

# Team Member Manual 2011



**STUDENTS***International*

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## ***Top 6 Things You Must Know About Your SI Outreach***

### ***1. About SI***

SI does long-term, on-going community development in Costa Rica, the Dominican Republic, Guatemala and Fiji. Our staff, outreach participants and the poor come together cross-culturally to encounter God, share the Good News, disciple and serve others in a specific area of occupation that correlates with their career or academic interests. These occupational settings are called ministry sites. SI strives to assign each outreach participant to a ministry site that correlates closely with their skills and interests. Each participant will work at one ministry site for the entire outreach.

### ***2. Financial Obligations & Fees***

You are responsible to meet all of your financial obligations for the outreach 2 weeks prior to your departure. Outreach fees are:

- 9 Day Outreach: \$895 + airfare
- 13 Day Outreach: \$995 + airfare
- Expenses for travel insurance, passports, immunizations, notary services, travel to/from US airports, airport tax/tourist cards in the country you are traveling to, and spending money during the outreach are *not* covered in your outreach fees.

### ***3. Fundraising***

Fundraising is not natural for most of us, although it will be an encouraging and affirming task for almost everyone involved. Most funds will be raised by contributions from you (10-15%), your parents (10-15%), team fundraisers (10-15%), and a fundraising letter (55-70%) sent out to your church, family and friends. These activities, especially the letter, will help to build a “support team” around you.

### ***4. Travel Logistics***

You must do the following prior to the outreach:

- Obtain a US Passport or required visa if you are not a US citizen. (This Process can take 6 to 8 weeks). Passports must be in good condition and valid 6 months beyond the date of the outreach. In other words, the passport of a participant traveling May 2010 should not expire before Nov 2010.

- If you are a minor it is recommended that you have a Notarized Parental Consent Form.
- Consult your doctor and obtain any necessary medical vaccinations.

### ***5. Meeting with Your Team***

It is important to participate in all team meetings and activities before, during, and after your outreach. These team meetings provide you with the opportunity to prepare spiritually, cross-culturally, and logistically for the outreach. On the outreach they are a time to process together what God is teaching you and doing through your team. After the outreach team meetings are useful as you seek to live out the changes God has made in your life.

### ***6. What to Bring and What not to Bring***

To help you pack and arrive on your outreach adequately prepared, we have provided a thorough recommended packing list. It is extremely important that you follow the packing list for the appropriate country. Each outreach participant should bring only one check on and one carry-on bag of personal belongings. Everyone should NOT bring:

- Cell phones (*Leaders & participants traveling as individuals may carry cell phones for use during travel*)
- iPods, MP3 players, laptops, etc.
- Jewelry
- Unnecessary credit cards, cash, or important documents

## *About SI*

SI does long-term, on-going community development in Costa Rica, Guatemala, Fiji and the Dominican Republic. Our staff, outreach participants and the poor come together cross-culturally to encounter God, share the Good News, disciple and serve others in a specific area of occupation that correlates with their career or academic interests. These occupational settings are called ministry sites. SI strives to assign each outreach participant to a ministry site that correlates closely with their skills and interests. Each participant will work at one ministry site for the entire outreach.

### *Outreach Objectives*

The most common objectives for short-term mission outreaches are to broaden our perspective of the world and our responsibility to it, deepen our relationship with the Lord, and share the Gospel with others in need. While these objectives are important and needed, Students International intentionally strives to accomplish three additional goals:

1. Enabling outreach participants and the poor to discover how God can use them in their occupation.
2. Providing outreach participants and the poor the opportunity to be a part of ongoing ministry and not just a short outreach where follow up is difficult.
3. Helping outreach participants and the poor understand the value of building personal relationships in sharing the Gospel.

### *Mission*

Bringing students and the poor together cross-culturally to encounter God, share the Good News, disciple and serve others in occupational ministries.

### *Vision*

Seeing students and the poor transformed into the likeness of Christ and discover their true calling.

