



BGLnS

Bachelor of Global and
International Studies

International Experience Guide





Holly, International Placement
Thailand

BGInS International Experience Guide

There are six ways to fulfill the BGInS International Experience Requirement (IER). Each option has different timelines, costs, and academic requirements. This guide will help you determine which one is right for you.

Read on to learn more about the application process, important dates and deadlines, and the IER Bursary.





IER Options at a Glance

General Considerations

Option:	Exchange or Letter of Permission	International Placement	Courses Taught Abroad & Experiential Learning Abroad	Global and International Group Project
Term:	Fall, Winter or Fall & Winter	GINS 3900/3901 – Summer preferred GPOL 3100 – Winter	Summer	Fall or Winter
Duration:	Dependent on institution	12 weeks to one full semester	2.5 to 3 weeks	One semester
Travel Planning:	Students are responsible for travel planning and in-country arrangements	Students are responsible for travel planning and in-country arrangements	Travel planning and logistics mostly organized by units on campus	No travel required

Academic Requirements (All options require 3rd year standing)

CPGA:	7.0 or greater	GINS 3900/3901: 7.0 minimum GPOL 3100: 9.0 minimum at beginning of third year	No CGPA requirement	No CGPA requirement
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Financial Considerations

Tuition:	Exchange: Tuition paid to Carleton, regular rates apply LOP: Tuition paid to host institution	Tuition rates dependent on which term Placements occur	Summer tuition rates apply	Cost of course is included in Fall or Winter tuition
Costs to plan for:	Flights, accommodations, general living expenses	Flights, accommodations, general living expenses	Course fees, *flights, general spending money	No additional costs beyond regular tuition
Misc. information	Exchange: Partner institutions LOP: Non-partner institutions	GPOL 3100 is only available to students in the Global Politics Specialization	Topics of courses and destinations change annually *Inclusion of flight cost in course fees will vary	Theme of group project changes annually



Monica, International Placement
UN Headquarters, New York



Choosing a BGIInS IER Option

Below is an overview of some criteria that can aid students in choosing an IER option. In the pages that follow, each option is presented in detail with reference to these criteria. Students are welcome to receive advising from BGIInS staff on selecting an option that is best for them.

Time of Year and Duration

- IER options are available over the Fall, Winter and Summer terms. Certain options have ideal terms in which they should take place
- The duration of IER options range between 3 weeks to 2 full semesters

Cost

- All IER options require students to pay tuition in addition to any costs incurred for their IER
- All BGIInS students traveling for their IER are eligible to receive an IER Bursary
- Costs provided in this brochure are estimates only

CGPA Requirements

- Some IER options have CGPA requirements. Options with minimum CGPA requirements must be adhered to, while the options without CGPA requirements offer more flexibility for students' eligibility

Travel Planning and Group vs Individual Travel

- Some IER options for group travel are pre-arranged by BGIInS and supporting offices on campus, where students will do minimal planning and organizing for their IER
- Other IER options are individualized and require substantial planning and initiative from students to make arrangements

Transfer Students

- Certain IER options are better suited to students with transfer credit. Transfer students are encouraged to receive IER advising so that they can choose an option that is conducive to their study plan

Emmalee, Letter of Permission
Germany





Option 1: International Exchange at a University

Exchange allows students to pursue full-time study at one of Carleton's partner institutions. Students pay tuition to Carleton while on exchange and can transfer credits back to their Carleton degree. Exchange is available during the Fall and/or Winter terms. Student require a minimum of a 7.0 CPGA to participate in an exchange. The application deadline for outgoing exchange is early December of the preceding academic year. This program is administered by the ISSO.

***Students with transfer credit are required to complete at least 4.0 credits at Carleton before being able to apply for Exchange**

Option 2: International Placement

A placement is a for-credit internship work option, which is normally unpaid. Placements must be global and international. Normally this means the placement is with an organization outside of Canada, but it could also mean interning with an organization based in Canada that works on global and international issues. There are two options for fulfilling this requirement:

- 1) With partner organizations where there is an Affiliation Agreement between the organization and BGInS
- 2) With an organization that is identified by students, where placements are subject to approval by the Internship & Global Partnership Coordinator and BGInS

Most students will register in GINS 3900 (0.5 credits) or GINS 3901 (1.0 credit). The GINS 3900/3901 placements are normally available during the Summer term, although placements may be available in the Fall or Winter terms. GPOL 3100 (2.5 credits) is a year-long course commitment with placements during the Winter term. Eligible students interested in GPOL 3100 are advised to contact the Dept. of Political Science for more information.

