



NIU-HC Global Internship and Leadership Development Program

**On-Campus Component:
April 8 – May 6, 2019**

**Mexico Internship Component:
May 13 - June 9, 2019**

This study abroad program is coordinated by the Northern Illinois University Study Abroad Office (SAO), in cooperation with the Office of Student Engagement and Experiential Learning.

PROGRAM DATES: The program will officially begin on Monday, April 8, 2019 on the NIU campus with a 3-credit hour pre-departure course to be held from April 8 – May 6. The internship component in Mexico will begin on May 13 and will end on Sunday, June 9, 2019. Students will be responsible for making their own air travel arrangements. They should work with Human Connections to plan for a departure date of May 13 with the internship to run through Sunday, June 9 for a total of four-weeks. This includes the three-week-120 hour total internship and one-week leadership development training.

PROGRAM DIRECTOR: Michaela Holtz, Director of the Office of Student Engagement and Experiential Learning will serve as the NIU program director.

Michaela Holtz has been a scholar and practitioner in the field of higher education since 2012. She has had a diverse career with experience as a practitioner in the areas of college student experiential learning, civic and community engagement, undergraduate research, leadership education and college student success and engagement. Michaela Holtz's degrees and background in Geography and Higher Education position her to create connections between many engaged learning opportunities and diverse global communities. Michaela Holtz is an active member of the Council on Undergraduate Research, the Illinois Campus Compact and the International Association for Research on Service Learning and Community Engagement.

PROGRAM OVERVIEW/OBJECTIVES: The primary purpose of this program is to provide participants with the opportunity to:

- Engage in an immersive international internship experience, leaving participants better prepared to understand and engage with local communities during their time abroad.
- Learn through dialogue and human relationships and thoughtfully consider and begin to understand the needs and capacity of diverse global communities.
- Gain leadership and professional skills through engagement in their internship and through workshops with local leaders.

Academic credit. The NIU-Human Connections Global Internship and Leadership Development Program will engage students in a 3-credit hour hybrid NIU course where students will complete an online curriculum in addition to engaging in thoughtful discussion and preparatory exercises before beginning their internship. For the internship and professional development component of the program in Mexico, students will engage in an NIU-HC internship and leadership development experience in Bucerías and the Riviera Nayarit, Mexico. Upon completion of the internship experience, students will be expected to present a poster as a final capstone.

Structure to maximize impact. The NIU-Human Connections Global Internship and Leadership Development Program culminates with the completion of a collaborative, creative, community-based poster, which will be presented by students at the Summer Research Symposium, Community Engagement Showcase or in another designated showcase depending upon student's degree completion date.

PROGRAM SITES: Bucerías and Mexico's Riviera Nayarit.

HIGHLIGHTS: The NIU-Human Connections (NIU-HC) Global Internships are led by Human Connections (HC) Executive Director, Elly Rohrer, as well as other HC staff members, in collaboration with local staff and guest speakers. HC staff has conducted more than a dozen student programs in Bucerías, a small beach town just north of Puerto Vallarta, Mexico. These programs have involved students from Tufts, Harvard, Yale, Berkeley, MIT, NYU, and many more. Programs are capped at 12 interns and, given the intimate nature of our work and housing, interns tend to become close friends who stay in touch for years to come.

This Summer Internship is an immersive cultural and professional development experience ideal for those seriously interested in the social sector. Students are treated as a part of a small but inventive team, and are entrusted with a great deal of responsibility and choice. NIU-HC wants students to think critically about community and economic development. When working to help those in need, students must first understand who they are, what their goals are, and why. Through projects, personal interaction, and meetings with social entrepreneurs in western Mexico, this internship gives students the analytical tools necessary to tackle these questions. It also provides them with experience that will help them make decisions about their own future in the social sector.



