



Asia Institute XPL Asia Programs

Frequently Asked Questions

Contents

Logistic and Operation Questions

- What countries does the Asia Institute operate programs in? 1
- Does the Asia Institute directly make all travel arrangements, with hotels, bus companies etc. or does the Asia Institute outsource to local travel agents? 1
- What types of accommodations and hotels does the Asia Institute use for its programs? 1
- Does the Asia Institute offer international airfare booking and visa processing for its programs? 1

Risk Management Questions

- Does the Asia Institute have general and professional liability insurance? 2
- How does the Asia Institute operate if an emergency occurs? 2

Asia Institute Organization Questions

- How many programs has the Asia Institute hosted? 3
- Why is the Asia Institute different? 3
- What other universities has the Asia Institute worked with? 4
- What are the typical fees for a program in Asia? 5
- Upon request, can the Asia Institute provide a sample proposal, contract and/or the details provided to students prior to departure? 5
- What does a typical itinerary look like? 6

What countries does the Asia Institute operate programs in?

The below is a list of the countries where the Asia Institute hosts customized short-term programs.

United States of America	India	China	Taiwan	Hong Kong SAR
South Korea	Japan	Vietnam	Malaysia	Cambodia
Laos	Thailand	Singapore	Philippines	Bhutan

Does the Asia Institute directly make all travel arrangements, with hotels, bus companies etc. or does the Asia Institute outsource to local travel agents?

For all Asia Institute programs, we hand select nearly all of our partners, such as hotels, bus companies, guides, restaurants etc. and contract directly with these partners. We do not outsource solely to travel agents in any of the countries we operate.

What types of accommodations and hotels does the Asia Institute use for its programs?

Every Asia Institute program is customized. This means for the accommodations and hotels of your program, the country, cities, and level of students are considered, before we select our accommodation partners. For example, with budget conscious undergraduate programs, the Asia Institute typically works with local universities for dorm space or 3-star hotel options. For Executive MBA programs, the Asia Institute typically selects 5-star city center hotels.

In addition, if there are concerns about the accommodations or hotels selected, any program can request a list of the possible accommodations the Asia Institute may use, and our team will be happy to provide this list of possible accommodation options along with website links, the accommodation or hotel address, and the Trip Advisor feedback.

Please Note: If you have a preferred hotel in a specific location, we are willing to include this hotel as an option. Typically, the Asia Institute is not able to negotiate preferred rates for hotels we do not partner with often, however we are happy to accommodate your requests, as we understand accommodations in an international setting are an important part of the program.

Does the Asia Institute offer international airfare booking and visa processing for its programs?

The Asia Institute provides assistance with international airfare booking and visa processing, as needed, for all of the programs we operate. Currently, around 50% of the Asia Institute’s programs are all-inclusive turnkey programs, which include international airfare and visa processing arranged by the Asia Institute.

Does the Asia Institute have general and professional liability insurance?

The Asia Institute carries the below general and professional liability coverage for all Asia Institute programs operated in Asia:

General Liability Insurance

The Asia Institute carries general liability insurance with Travelers Insurance Company, of at least \$5 million USD for each participant and will name the university as an additional insured.

Professional Liability Insurance

The Asia Institute carries professional liability insurance with Philadelphia Insurance Companies, with limits not less than US \$5 million for each occurrence and US \$5 million annual aggregate covering errors and omissions of the Asia Institute. This insurance does not exclude automobile liability losses.

How does the Asia Institute operate if an emergency occurs?

The Asia Institute has adopted and updates regularly its Crisis Management Plan (CMP). A copy of the CMP is available upon request. Crisis response training is conducted throughout the year for all Asia Institute team members.



How many programs has the Asia Institute hosted?

Over the past eight years, the Asia Institute has developed a successful history of delivering short-term faculty-led programs for multiple university partners, having worked with over 1300 students and faculty in China, Hong Kong SAR, South Korea, Japan, Vietnam, Malaysia, Singapore, Thailand and India.

Why is the Asia Institute different?

The Asia Institute is not like other global and regional faculty-led program partners. Here is why:

Unmatched Support
Program Coordinators
Regional Resources

Unmatched Support

The Asia Institute provides unmatched support for all Xplore Asia programs. This includes three distinct levels of support for every program:

Program Coordinator(s) – Onsite with the group each day during the program providing 24/7 support. Works closely with the faculty leader and students, to ensure a safe and life changing experience is achieved.

City Manager – Responsible for all programs ongoing in their city. Provides backup support in the event of an emergency and to ensure the continuation of a program when required.

Program Manager – Manages the program throughout the planning and execution, beginning with itinerary development and ending with the feedback forms. Involved onsite during the program, and in daily communication with the Program Coordinator(s).

Program Coordinators

For every program, there is a daily onsite Program Coordinator Leader and/or Program Coordinator(s) who works closely to support the program from start to finish. What makes the Asia Institute unique is our Program Coordinators are local students, who have been rigorously evaluated and trained for the position. This means that for the duration of the program, your students can interact with local students, building lifelong friendships and learning more about the local culture throughout their entire experience.

