in good condition. You will not be able to access any class material on your own personal laptop.

What's the cheapest way to keep in contact with home?

Internet or phone cards can be less expensive ways to keep in contact with family and friends at home. There will be opportunities for students to purchase local sim cards for mobiles if required during the orientation part of the program

How can I get around by myself?

Central Calgary is fairly straight forward to navigate. The Light Rapid Transit (LRT) or C-train will assist you to explore with only several different lines to challenge you! One fare allows you to transfer to another C-train or bus – transfers are free and good for 90 minutes.

Calgary is also home to the Plus 15 walkway system; a series of enclosed bridges, spanning a total distance of 16 kilometres, which connect a majority of the buildings in the city's downtown core.

How much does a train or bus ticket cost?

A day pass will cost approximately CAD\$7.50. A book of 10 tickets will cost approximately CAD\$25.00

How big is Calgary?

The population of Calgary was 1,392,000 in 2016.

What currency is used in Alberta?

Name : Canadian Dollar
Symbol : CAD\$

Coins come in 1cent (penny) 5 cent (nickel) 10 cent (dime) 25 cent (quarter) \$1 (loonie) and \$2 (twoonie) pieces

Paper currency comes in CAD\$5, 10 and 20 denominations. The CAD\$50 and \$100 are less common and may be difficult to cash.

Changing Your Money

Changing foreign currency can be done at most banks. There are foreign-exchange booths at Melbourne Airport's (prior to your departure from home) in the international terminal.

Money Tips

Travel and credit cards (particularly Visa and MasterCard) are widely accepted, and ATMs all over the country accept credit and Cirrus cards. Confirm the best option for you with your own bank prior to departure from Melbourne.

Emergency contact

Student Mobility and Scholarship Coordinator
Academic Affairs
Box Hill Institute
Tel: 61 3 9286 9601
Email: gen@boxhill.edu.au

Any useful links

Box Hill Institute of TAFE	http://www.boxhill.edu.au
SAIT Polytechnic	http://www.sait.ca
Tourism in Calgary	http://www.visitcalgary.com/
World Time Server	http://www.worldtimeserver.com/
Universal Currency Converter	http://www.xe.com/
Smarrtraveller	http://www.smartraveller.gov.au

** If you are a permanent resident of Australia special visa requirements may apply to you.*