### *Doctrinal Statement*

Each member of the Corporation, Board of Trustees, Staff and any Council of Reference, as a qualification of membership or office, as the case may be, shall subscribe, at the time of election or before taking office and yearly thereafter, to his belief in the Doctrinal Basis of Students International, which shall be the basic Biblical truths of Christianity, including:

1. The unique Divine inspiration, entire trustworthiness and authority of the Bible.
2. The Deity of our Lord Jesus Christ.

3. The necessity and efficacy of the substitutionary death of Jesus Christ for the redemption of the world, and the historic fact of His bodily resurrection.
4. The presence and power of the Holy Spirit in the work of regeneration.
5. The expectation of the personal return of our Lord Jesus Christ.

## *Financial Obligations & Fees*

You are responsible to meet all of your financial obligations for the outreach 2 weeks prior to your departure. Outreach fees are:

Team Member Fees:	9 Day Outreach: \$895 + airfare 13 Day Outreach: \$995 + airfare
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Fees do not include:	Passports (\$120 - \$135) International Travel Insurance* Travel to/from US airports Entry/Departure Taxes (Costa Rica \$26) Tourist Cards (Dominican Republic \$10) Immunizations Notary Services One meal eaten in a restaurant Spending Money
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\* As of Jan 1, 2011, the cost of the International Travel Insurance will no longer be covered in the outreach fees.

### **Refunds:**

If you raise money through SI and have to drop out, the money that was raised will be applied to the general operating budget of SI. If you have to change plans due to a personal or family medical emergency and want to go on a later outreach, then you have one year from the date of the outreach to do so.

### **Overage:**

As donors send financial donations for your outreach there may be an excess beyond the amount needed for your participation in the trip. We call this an overage. If there is an overage, then this amount is applied to the operating expenses of the ministry. As outreach fees do not cover all of our financial obligations we rely on ongoing contributions to help cover expenses.

## *Fundraising*

### *Fundraising Strategy*

Most funds will be raised by contributions from you (10-15%), your parents (10-15%), team fundraisers (10-15%), and a fundraising letter (55-70%) sent out to you church, family and friends. These activities, especially the letter, will help to build a “support team” around you. Here is an example of how your fundraising might look assuming your outreach fees plus airfare totaled \$1,745:

Your Contribution	\$175.00	10%
Your Parents Giving	\$175.00	10%
Team Fundraisers	\$261.00	15%
Fundraising Letter	\$1,134.00	65%
Total Raised	\$1,745.00	100%

### *Fundraising is a spiritual matter*

God is not interested in just “plopping down” hundreds of dollars for you to go on a missions trip. He is more interested in a personal relationship with you. God wants to use your fund-raising activities to transform you. So, fund-raising activities are a spiritual matter and must involve consistently going before the Lord asking him to provide.

Spend some time looking over the “Common Misconceptions About Fundraising” on the next page. As you do pray and ask the Lord to show you any fears or concerns you may have about the fundraising process. Commit this process to Him and ask him to work in your life and the lives of potential donors through your fundraising.