Please Note: Every Program Coordinator Leader has been involved with multiple Asia Institute programs. Every Program Coordinator has been trained in emergency preparedness. No Program Coordinators are sent by themselves with a program unassisted.

Regional Resources

Xplore Asia programs offer nationwide and regional coverage. Few providers can conduct student travel experiences throughout Asia without outsourcing.

Xplore Asia programs utilize nationwide and regional networks of experts and elite organizations, including public sector, corporate, NGO and education partners. The Asia Institute has developed a large network of experts and elite organizations, including hundreds of alumni from our partner universities, willing to engage with our students. Most providers don't value the development of such extensive local resources.

Xplore Asia programs integrate our university partner's vision, for example alumni relations and global career development, into every program. Most providers are limited to study program scheduling and do not distinguish a university by its unique characteristics and community.

What other universities has the Asia Institute worked with?

The Asia Institute has worked with and continues to work with a diverse group of partner universities, for programs of various length and academic foci. Below are some of our historic and current partners:

University Name	Duration	Academic Focus	Countries Supported
Abilene Christian University	10-15 Days	Entrepreneurship	China
Bucknell University	20-30 Days	ENGR	China
Clarkson University	15-20 Days	Business	Singapore, Malaysia, Thailand
Cleveland State University	10-15 Days	OSM	China
DeVry University	10-15 Days	MGMT	China
Flagler College	20-30 Days	Psychology	China
Indiana University	10-15 Days	MBA	China
North Dakota State University	10-15 Days	MBA/Food Science	China
Rollins College	10-15 Days	Faculty	India
Saint Joseph's University	20-30 Days	MGMT	China
Stetson University	10-15 Days	MGMT/MBA	China, South Korea, Japan, Malaysia, Vietnam
University of Cincinnati	5-10 Days	Medical	China
University of Colorado	20-30 Days	MGMT	Hong Kong SAR
University of Pittsburgh	10-15 Days	ENGR/MGMT	China
University of Tennessee	10-15 Days	MACC/EMBA	China
University of Texas El Paso	10-15 Days	MBA/EMBA	China
University of Tulsa	10-15 Days	MGMT/Faculty	China, India
Utah State University	10-15 Days	MBA/MSHR	China, Vietnam, South Korea, Thailand

What are the typical fees for a program in Asia?

The participant fees for a full program in Asia are primarily dependent on the country(ies) included, the level of student, the number of students, the inclusions requested and the duration of the program.

With international airfare and visa processing included, the Asia Institute's per participant program fees for undergraduate and graduate students are typically around:

	Undergraduate	Graduate
Number of Participants		
11-14	\$4,300	\$3,850
15-19	\$4,000	\$3,600
20-24	\$3,750	\$3,400

Upon request, can the Asia Institute provide a sample proposal, contract and/or the details distributed to students prior to departure?

Yes. Upon request, the Asia Institute is more than happy to share a sample of the proposal, contract and Program Guide we prepare for students in advance of their program. In addition, the Asia Institute is willing to follow our university partner's standard contract form. Please provide a sample of your university's standard contract form, if applicable.



What does a typical itinerary look like?

Day 1	
	Depart for Asia
Day 2	
	Arrive in Asia. Students will be met by a chartered bus and transported to their hotel. Check-in at hotel with a little time to settle in.
Evening	Welcome Dinner hosted by the Asia Institute
Day 3	
Breakfast	Will be provided at the participant's hotel each morning.
Morning	Cultural Visit/Sight-Seeing/Familiarity with Surroundings
Afternoon	Cultural Visit/Sight-Seeing
Day 4	
Morning	Briefing/Lecture to Open the Program
Lunch	Arranged by the Asia Institute
Afternoon	Site Visit (Could be a site or company connected to the program theme)
Day 5	
Morning/Afternoon	Travel to City Two – Bus transportation to the Airport/Train Station. Participants will be met by a chartered bus and transported to their hotel.
Lunch	With a travel day scheduled, participants will be free to select their own lunch.
Day 6	
Morning/Afternoon	Cultural Visit/Sight-Seeing/Familiarity with Surroundings
Lunch	Arranged by the Asia Institute
Day 7	
Morning	Site Visit (Could be a site or company connected to the program theme)
Lunch	Arranged by the Asia Institute
Afternoon	Site Visit (Could be a site or company connected to the program theme)
Day 8	
Morning	Travel to City Three– Bus transportation to the Airport/Train Station. Participants will be met by a chartered bus and transported to their hotel.
Lunch	With a travel day scheduled, participants will be free to select their own lunch.
Afternoon	Cultural Visit/Sight-Seeing/Familiarity with Surroundings
Day 9	
Morning	Site Visit (Could be a site or company connected to the program theme)
Lunch	Arranged by the Asia Institute
Afternoon	Site Visit (Could be a site or company connected to the program theme)
Day 10	
Morning	Cultural Visit/Sight-Seeing
Lunch	Arranged by the Asia Institute
Afternoon	Unstructured Free Time/Program Debrief Session
Dinner	Farewell Dinner hosted by the Asia Institute
Day 11	
Morning	Return to the U.S.