



# 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

### #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.

### #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.

### #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: Hotel accommodations

(In a centrally located, Western-style hotel)

### #2: 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?

### #4: Lunch provided Monday - Friday

(in a strategic location to avoid excessive travel)

### #5: Ground transportation Monday - Friday

(reliable company that provides an English speaking guide)

### #6: Program development fee for in-country partners

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

- Providing logistics for over 150 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 verify you if you need a visa and provide you with the details on how to apply.
- In most cases, you can apply through our office or online 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 Hotel Accommodations

### #1: 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.

### #2: 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.