PROGRAM AUDIENCE: Space is limited. Qualified applicants will be interviewed in the last few weeks of January. Decisions on acceptance into the program will be made two weeks after the application deadline. The program is open to undergraduate students currently enrolled at NIU. All majors are welcome. NIU-HC internships are focused on the following areas: ***Education and Outreach, Business Innovation, Marketing and Research and Non-Profit Management.***

INSTRUCTION METHOD: The 3-credit hour course will be structured as a hybrid course with face-to-face meetings occurring on NIU's campus and the rest of the pre-departure course will be online. The course will be taught by Dr. Renique Kersh or another designated faculty/staff. The face-to-face meetings will include critical reflection, presentations about the local and surrounding communities of Mexico's Riviera Nayarit, engaged discussion around topics like voluntourism, community needs, community-based participatory research and service and global scholarship.

Students will be asked to develop a final capstone for the internship experience which will be presented to the larger campus community and will be shared with the Human Connections staff. The first three weeks following the NIU on-campus course, students will engage in an NIU-HC internship experience in Mexico. The final week of the experience will include a leadership development retreat, which will include skill development, interaction with local leaders and critical reflection.

PROGRAM ACADEMIC CREDIT: For satisfactory participation in the program, participants will be registered during the Summer 2019 session for the following courses.

INTL 201: Study Abroad Programs - NIU Human Connections Global Internship and Leadership Program		3 semester hours
Description: The course will be structured as a hybrid course with face-to-face meetings occurring on NIU's campus and the rest of the course will be online. The face-to-face meetings will include critical reflection, presentations about the local and surrounding communities of Mexico's Riviera Nayarit, engaged discussion around topics like voluntourism, community needs, community-based participatory research and service and global scholarship.		
AND		
INTL 301- Study Abroad Programs - Internship		3 semester hours
Description: Students will engage in an NIU-HC internship and leadership development experience in Bucerías and the Riviera Nayarit, Mexico. Upon completion of the internship experience, students will be expected to present a poster as a final capstone		
Procedure: Students must contact the program director to complete the internship approval form that you will receive from the Study Abroad Office once you've begun the application process. It is recommended that INTL 301 be used for the internship, however, if students would like to receive internship credit for another department, they will have to meet with an advisor in the department to determine whether this is possible.		

APPLICATION AND ADMISSION PROCEDURES: The program is open to current NIU undergraduates who meet the NIU general admission requirements, and who are interested in engaging in an intensive global internship and leadership development experience. Students must be in good academic and disciplinary standing at the time of application. Students who are on academic or disciplinary probation are not eligible to participate in study abroad programs. **Applicants must participate in the *entire* program and satisfy NIU undergraduate or graduate admission and course requirements.** Students who are graduating must work with Registration and Records to delay degree conferral date until after the completion of the internship.

Students cannot have any encumbrances against their NIU records. Any encumbrances placed on a student's records by NIU (i.e., Undergraduate Admissions, Graduate School, Bursar's Office, Accounts Receivable, Registration and Records, Office of Student Conduct, Health Services, Parking Services, etc.) must be cleared before a student can be granted admission to a study abroad program.

For any student to be admitted into a study abroad program, an applicant's transcript must be on file with the NIU Study Abroad Office.

Students who are currently enrolled at NIU, or who have previously enrolled at NIU, do not need to request an official transcript; SAO will make this request on behalf of the applicant.

APPLICATION: Click ([link to program – provided by SAO](#)) or visit the NIU Study Abroad Office website at <https://niu.studioabroad.com> (and search for “Mexico” or the program name to begin the online application process for this program. The online process provides guidance on requesting information, advising, or applying for the program. More detailed instructions can be found on the <https://niu.studioabroad.com> website or by contacting the Study Abroad Office at (815) 753-0700 or niuabroad@niu.edu.

\$200 APPLICATION FEE/DEPOSIT: A \$200 application fee/deposit is required of all applicants. The \$200 consists of \$100 for the non-refundable application fee and \$100 for a program deposit. Both the application fee and the deposit will be applied to the total balance of the program cost. The \$100 deposit is refundable only if the participant withdraws prior to the withdrawal deadline indicated on the program materials or for medical reasons verified by a physician if the withdrawal takes place after the withdrawal deadline.

