ORIENTATION OF TITLE XII UNIVERSITY CONTRACT
FOR AID OVERSEAS ASSIGNMENTS

An orientation program should give consideration to the following:

1. Pre-assignment counseling

Content:
Individual contractual relationship with the Title XII institution, status with the institution during the overseas assignment, communications and administrative linkages, individual expectations and problems, etc.

Method:
- Campus Orientation officer and individual contractor

2. Pre-departure checklist

Content:
Passports, visas, immunization requirements, travel arrangements, weight allowances, shipment of household effects, insurance, wills, settling personal affairs, helpful hints, etc.

Method:
- Individual study
- Questions to be answered by Campus Orientation Officer and/or AID/W - M/PM/TD/OT

3. Living Conditions at Post

Content:
Health, housing, food, climate, recreation, schooling, etc.

Method:
- Information to be gathered and provided to individual technician and Campus Orientation Officer by AID-M/PM/TD/OT
- Additional information from other faculty members with experience in the host country
- Initial briefing by USAID upon arrival at post

4. Working Conditions at Post

Content:
Location of project office facilities, official transportation, host country institution, host country counterparts, lines of