## *Common Misconceptions about Fundraising*

Feelings	Biblical Truth	The Facts
<p>“I feel guilty asking for money for something that is exciting and sounds like a vacation.”</p>	<p>Read Psalm 40:7, 8 and Hebrews 12:2 and compare these passages with Paul’s testimony of his life and ministry in 2 Cor. 4:7-11; 6:3-10. Note the contrasts of “joy” and “desire” (or delight) with suffering and hardship. Ask God to help you communicate a realistic view of your ministry.</p>	<p>Excitement over service for God will be caught by your friends and family. There is nothing wrong with this kind of excitement. The work and experience you will have will be both exciting and difficult at times. Your communication of all aspects of the ministry will be important.</p>
<p>“I don’t feel like I’m anyone special to be asking for money.”</p> <p>“There are plenty of better things that people would rather give to.”</p>	<p>Read Exodus 4, Judges 6, and Isaiah 6:1-9. Note the affirmations God makes concerning how He sees Moses, Gideon and Isaiah. Ask Him to show you how He sees you. Reflect on Psalm 139 and notice God’s care for you.</p>	<p>You are a child of the Most High, the Lord of Lords, Almighty God. He has reached out to you, forgiven you of your sin, filled you with the Holy Spirit, and now has called you to proclaim what He has done. We base our worth not on what the world sees as important, but on the reality of God’s relationship with us and what He calls us to do. That is worthy of support.</p>
<p>“Asking for money goes against everything I’ve been taught.”</p> <p>“I feel like I’m a welfare case.”</p> <p>“I just don’t like asking for money.”</p> <p>“Asking for money is uncomfortable, because people’s money is a private affair.”</p>	<p>Think through Christ’s commission to His disciples in Matt 28:18-20 and Acts 1:8 and His words of purpose in Matt 16:18. Whose cause are you serving and inviting your friends to join you in?</p>	<p>You are not asking for money for yourself but for God and His work in and through you. You are merely a steward of God’s gifts as are your potential donors; thus you are working together to help fulfill the Great Commission. Asking for financial donations for secular issues has been around for a long time and is well accepted. As good as most of these are, what you are doing is far more important—you will be affecting peoples’ lives for the Kingdom of God for eternity.</p>
<p>“The job is impossible.”</p> <p>“I don’t know very many</p>	<p>Reflect on God’s faithfulness and awesome power in Exodus 14 and</p>	<p>It is God who is our provider, not people. It is God, the creator of the</p>

<p>people.”</p> <p>“The people I know don’t have enough money for themselves, let alone for me.”</p>	<p>15.</p>	<p>universe, who is calling you to His work, and He will be faithful to you and to those who give to you. God’s desire is that all of His people give to the advancement of His Kingdom, regardless of their financial situation. He will prompt people to respond to you; even people you think can’t afford it.</p>
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***Support Letters***

The primary way for you to raise finances is to write a mission support letter to 40 - 75 people you know. It is the most widely used and accepted way of raising funds for a mission outreach of this nature. Approximately 80 - 90% of all your funds can be generated this way, but it requires some organization and discipline on your part to do it. Letters should be mailed out 3 to 4 MONTHS PRIOR to your outreach.

***Who to Send to***

Your first impression may be that you don’t know very many people to write to. Most likely you do know many people that would want to be involved in sending you on this outreach. The people you know might not be your “ideal” type of donor — people having lots of money, overtly generous, and who know you intimately. You probably only know a couple of people like that. The key is to not judge the people you know by whether they can or want to give to you, rather let God make that decision.

The first step is to make a list of people to send the letter to. Don’t begin with the question, “Who will give?” Instead, consider, “Who would have any interest in knowing what I’m doing this summer?” Throw the net as wide as possible. Look over the categories of people below and consider whom you know that might fit into each category. Remember that the person’s interest in you and what you are doing should precede their ability to give.

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Family</li> <li>• Friends</li> <li>• Friends of the Family</li> <li>• Parents of Close Friends</li> <li>• People at Church</li> <li>• Sunday School Teachers</li> </ul> | <ul style="list-style-type: none"> <li>• Youth Leaders</li> <li>• Neighbors</li> <li>• Co-workers</li> <li>• Business People/Owners</li> <li>• Previous Teachers</li> <li>• Your Doctor/Dentist</li> </ul> |
|--|--|

***Return Envelopes***

SI will provide return envelopes if you are raising funds through our International Service Center. You will need to write your student ID (*i.e. Teamname11-01*) in the

lower left corner of the envelope. The team ID can be found on your application or waiver. You should also put a stamp on the return envelopes.