The \$200 application fee/deposit will be charged to NIU students' NIU Bursar's account. (Checks and money orders cannot be accepted from NIU students.) Non-NIU students must submit a check or money order in the amount of \$200. More detailed instructions can be found on the website.

IMPORTANT – All applications will be categorized as “Pending – No Deposit” until the \$200 application fee/deposit has been received (or, in the case of non-NIU students, once a check has been received). The Study Abroad Office will not consider or process applications without the \$200 application fee/deposit. In order to reserve your place in the program you must submit the \$200 deposit within 14 days of application. After 14 days applications without a deposit will be changed to inactive.

APPLICATION DEADLINE:**~~December 9, 2018~~ – Extended to JANUARY 25, 2019**

Space in this program is limited, so early application is recommended. Qualified applicants will be selected and required to interview with the program director (January 15 - 29) before the final selection of participants at the beginning of February.

Upon acceptance into the program, applicants must change their status to “Committed” and complete all post-decisions items on the Study Abroad Portal in order to be considered an active participant and reserve their place in the program.

Applicants who have not changed their status to “Committed” will be withdrawn from the program.

ACCOMMODATIONS, AIRFARE AND MEALS: Students will stay in comfortable and safe accommodations in Bucerías, which will include kitchen access, double occupancy rooms, and free internet. In addition, they will be located within convenient distance to grocery stores, restaurants, cafe, and the town plaza. During their last week in Mexico, students will relocate to the town of San Pancho, and will stay in hostel-style accommodations inside of the Entreamigos community center. Students will be provided with 12 group meals throughout the program.

AIR TRANSPORTATION: Individuals will be responsible for making their own air travel arrangements. Airfare can range from \$300-\$600.

For information regarding airfares and airlines students may wish to check-out additional airfare sites on the Internet.



Important - The Study Abroad Office advises all participants that flight reservations for this program should not be booked until:

- a. After the February 1, 2019.
- b. The SAO has accepted the minimum number of participants needed to operate this program.

This advisory is given so that participants do not find themselves financially responsible for airline tickets should it be necessary to cancel the program. (See section entitled, **CANCELLATION OF THE PROGRAM.**)

PASSPORT: --IMPORTANT--All participants must have a passport in order to participate in this seminar. *Important Note: U.S. passports must be valid SIX months beyond the intended stay overseas.* Individuals who do not currently possess a valid passport should apply for one immediately. Information on acquiring a passport is available at the U.S. State Department's Website: <https://travel.state.gov/content/passports/en/passports.html>. U.S.



passport holders do not need special visas for this program. Non-U.S. passport holders may need special visas for travel in Mexico **and are responsible for obtaining all necessary visas.**

PASSPORT PHOTOS: You may have your passport photo(s) taken in the NIU Study Abroad Office. Photos are \$5.00 for two photos. Photos must be purchased in multiples of two. Photos are usually developed while you wait. Photos can be paid for with exact cash, personal check or charged to your NIU bursar account. Study Abroad Office hours are 8:00 a.m. – 12:00 p.m. (closed over the lunch hour) and 1:00 – 4:30 p.m. It is strongly recommended that students get an extra pair of photos taken to keep on their person in case of a missing or stolen passport.



NIU INTERNATIONAL TRAVEL INSURANCE PLAN: Students will be enrolled in the NIU International Travel Insurance Plan through ACE. This plan is required for participation in an NIU study abroad program and will be billed your MyNIU account. It is not possible to waive this mandatory insurance. Coverage will begin two days prior to the program start date and end two days after the official program end date.

HEALTH REQUIREMENTS/VACCINATIONS: While there are no required vaccines for entry to Mexico, Hepatitis A, Hepatitis B, Malaria, Rabies, and Typhoid Fever vaccinations are recommended by the Center for Disease Control for students traveling on [Study Abroad programs](#) and [Health Information for Travelers to the Mexico](#).

