



## OSAC Academia SECTOR COMMITTEE

### Questions for Hosting Institutions & Third Party Providers

Recognizing that the Academia Sector Committee (ASC) has a strong interest in the resumption of safe and secure education abroad activities in the time of COVID-19, a working group of the Steering Committee has developed this questionnaire that may be used by sending institutions to gather information about the COVID-19 protocols in place for third party provider organizations and hosting institutions. The intention of the ASC in offering this to the membership is to assist member institutions in gathering essential information about programming and to streamline the many informational requests to hosting institutions and third party provider organizations by offering a standardized set of considerations. Input on the questionnaire was provided by both sending and hosting institutions, and by provider organizations.

It is acknowledged that information requests to hosting institutions and provider organizations have been substantial, far surpassing the level of detail previously requested about program protocols. Yet, some sending institutions' highly risk-averse approach to travel of any kind during the pandemic necessitates more detailed information on programming. It is reasonable to expect that hosting institutions and providers may not be able to address every item included in the questionnaire, as the world remains very much in flux.

It is also understood that sending and hosting institutions or provider organizations have a shared responsibility in gathering information about the COVID-19 environment in the host country. While third party providers and host institutions are being invited to complete this tool, sending institutions should not rely on hosting institutions or providers as their sole source of information in assessing the risk with a return to education abroad activities. There is a wide variety of information sources, including many OSAC resources that ASC members should consult in their decision-making process. It is hoped that this tool, developed for the ASC, will provide an avenue for information sharing that will support all institutions in their efforts to safely restart education abroad activities.



# OSAC Academia

## SECTOR COMMITTEE

### Organizational Information

Organization Name:

Contact Name

Contact E-Mail

Contact Phone

Date Last Updated  
(YYYY/MM/DD)

Website

COVID Specific Site  
(if applicable)

For which terms are these  
answers relevant?

Summer 2021:

Fall 2021:

Spring 2022:

### Program Logistics, Support and Contingency Planning

How will students be informed of local/host country requirements and program requirements pertaining to COVID-19 risk mitigation before and during the program should they change?

In addition to country entry requirements, what requirements as a provider or hosting institution do you have in place for programs? (e.g. quarantine, testing, vaccine, etc.)

If your program provides health insurance to all participants, please provide details on coverage and costs related to COVID-19 including testing (for both symptomatic and asymptomatic), quarantine/isolation, medical care, potential repatriation if cases rise to a level that warrants it, expenses for extended shelter in place if needed, etc.

What measures will you take to support students who may have self-disclosed they are in a higher-risk category for COVID-19?

What measures, if any, are being put in place to minimize the risk of inbound students exposing host communities to COVID-19 infection they may have picked up prior to arrival?

Describe existing protocols and supports for the following considerations:

Tests or daily symptom monitoring as a requirement program participation

Students who test positive for COVID-19 or may have been exposed, including classmates/roommates and typical wait time to get a test and results

Contact tracing

Quarantine/isolation procedures, including past the program's end date

On-site program resources that are available to students to support them during quarantine/isolation, including that for which the student or home institution are responsible (e.g., housing, food, laundry, mental health and well-being support, internet, printing, academic continuity, etc.)?

Describe how your organization interacts with local public health entities on the following:

Understanding and adhering to local health regulations for academic and living spaces your organization controls, which may include but are not limited to admissible size of gatherings, de-densification, social distancing (e.g. 2 meters, 1 meter), facial covering requirements, restricted access to buildings, testing capabilities, contact tracing systems, sanitization of spaces, etc.

Requirements to report positive COVID-19 cases to local public health entities in the event that there are confirmed cases among student participants, staff, instructors, or someone with whom students have been in close contact.

Authority to quarantine a whole housing building or temporarily close a school if there is a serious outbreak (as we note is possible in some countries).

What training has been provided to local staff on COVID-19 procedures? Does this training apply to all staff including faculty?

What is both the threshold and process to alter or suspend program activities in the event that COVID-19 cases spike, travel restrictions or stay at home guidelines are activated, and additional precautions are necessary?

What are your plans for maintaining academic continuity if the program must be altered or suspended in the middle of the term? Please describe remote/alternative learning plans available in the event that the students need to leave the program site or are not able to attend class due to COVID-19 diagnosis or exposure.

## Student and parent/guardian responsibility and conduct

Describe any new expectations, compacts, or special agreements you have implemented as part of the student code of conduct. Please confirm whether new COVID-19 student conduct and responsibilities will be covered in pre-departure and on-arrival orientations.

Describe what, if any, repercussions are in place for student conduct violations. Will you notify the home institution?

Do you require parent or guardian informed consent as a requirement of student program participation (e.g. possibility of being unable to fly over in the event of a medical emergency, etc.)?

## Communications

Are there local privacy laws that would prevent you from sharing information on confirmed COVID-19 cases? If not, is there a communication plan to inform of confirmed cases for the following: the member institution, students on-site who were and were not exposed, and student's emergency contact?

What is your organization's protocol for addressing parent/guardian concerns regarding quarantine, isolation or hospitalization, etc.?

## Housing/Accommodations

Please indicate which types of student accommodation your organization will be using in 2021 (we understand that not all housing options may be available at all sites):

Dormitories/Student Residences:  Hotels:  Homestay:  Apartments:

Other (Please Specify):

Please describe any changes to student housing that you have implemented (e.g., single rooms only, restrictions on bathrooms, restrictions on visitors, etc.).

Will all students have the option of selecting private accommodation? Is there an additional fee for this?

If you are using homestays, please provide details of any COVID-19-specific protocols that will be in place. Describe the action plan if someone in the homestay contracts COVID-19.

### Local travel and co-curricular activities and excursions

What program sponsored excursions and co-curricular activities will be offered to students? Please include details on any that may require overnight stays and/or travel outside the region or host country and how these activities are vetted to adhere COVID-19 safety guidelines of the host country.

Will students be permitted to travel within the host country (but outside the host city) or outside the host country in their personal time? If so, please provide details on the following: No Outside City Travel  
Host Country Only

What requirements, if any, to report their personal travel to your organization

What support from your organization, if any, students will have

Protocols in the event a student is traveling and unable to return to the study site because of travel restrictions

Protocols in the event a student is diagnosed with COVID-19 while traveling