***Support Letter To Do List***

- |  |   |
|--|---|
| <input type="checkbox"/> Pray              | <input type="checkbox"/> Put Student ID |
| <input type="checkbox"/> Make Mailing List | and stamp on return                     |
| <input type="checkbox"/> Write Letter      | envelopes                               |
| <input type="checkbox"/> Have Prayer       | <input type="checkbox"/> Stuff Letters  |
| Partner Proof Read                         | <input type="checkbox"/> Mail Letters   |
| Letter                                     | <input type="checkbox"/> Pray           |

### *Sample Support Letter*

Dear Friends and Family,

(Begin with a personal paragraph. Could contain activities you have been recently involved in and/or a brief update on your life)

I want to tell you about an exciting opportunity I have this summer. A group from (insert your school or church name) will be going to (Insert Guatemala or the Dominican Republic) from (insert your outreach dates). We will be ministering with Students International (SI). SI is a Christian mission organization whose missionaries are ministering to the poor of Guatemala, the Dominican Republic, and Costa Rica. Their missionaries are professionals who are ministering in their area of expertise. They have several different areas of ministry such as: education, social work, health care, occupational therapy, and agriculture. I will partner with one of their missionaries in an area that relates to my interests or studies. To learn more about SI you can visit their website at [www.stint.com](http://www.stint.com).

Will you prayerfully consider partnering with me on this mission trip? This is a great opportunity to share the Gospel and display the love of God to those in need. I am looking for people who will commit to pray for me as I prepare for the trip, while I am there, and when I return home. Will you pray for me?

I am also in need of people to support me financially. This trip will cost about \$1,700 and I would like to ask you to give to make it possible. If you would like to support me, please make your check payable to (ask your team leader where they should send the check, if you are coming as an individual send it to Students International). Please send it in the enclosed envelope by (insert a date at least 30 days before your outreach). All contributions are tax deductible.

If you have any questions about this outreach I would love to talk with you. Please pray about the part God wants you to play in this outreach, and may He bless you for your time and support.

Thank You,

#### **Support Letter Alternate**

Some students have had success in fundraising by sending 25 – 30 letters and asking people to specifically give \$100. Talk to your team leader if you would like to take this approach and use the following paragraph:

I am also in need of people to support me financially. This trip will cost about \$1,700 and I would like to ask you to give to make it possible. I am looking for

17 people to each give \$100. Will you be one of the 17? If you are unable to give \$100 any amount would be greatly appreciated. In order to support me, please make your check payable to (ask your team leader where they should send the check, if you are coming as an individual send it to Students International). Please send it in the enclosed envelope by (insert a date about 30 days before your outreach). All contributions are tax deductible.

#### ***Other Fundraising Ideas***

1. *Ask Directly* – Identify 5 or more of the people you listed whom you know well and feel comfortable in personally approaching for financial support. People like giving to people.
2. *Ask Your Church* – Ask their church for support. Call the church and ask who you need to speak with about supporting you (most churches have a missions committee or an elder for this). Mail them a letter and then a week later follow up with a phone call. If the church does not have money designated for missions ask if they have any “Undesignated Benevolences” (money set aside each year for charitable giving).
3. *Civic Clubs* – Explore civic clubs (e.g. Lions, Elks, Rotary), which might be interested in hearing a presentation by you and would like to help financially.
4. *Work Projects* – Announce in church and at school that you are up for hire, for odd jobs and the proceeds go toward your outreach. Suggest things like painting jobs, lawn and garden care, housework, and babysitting — things that you could do on a Saturday morning or afternoon.

#### ***Expressing Gratitude to Donors***

- Prior to the outreach you should send a hand written thank you note to each person who supports you.
- Following the outreach you should write a letter to your supporters telling them about the trip. In this letter include what you did as well as what God did in your life during the outreach.
- Make sure to properly thank everyone who helped you make this trip possible.

## *Travel Logistics*

### *Passports*

- Everyone MUST HAVE a passport.
- Cost is \$120 - \$135
- Takes 4 - 6 weeks once application is submitted
- Passports must be in good condition and valid 6 months from the date of travel
- A Passport Application is available online at [www.travel.state.gov](http://www.travel.state.gov)
- More info on passports: [www.travel.state.gov](http://www.travel.state.gov)

### *Visa*

- No visas are needed for travelers with US passports. If you are traveling with a non-US issued passport contact our office for assistance.

### *Parental Consent for a Minor*

If you are under the age of 18 it is recommended that you have a signed and notarized parental consent form to travel internationally.