Students should also seek advisement from the [DeKalb County Health Department \(DCHD\)](#) for immunization and travel health information. The DCHD can administer most immunizations. Contact the DCHD at least eight weeks before the program begins to allow time for immunizations to take effect. Some vaccines need to be given over a period of months, so participants in this program must START EARLY! Also, students should plan to wear long sleeve shirts and pants and wear insect repellents to minimize the opportunities of contracting mosquito-borne diseases, such as Zika virus.

NIU PROGRAM COST: The program cost pays for the following cost-related services:

- 1) Housing and 12 group meals in Mexico
- 2) Program-related land transportation
- 3) Program-related admission fees and materials
- 4) Six hours of NIU undergraduate credit
- 5) NIU International Travel Insurance

PROGRAM COST: \$4,085*

*This amount represents the total in charges and fees that will be paid to NIU for this program.

Please note that the following charges will post individually on your MyNIU account:

- Study Abroad Program Charge
- Instructional Cost
- NIU Academic Program Enhancement Fee

All prices quoted are subject to change. The information contained in the program documents and forms is presented in good faith and is believed to be correct as of the date presented. Northern Illinois University reserves the right to amend, modify, revise, or delete any information appearing in these documents, including but not limited to the cost of the program.

Non-NIU students should consult with their home institutions regarding additional costs that may apply to study abroad. Non-NIU students are responsible for any study abroad charges imposed by their home institution.

The program fee for the NIU-HC Internship and Leadership Development Program is not tax-deductible.

ADDITIONAL COSTS TO PARTICIPANTS:

- Airfare
- Cost of acquiring a passport (approximately \$140, including 2 passport pictures).
- Additional costs associated with obtaining a visa for non-U.S. passport holders.
- Immunization fees (*if immunizations are required*)
- \$40 Undergraduate application fee for non-NIU undergraduate students or \$10 Student-at-Large application fee for graduate-level students.
- Independent travel and visa costs associated with independent travel.
- Expenses for free-time pursuits.
- Expenses and purchases of a personal nature.

FINANCIAL AID: As a participant in a study abroad program through NIU, applicants may be eligible for: Pell Grant, SEOG, Perkins Loan, PLUS Loan, Subsidized or Unsubsidized Stafford Loan, MAP Award or you're privately awarded scholarship with consent of awarding organization. Tuition waivers do not apply.

If you are an NIU student and plan to apply for aid or loans to supplement this study abroad program you must contact the NIU Financial Aid and Scholarship Office in Swen Parson 245, (815) 753-1395 to discuss your current aid package and what you might be eligible for during the Summer term. Questions regarding the program budget can be directed to the Study Abroad Office, niuabroad@niu.edu, (815) 753-0857.

Please visit <http://www.niu.edu/studyabroad/resources/index.shtml> for information on financial resources for study abroad.

WITHDRAWAL FROM THE PROGRAM: Applicants withdrawing from the program after February 1, 2019 will not be refunded the \$200 program deposit.

Applicants withdrawing from the program after this date will also be held accountable for any funds obligated to overseas vendors and agents on the applicant's behalf. This provision is in effect even if the applicant has not submitted the \$200 deposit or additional payments, and if the applicant is applying for financial aid.

If the applicant must withdraw after February 1, 2019 for medical reasons, funds obligated on their behalf to overseas vendors can only be refunded if:

- 1) The request is submitted to the Study Abroad Office in writing and accompanied by a signed statement stating that travel is not advised from a physician on the physician's letterhead; **and**
- 2) NIU is able to obtain refunds from overseas vendors and agents; **and**
- 3) The program has the minimum number of participants required to operate.

