



PM GLOBE Program FREQUENTLY ASKED QUESTIONS



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FAQS about GPP Profile

#1: What does GPP stand for?

- GPP is the acronym for our department/office name- "Global Programs & Partnerships."

#2: What is the GPP website?

- gps.marshall.usc.edu

#3: What is a GPP Profile?

- Each participant must complete a profile through our website.
- You will submit personal info, passport info and travel documents, plus electronically sign required releases.

#4: Do I have to sign the travel release, release authorization, informed consent, program cancellation policy, and medical treatment authorization forms?

- Yes. To travel with the program, you must sign these forms.

- These are standard forms required by the University of all students traveling abroad under the auspices of a USC program.

#5: What does the release authorization form allow you to do with my information?

- It will allow us to purchase your ticket, pre-register you with your home embassy, and obtain travel health insurance coverage for your travel. It is effective for a brief period of time, and it will only allow us to share your information with specific designated agencies.

#1: Round-trip airfare

(LAX to your PM GLOBE sites)

#2: Onsite airport transfers

(A transportation company will meet the group at the airport with an English speaking guide and provide adequate transportation for the group & luggage.)

#3: Hotel accommodations

(In a centrally located, Western-style hotel)

#4: Breakfast daily in the hotel

(Buffet-style)

In addition to these tangible services that we've purchased, the intangibles are:

- The reliability of the travel agency and subcontractors

- The assurance of 24-hour service and emergency availability

What does the program fee cover?

#5: Lunch provided Monday - Friday

(in a strategic location to avoid excessive travel)

#6: Ground transportation Monday - Friday

(reliable company that provides an English speaking guide)

#7: Program development fee for in-country partners

There are many details to be considered in addition to the travel:

- Providing logistics for over 200 students, faculty, and staff simultaneously traveling for PM GLOBE
- Arranging meals, receptions, business meetings, presentations, and audio/visual equipment
- Maintaining a schedule that fits with our hosts' schedules
- Doing business with vendors/companies that can provide the service we need in a reliable and professional manner

FAQS about PM GLOBE Site Assignments

#1: How do I choose a PM GLOBE site?

- Select a site by the value it will add to your education, your resume, and your future career goals.
- You will submit your site preferences via your GPP profile. We advise that you rank all sites in order of your preference, not just ranking your top choice.

#3: How is the capacity determined per site?

- We have to calculate group size by the on-site bus size. We need to ensure all students, faculty, staff and guide have a seat on the bus.

#4: Is there a first come, first served policy in site assignment?

- No. As long as you indicate your site preferences via the PM GLOBE Travel system during the allotted time, you will be in the same pool as everyone else who ranked sites.

#2: How are people assigned to sites if there are more requests than there are spaces?

- Students will be assigned to sites based on their top preferences (and capacity availability).
- If a site is oversubscribed, students will be randomly selected for that site; students not selected will be assigned to sites based on their next preference.

#5: When will I know where I am going for PM GLOBE?

- Site assignments will be posted in your GPP Profile, and also via email to the whole class in the week following the ranking deadline.

#6: Once I am assigned to a site, can I switch?

- Yes. You must find someone willing to switch spots with you in the other site.
- We call this "Bilateral Trading" and switches must be submitted before the deadline.

FAQS about Travel Documents

#1: Why is it important for me to submit a copy of my passport?

- We build a database with this information that helps us determine the type of visa you'll need to travel to your assigned country.
- We also make sure you have the appropriate documentation to reenter the U.S.
- This will also allow you to access the PM GLOBE ranking system to rank your preferences for sites, projects, and roommate.

#2: How will I know if I need a visa for my PM GLOBE country and how do I apply?

- Our office will notify you if you need a visa and supply you with the details on how to apply.
- In most cases, you can apply through our office without appearing at the consulate yourself.

FAQS about PM GLOBE Projects

#1: Will I get to list my preferences for projects after I know what city I am going?

- Yes. You will receive specifics on projects and we will ask you to rank your preferences.

#2: How are projects assigned?

- Once you've ranked your project preferences in your profile via the GPP website, the site faculty will assign projects.

#3: Once I am assigned to a project, can I switch?

- Yes. You must find someone willing to switch with you and get approval from the site faculty.
- All trades must be bilateral and be submitted and confirmed by the faculty before the deadline.

FAQS about PM GLOBE Flights and Hotel

#1: Can my flight be booked for a date before the group departure?

- No. It is a program requirement that all participants travel out together.

#2: Do I have to travel back with the group after the program ends?

- No. You will have the option to work with the travel agency and customize your return, but you will be responsible for any additional fees if applicable.

#5: How can I select a roommate?

- We'll ask you to access your GPP Profile and review the list of students traveling to the same site. From that list, you can select a roommate, and the system will automatically send them an email request. If they in turn select you, then you are done!

- If you don't select a roommate during the allotted time, we will select one for you.

#3: Can I upgrade from coach to business/first class?

- Yes. Fees will vary by airline and will be based on availability.

#4: Can I use miles to purchase my round trip airfare between LAX and my destination?

- No. This is not allowed because the university negotiates a group package, which includes airfare, hotel, ground transportation, and some meals. If you choose to use miles for your tickets, you will not be refunded for the ticket cost.

#6: Can I request a single room?

- In your GPP Profile, you can select "I intend to pay for a single room."

- If you choose to request a single room, there will be an additional cost, which will vary by location.

- You will need to pay the travel agency directly before the deadline, otherwise you will be assigned a roommate.

FAQS about PM GLOBE Travel Arrangements

#1: Who takes care of the travel arrangements for the trips?

- Our office, The Office of Global Programs and Partnerships, will handle all travel arrangements for each group.
- You are responsible for transportation to and from LAX.
- We will take care of your flights, ground transportation in the destination country, daily breakfast, and lunch (M-F).

#3: Can my spouse or significant other travel with me?

- No. PM GLOBE is an academic class, and the activities are not open to non-program participants. PM GLOBE is an intensive 24 hour/day experience, and having spouses and significant others will interfere with this educational process.

- Spouses and significant others, if they wish to, are encouraged to meet up with PM GLOBE participants on Friday evening. You must confirm the end of official activities with the faculty on your trip.

FAQS about PM GLOBE Dresscode

#1: How should I dress for the Country Conferences?

- Students do not need to dress in business formal for the pre-trip and final presentation conferences.
- It is most appropriate that students dress business casual.

#2: How should I dress on the trip?

- Business attire is most appropriate and expected for meetings and site visits.
- However, faculty will best advise if some site visits are more suitable for formal business attire or business casual.

- We also recommend bringing casual clothing for after hour activities.