Parental Consent forms are included in the Forms Section.

### *Immunizations*

You should see your doctor or a local travel clinic at least 4–6 weeks before your outreach to allow time for immunizations to take effect. If it is less than 4 weeks before you leave, you should still see your doctor. Below are the Center for Disease Control’s recommendations for each country.

<i>Costa Rica</i>	<i>Dominican Republic</i>	<i>Guatemala</i>	<i>Fiji</i>
Current Tetanus & Measles	Current Tetanus & Measles	Current Tetanus & Measles	Current Tetanus & Measles
Hepatitis A	Hepatitis A	Hepatitis A	Hepatitis A
Hepatitis B	Hepatitis B	Hepatitis B	Hepatitis B
Typhoid	Typhoid	Typhoid	Typhoid
	Malaria		

For more info [www.cdc.gov/travel](http://www.cdc.gov/travel)

### ***Travel Insurance***

As of Jan 1, 2011, the cost of the International Travel Insurance will no longer be covered in the outreach fees. SI will continue to purchase the insurance automatically for all participants; the cost will be reflected on the Team Statement. If your church or school will be providing insurance for the team please notify the Service Center.

The policy, like most short-term international insurance policies, is a reimbursement policy. This means that teams need to be prepared to pay for any medical expenses incurred. Claims are submitted upon return to the US. If medical attention is required it is important to obtain an itemized receipt from the provider(s) to submit with the claim. Our staff will be available to help you through the process. The policy does not include trip cancellation insurance. If you would like to review a copy of the policy contact our office.

### **Waivers**

When you complete your on-line application you need to print and sign a waiver. If you are under the age of 18 a parent or guardian needs to sign it as well. Everyone needs to attach a current picture to the waiver. *The picture does not need to be a passport photo but does need to be a good quality, head shot.* Once you have signed it give it to your team leader. If traveling as an individual mail to our International Service Center.

### ***Arriving in Country***

- *Immigration -*

When you arrive in country you will need to fill out an immigration form. You will receive this form on the plane.

- On the form you will be asked where you will be staying:

- *Costa Rica* San Jose
- *Dominican Republic* Jarabacoa
- *Guatemala* Antigua
- *Fiji* Nadi

- On the form you will also be asked your reason for traveling, check the box marked *tourist/pleasure*.

In the Dominican Republic, in addition to the immigration form, everyone is required to purchase a tourist card for \$10 per person before going through immigration.

- *Customs*

Following immigration and claiming your luggage you will go through customs. Wait for everyone to claim their luggage and go through as a group, as you will be less likely to be searched.

- *Meeting the Students International Staff*

Once you clear customs an SI staff member will be there to meet you. They will have a sign or similar item to identify them as SI staff.

- *Changing Money*

There is a place to change money at the airport DO NOT change money there.



## *Safety*

We acknowledge that there are safety risks when traveling internationally and encourage you to be well informed and to be aware of the risks wherever you are, whether at home or abroad. It is important to keep a good perspective when safety is concerned. It is our tendency to have an unfounded fear of the unknown or unfamiliar. Thus, when we hear about tragic events our assumption is to think the places with which we are unfamiliar are unsafe. However, we watch news reports about tragic events in our hometowns and think of them as isolated incidents. Often a situation like this sways our emotions and fuels our fears beyond what is reasonable. We must keep these tragic events in a proper perspective. It is important to remember that thousands of Americans and other foreigners reside in Guatemala, Costa Rica, Fiji and the Dominican Republic and thousands of others visit these countries each month without incident.

We have procedures in place to reduce the risks associated with international travel in an effort to make our outreaches as safe as possible. Some of the precautions we take are:

- We are in communication with the US Embassies in Guatemala, Costa Rica, Fiji and the Dominican Republic.
- We have a strong network with other mission organizations to help us stay well informed.
- We monitor information released by the US State Department.
- We have chosen locations to work in that are low in crime and are characterized by their quietness, tranquility and hospitality to foreigners.
- We give an extensive orientation to the students when they arrive that instructs them on important safety issues and policies.
- We have national staff who have grown up in the areas where we minister and who know the local customs to advise and orient students on safety issues.
- We have excellent relations with the medical community and live nearby well-equipped local hospitals.