CANCELLATION OF THE PROGRAM: The Study Abroad Office reserves the right to cancel this program if the minimum required enrollment is not attained. If, prior to the commencement of the program, a U.S. State Department Travel Advisory is issued for the country where NIU-HC internship has been selected, all applicants will be notified promptly of the warning and the possibility of cancellation of the program. Students may also choose a different internship site. If, during the course of the program, a U.S. State Department Travel Advisory is issued for the selected internship site students will be promptly notified of the warning and the advisability of canceling the program.

The information contained in the program documents and forms are presented in good faith and is believed to be correct as of the date presented. Northern Illinois University reserves the right to amend, modify, revise, or delete any information appearing in these documents, including but not limited to the cost of the program.

**NORTHERN ILLINOIS UNIVERSITY RESERVES THE RIGHT TO ALTER
OR CANCEL THIS PROGRAM AS MAY BE DEEMED NECESSARY!**

Frequently Asked Questions

1. Is the HC/NIU Global Internship and Leadership Development Program a paid internship?

No, there is a cost associated with the internship program, which covers your housing, most of your food and several excursions for the trip. You will need to cover your own airfare.

2. Do I have to take the INTL 201 pre-departure course and the 3 hour internship course?

Yes, both courses are required. The INTL 201 course is the pre-program course that takes place from April 8 – May 6. It's an online course that will help prepare you for your internship. The 3 hour internship course takes place from May 13 – June 9 in Mexico. There are two enrollment options for the 3 hour internship course. You can choose to register for INTL 301 with Dr. Renique Kersh as the instructor of record, or you can choose to be enrolled in an internship course within your academic program. Both options require you and the course instructor of record to complete the "Internship Credit Approval Form." The Study Abroad Office will register you for both courses. The total credits for this program equal 6 credits.

3. What can I expect from the internship?

The Human Connections team will provide you with an experience based on your skills, interest and expertise, however the majority of the internship will be for students interested in non-profit management, business, education, and outreach and marketing. The final week of the program will involve a leadership development program at Entre'amigos, a community center in San Pancho, Mexico.

4. Is funding available for this experience?

Applicants may apply for the Study Abroad Travel Grant (application deadline: April 15, 2019) as well as any summer financial aid and/or loans. If you are a student in the College of Business, travel funds may be available through the college. If you are a student in the College of Liberal Arts and Sciences, you are welcome to apply for funding through the Student Engagement Fund (application deadline: February 1, 2019).

5. What about safety concerns?

Bucerías and San Pancho, Mexico are located near Puerto Vallarta. Both are safe destinations. NIU follows the U. S. Department of State recommendations and advisories very closely and will not send students to any destinations that have been deemed unsafe.

6. What are the program dates?

The pre-departure course (INTL 201) will begin in early April and will be held mostly online. The actual internship in Mexico will run from May 13 - June 9.

7. What if I would like to stay in Mexico beyond June 9?

You are welcome to stay beyond June 9, however, you will no longer be participating in the NIU program and should plan prepare your own accommodations.

NIU-Human Connections Global Internship and Leadership Development Program

Eight NIU students – **Timi Adebjoe, Luke Arrington, Raven Bryant, Hopkins, Yannick Koua, Dexter Matthews, Janel Pilate and Yuije Sansone** – traveled in January of 2016 to San Pancho, Mexico and began a journey that now becomes their legacy.

While in San Pancho, the students were hosted by an organization called Entre Amigos where they not only learned about themselves, but they learned about the tenacity and commitment of the people of San Pancho. For many of the students, the trip provided their first excursion outside the United States. And, although the



“Going to Mexico taught me that there is so much more to life than what we see right outside of our front doors in the states. Though we may not be able to see the entire world in just one lifetime, I encourage every person in this world to travel and see as much as possible. If not for you, do it so you can share the wisdom gained from such experiences with others who may never have the chance to see a world outside of their own.”

— Randiss Hopkins

eight originally hailed from inner-city Chicago, their journey to Mexico offered an eye-opening look at what lies just beyond the border.

