

Guidelines for Family Accompanying Faculty Leading Credit-bearing Undergraduate Study Abroad Programs

Waiver and Release:

Family members are expected to abide by the same WFU policies as participants on the program. Family members should be aware that their personal behavior must not in any way affect the quality of the program. All family members are expected to sign a risk and release form.

Minor Children

Given the duties and responsibilities of the resident professor (RP), children under the age of 18 cannot be left unsupervised during class time, advisory sessions, crises, etc., when the RP will be inaccessible to the child(ren). Therefore, the RP must insure that there is someone (local or from home) who can provide childcare other than the RP. This may include childcare from within country or someone from the U.S. accompanying her/him for the purposes of childcare. In the latter case, the accompanying individual may reside in the faculty apartment/suite at no cost to that individual. Please note that it is not acceptable for student participants or WFU onsite staff to provide childcare during the program. Student or staff should not be put in any position (even voluntary) that might unintentionally create risk or ill will for them with the resident professor.

Per Diem

In addition to the resident professor's airfare, per diem allowances to help defray living expenses are calculated each semester based on the current exchange rates. The calculation of the per diem will be discussed during your meeting with administrative assistant for the Provost Office of Global Affairs. The total per diem for the semester will be dispersed in the form of a travel advance prior to departure, with the resident professor completing an expense voucher upon return for the corresponding amount of the advance. No receipts will have to be retained or submitted for reimbursement. Resident Professors should deposit their travel advance in their personal checking accounts prior to departure and use their own ATM cards for withdrawals during their semester away. As part of their allowance, \$50 is included to cover fees associated with these personal transactions.

International Insurance

WFU will provide GeoBlue international health insurance for you for the duration of your program. Additional information about the policy can be found here: [GeoBlue](#).

WFU will provide iNext Travel Health Insurance for all family members traveling with the program. Information on what is covered by the iNext Travel Health Insurance basic plan can be found here: [iNext Basic Plan](#). If you would like to purchase a comprehensive international health insurance plan for your family members through GeoBlue please contact the Center for Global Programs and Studies.

Travel Within the Program

Your family members are welcome to join you and the program participants on any activities and trips within the program; however, you are responsible for the additional costs. Please speak with the onsite staff administrator to determine what those costs would be.

Passport and Visa Fees

Any fees associated with obtaining a passport is not covered by the program; however, any fees associated with obtaining a visa for your family members will be covered by the program.

Schooling

Unfortunately, there isn't any funding available to help with the cost of local schooling abroad. Our onsite team is available to help answer questions and guide you in the right direction if you are interested in enrolling your children in a local school. In some locations, it may not be possible, and you will have to plan on home-schooling your children.