While no one can guarantee complete safety, we believe we have set up a program and follow certain policies that make this time abroad as safe as if we were wisely traveling within the United States. We also believe that the safest place for any student is in the center of God's will regardless if they are in Costa Rica, Fiji, Guatemala, the Dominican Republic or in their home town.

**Students International Emergency Procedure**

*In the case of an emergency contact the Students International, International Service Center located in California. They will then instruct you as to what should be done next. If you are unable to get in touch with the Service Center please call Pam Christy's cell phone.*

**Emergency Contact Numbers in the United States**

Students International Service Center in California .....1-559-627-8923

Pam Christy's (Teams Director) cell phone .....1-559-303-1481

**Emergency Contact Numbers in the Dominican Republic**

*Before calling these numbers contact the Students International Service Center.*

Lowell Troyer's cell phone (Field Director) .....1-809-710-8879

Lowell Troyer's home phone .....1-809-574-2025

**Emergency Contact Numbers in Costa Rica**

*Before calling these numbers contact the Students International Service Center.*

Jeff Dixon's home phone (Field Director) ..... 011-506-2250-3032

Jeff Dixon's office phone ..... 011-506-8921-7550

**Emergency Contact Numbers in Guatemala**

*Before calling these numbers contact the Students International Service Center.*

Fernando Saravia's cell phone (Field Director) .....011-502-4009-1172

**Emergency Contact Numbers in Fiji**

*Before calling these numbers contact the Students International Service Center.*

Contact the Service Center for emergency contact information

## *In Country Logistics*

### *Ministry Sites*

We try very hard to arrange for you to minister in an area of interest to you and will let you know what your ministry site assignment will be about a month before the outreach via email. You will minister at one site for the entire outreach. This helps to maximize your opportunity to develop friendships. It is important to note that once you are in country, team members will not be allowed to change or switch to another ministry site. There is a lot of preparation that goes into setting up a ministry site and often it involves families or leaders who have been told what to expect when you arrive. There are circumstances we will take into consideration and allow a change to take place if necessary, but they are rare. Thank you for your understanding.

Each “ministry site group” will be led by one of our bilingual staff. There will often be slight changes from the written description of the ministry sites to what you will actually do. These changes are due to various reasons — such as the time of the year you go, national holidays and some sites are dependent upon national leaders and fitting within their schedule. There is always the possibility of needing to change things due to unforeseen circumstances such as weather and cultural adjustments. If there are some changes, they will not affect the opportunity for you to minister through your ministry site. A primary characteristic for all missionaries working in another culture is *flexibility*.

Although the Students International staff try to place participants in a ministry site of their preference, we cannot guarantee that participants will be granted the opportunity to work in the ministry site of their first or second choice.

### **Student Rules of Conduct**

There are several rules students must abide by in order to ensure safety, simplify group logistics and conduct a lifestyle pleasing to the Lord.

- No tobacco use
- No drinking alcohol
- No flirting or any other sexual activity
- No possession or use of illegal drugs or firearms
- No one out later than 9:00pm (except with staff approval)
- Invitations to a national friend’s home are subject to staff’s approval.

One of the most difficult areas for many students is in the area of flirting. Often times it is unintentional, but it is perceived within other cultures as a sexual advance. It destroys the effectiveness of your Christian witness and places you in an awkward position. If it is noticed by our staff that a student is purposely flirting and doesn’t stop when asked, that student may be sent home at their own expense.

Students can be sent home immediately, at their own expense, if they are involved in any sexual relationships, drinking of alcohol, use or possession of illegal drugs or excessive abuse of the other rules of conduct.