Following this experience, Randiss Hopkins, then traveled to Bucerías, Mexico where he interned for Human Connections, a non-profit organization that connects local people with international audiences. Both experiences were life-changing and when he returned to the United States, he and several other students made it their mission to ensure that other NIU students would have an opportunity to engage in a similar experience. From here, The NIU-Human Connections Global Internship and Leadership Development Program was born and represents

their legacy and desire to provide a cost-effective avenue whereby NIU students can gain practical work experience and critical leadership skills. Through this four week program, students will engage in three weeks of internship with Human Connections in Bucerías and one week of leadership development and civic engagement with Entre Amigos in San Pancho.

[Source: NIU Newsroom](#)

2019 Syllabus

NIU-Human Connections Global Internship and Leadership Development Program

Pre-Departure Course Schedule

INTL 201

On-Campus: TBD / **Online:** Blackboard

Instructor: Michaela Holtz, mholtz@niu.edu or (815) 753-8155 (office)

GA: Taylor Donelson, tdonelson@niu.edu

The INTL 201 pre-departure course is intended to prepare you for your internship experience and allow you to have an opportunity to connect to your internship cohort.

Note: In-class schedule is in black font while the out of class (online) schedule and assignments are in blue font.

Week	Meeting Location	Schedule/Assignments	Schedule/ Assignments
Week 1: April 9/ April 13	Altgeld 125	Checklist: “Things to Do Before you Depart” <ul style="list-style-type: none"> • Getting to Know One Another • Updates from HC/Complete HC Details (flight information, survey etc.) • Goal setting for Internship Experience • Overview of Poster Blog (Prompts and Poster Template) • In-class Identity Activity 	Research Human Connections and Entreamigos “Danger of a Single Story”- Discussion and reflection

Week 2: April 20	Online Assignments	<p>No in-class session this week</p> <ul style="list-style-type: none"> Video Project Planning (Out of class group meeting) 	<p>Cultural Understanding and Competency</p> <p>Watch: “If You Want to Help Someone, Shut Up and Listen”</p> <p>https://www.ted.com/talks/ernesto_sirolli_want_to_help_someone_shut_up_and_listen</p>
Week 3: April 27	Altgeld 125	<ul style="list-style-type: none"> GILD Alum Panel Q&A 	<p>Read, “ The Voluntourist’s Dilemma”, in preparation for meeting with Elly and Victoria</p> <p>Link: https://www.nytimes.com/2016/03/22/magazine/the-voluntourists-dilemma.html</p>
Week 4: May 4	Altgeld 125	<p>Voluntourism and Civic Engagement Gone Wrong</p> <p>History, Economy and Society</p> <ul style="list-style-type: none"> Meeting with Elly and Victoria to Meeting with Taylor Hayden from MarComm Discuss Final Details 	<p>Poverty, Inc. Documentary, Discussion And Reflection</p>
Week 5: May 7	Online Assignments	<p>No in-class session this week</p> <p>Reading about Servant Leadership online reflection and Letter to Yourself Due by May 11</p> <p>Final Preparation</p>	
Week 6: May 14- June 10		<p>Internship and Leadership Development in Mexico</p>	

			Internship Evaluation Survey due July 1, 2018 Final capstone poster will be due July 20, 2018 Video Submission due July 27, 2018 Group Presentation August 10, 2018

GRADING:**INTL 201**

Assignment	Total	Percentage
Attendance (mandatory) 3 @ 10 points each	30	16%
Reflection/Discussion Posts 5 @ 20 points each and 1 @ 10 Points	110	58%
Goals	20	11%
Video Assignment	10	5%
Letter to Yourself	20	11%
Total	370	100%

90% - 100% = A;
 89% - 80% = B;
 79% - 70% = C;
 60% - 69% = D;
 59% and below = F;

INTL 301

Assignment	Total	Percentage
Blog Posts 4 @ 20 points each	80	40%
Final Team Capstone/ Video	100	50%
Participation and Involvement	20	10%
Total	200	100%