Option 3: Letter Of Permission

This option allows students to take courses abroad at a university that is not an exchange partner. In order for courses to count toward your Carleton degree, they must comply with Letter of Permission (LOP) regulations and be pre-approved by the Registrar's Office. Students need to take a minimum of 0.5 credits to satisfy the IER. Students pay tuition to the university that they are attending. The LOP option is available all year, but there are different application deadlines for each term.

March 1: Summer term LOP deadline

July 1: Fall term LOP deadline

November 1: Winter term LOP deadline

*Students with transfer credit are required to complete at least 4.0 credits at Carleton before being approved for an LOP.



Sydney, International Placement
San Vicente de Pacaya, Guatemala



Option 4: GINS 3200, Experiential Learning Abroad

In this course, students engage in a service learning project for academic credit. Students will travel as a group led by an instructor provided by BGInS, and the trip is facilitated by a local partner organization. This course combines a field trip with pre and post travel classroom instruction on campus and is offered in the early summer term annually. All travel and in-country arrangements are coordinated by the Student Experience Office at Carleton.

Option 5: Carleton Course Taught Abroad

Academic units across campus offer courses taught abroad, and many can fulfill the IER. These courses are normally offered in the early summer term. GINS 3300 is offered annually, and other units may offer their courses on an annual or semi-annual basis. The topic, destination and instructor will vary from course to course. Eligibility and logistics are determined by the academic unit offering the course. Below is a list of courses taught abroad that can fulfill the IER, and there may be additional options outside of this list that qualify. Please consult the BGInS website for availability.

GINS 3300 [0.5]

AFRI 3100 [0.5]

ARTH 3701 [0.5]

ARTH 4701 [0.5]

CLCV 3400 [0.5]

EURR 4302 [0.5]

GEOG 3030 [0.5]

RELI 3850 [0.5]

Global and International Studies Abroad: Selected Topics

African Studies Abroad: Selected Topics

Art and Architecture on Site

Art and Architecture on Site

Greek and Roman Studies Abroad

European Study Tour

Regional Field Excursion

Topics in the Study of Religion Abroad



Option 6: GINS 3100, Global and International Group Project

In this course, students have the opportunity to gain real-world research and project development experience from the classroom in Ottawa. Under the direction of a Carleton instructor, students groups work together as “e-volunteers” with an overseas partner. BGIInS students taking this course are not eligible to apply for the IER bursary. Registration for the course is available through Carleton Central.





International Experience Requirement (IER) Bursary

Students completing their IER are eligible to apply for financial assistance of \$500 - \$2500. The IER bursary is managed by the Awards and Financial Aid Office and is intended to supplement the student's primary source of funding. The amount of the bursary will vary according to need. As part of the application process, the student will be required to complete a budget document declaring expenses (educational and living) and all financial resources (income, savings, scholarships, bursaries, student loans, student line of credit). BGIInS students participating in GINS 3100 to fulfill their IER requirement are not eligible for the IER bursary.



Holly, International Placement
Peru

IMPORTANT INFORMATION

BGInS guarantees that sufficient IER options will be available for all students. It does not guarantee that space will be available in your preferred option, though we will make every effort to accommodate your preferences.

Academic Requirements: Students applying to complete the International Experience Requirement must:

- Have at least 3rd year standing at Carleton University
- Meet the minimum CGPA of their chosen option (please see individual options for details)

Timelines and Deadlines: Each IER option has specific timelines and deadlines. Students should pay close attention to the timelines and deadlines of their preferred IER option.

Costs and Payments: Each IER option has a different set of costs and fees. Costs will vary depending on destination and the duration of travel. Students should research associated costs closely before making decisions on their IER option.

Insurance: Students will be responsible for obtaining their own insurance and/or services package for any travel abroad. You will be required to provide proof of insurance before departure.

Health: Some countries require travelers to provide proof of vaccinations. Students are required to obtain the necessary vaccinations and information regarding the medical risks of their destination.

Liability: BGInS will make every effort to support students undertaking an IER; however, students assume final responsibility for all costs and risks associated with the IER.

Passport and Visas: Students must obtain their own passport, which must be valid for at least six months beyond the last day of the IER. Students may also be required to obtain a visa to travel to their chosen destination. It is the responsibility of each student to research the visa requirements. Please note that visas can take a long period of time to obtain; so applications should be made well in advance of travel.

Travel Registry: All students are required to complete the Travel Registry through Carleton Central before participating in the IER.

Documentation: There are different documents required for each IER option. Please consult the BGInS website for the required documents for your chosen option. Students will not be allowed to participate in the IER until they have completed all necessary documentation.



Notes:



Kean, International Placement
Jamaica

Aynsley, International Placement
Spain



For advising and additional information

**Please contact the Bachelor of Global and
International Studies Program**

bgins@carleton.ca
Phone: 613-520-7575



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