### **Packing List**

- Everyone must pack personal belongings in one check on bag (50 lb limit) and one carry-on bag. (A second check-on bag is permitted for donations or team supplies.)
- Pack passport, money, personal toiletries, and a change of clothes in your carry-on bag.
- Types of clothing needed will vary based on ministry site. For example team members at a construction or AT site will need work clothes and team members in an education setting should be dressed a little nicer (jeans or pants without holes and nicer t-shirt or collared shirt, etc.). Please dress modestly.
- Specific dress codes for each site are included on the Ministry Site Prayer and Donation List found online under *Country Info*.

#### **Clothing**

- |   |  |
|---|--|
| <input type="checkbox"/> 3 pairs of pants   | <input type="checkbox"/> 1 pair of comfortable walking shoes                                 |
| <input type="checkbox"/> 1 - 2 nice, but casual sets of clothes for church & banquet  | <input type="checkbox"/> 1 pair of shoes to use at your ministry site                        |
| <input type="checkbox"/> 5 casual shirts and/or t-shirts  | <input type="checkbox"/> 1 pair of flip-flops ( <i>for showering &amp; around the base</i> ) |
| <input type="checkbox"/> 1 sweater or sweatshirt  | <input type="checkbox"/> 1 towel and washcloth ( <i>second towel optional</i> )              |
| <input type="checkbox"/> 1 wind breaker or light jacket   | <input type="checkbox"/> Underwear   |
| <input type="checkbox"/> 1 rain poncho or other rain gear ( <i>rain jacket best for Costa Rica</i> )                              | <input type="checkbox"/> Socks   |
| <input type="checkbox"/> 2 pair of shorts – ( <i>knee length Fiji, mid-thigh DR &amp; Costa Rica, Capri length in Guatemala</i> ) | <input type="checkbox"/> 1 modest one – piece swimsuit ( <i>no high cut suits</i> )          |

#### **Other Items**

- |  |   |
|--|---|
| <input type="checkbox"/> Passport and Photo Copy of Passport | <input type="checkbox"/> Flashlight   |
| <input type="checkbox"/> Bible                               | <input type="checkbox"/> Travel alarm   |
| <input type="checkbox"/> Notebook, Pen or Pencil             | <input type="checkbox"/> Personal toiletries ( <i>soap, shampoo, deodorant, toothbrush, toothpaste, etc</i> ) |
| <input type="checkbox"/> Sunscreen                           | <input type="checkbox"/> Personal medications ( <i>prescriptions, Tylenol, etc</i> )                          |
| <input type="checkbox"/> Aloe Vera or sunburn lotion         | <input type="checkbox"/> Water bottle ( <i>sealable</i> )   |
| <input type="checkbox"/> Insect repellent (with Deet)        | <input type="checkbox"/> Camera   |
| <input type="checkbox"/> After Bite or anti itch lotion      | <input type="checkbox"/> \$50 - \$100 Spending Money  |
| <input type="checkbox"/> Hand sanitizer                      |   |
| <input type="checkbox"/> Sun visor/cap, sunglasses           |   |

#### **Costa Rica**

- Host Family Gift (for home stays only)
- Heel Strap Sandals (*Teva type*)
- Small Day Pack
- Small Umbrella

#### **Dominican Republic**

- Bed Sheets and Pillow Case for twin bed

#### **Fiji**

- Surf shorts & t-shirt to wear over swimsuit
- Lightweight sleeping bag and sheet

#### **Guatemala**

- Small Umbrella
- Host Family Gift
- Photos of family, home, etc (*to share w/ host family*)

#### **Do Not Bring**

- Cell Phones (*Leaders & Individuals traveling alone may bring cell phones to use during travel*)
- iPods, MP3 players, CD players, etc. (*Electronic devices brought to use on the airplane must be put away in country*)
- Unnecessary credit cards, cash, or important documents
  - Jewelry

#### **General Dress Guidelines**

- No piercing other than earrings on women
- No low cut waists on pants, jeans, or Capri pants
- No shirts exposing the midriff
- Shorts need to be knee length for both men and women (*Fiji/ no shorts in Guatemala*)
- No tight clothing

- No tank tops or spaghetti straps; shoulders need to be covered
- No low cut necklines on shirts
- No knees exposed (Fiji)