

THE CALIFORNIA STATE UNIVERSITY  
OFFICE OF THE CHANCELLOR



BAKERSFIELD

January 25, 2007

CHANNEL ISLANDS

**MEMORANDUM**

CHICO

**TO:** CSU Presidents

DOMINGUEZ HILLS

**FROM:** Charles B. Reed  
Chancellor

EAST BAY

FRESNO

**SUBJECT:** Study Abroad Programs – Executive Order No. 998

FULLERTON

Attached is a copy of Executive Order No. 998 relating to study abroad programs.

HUMBOLDT

In accordance with policy of the California State University, the campus president has the responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

LONG BEACH

LOS ANGELES

If you have questions regarding this executive order, please call Mr. Leo Van Cleve, Director, International Programs, at 562.951.4790.

MARITIME ACADEMY

CBR/jkt

MONTEREY BAY

c: CSU Deans of Extended and Continuing Education  
CSU Directors of International Programs  
CSU Provosts and Vice Presidents for Academic Affairs  
Executive Staff, Office of the Chancellor

NORTHRIDGE

POMONA

SACRAMENTO

SAN BERNARDINO

SAN DIEGO

SAN FRANCISCO

SAN JOSÉ

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

**THE CALIFORNIA STATE UNIVERSITY**  
**Office of the Chancellor**  
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**Long Beach, California 90802-4210**  
**562.951.4790**

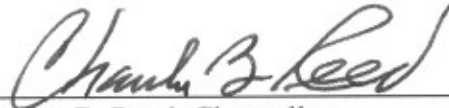
**Executive Order No.:** 998  
**Effective Date:** January 25, 2007  
**Supersedes:** No Prior Executive Order  
**Title:** Study Abroad Programs

This Executive Order is issued pursuant to Title 5, California Code of Regulations, Sections 40100 and 40102. The purpose of this Executive Order is to establish principles for the operation of study abroad programs for California State University students.

1. Presidents of the campuses of The California State University, or their designees, may initiate study abroad programs which support, enrich, and/or broaden existing curricular offerings in accord with Executive Orders 744 or 745.
2. "Study abroad" means any credit bearing campus instructional program for which the student pays fees to the CSU and which is in whole or part conducted at a site(s) outside of the United States of America, is not a degree program, and is normally one academic year or less in duration.
3. All CSU study abroad programs must consider the health, safety, and security of students, staff and faculty as a central feature of planning and operation and must:
  - a. Not operate in countries where there is a U.S. State Department "Travel Warning," unless specifically excepted by the Chancellor.
  - b. Provide prospective students with information about the program, including location(s), duration, academic program, and total cost.
  - c. Include a pre-departure orientation about the destination including health, safety, security, specific legal exposure or political restrictions related to their status in the country, CSU or campus policies and procedures for study abroad, and financial information.
  - d. Require students to carry medical insurance that will be valid in the host country(ies).

**Executive Order No. 998**

- e. Advise appropriate host country authorities of the program, including locations, duration and academic program where appropriate or required.
  - f. Be conducted consistent with the provisions of other related Executive Orders (such as those on air travel, risk management and special sessions).
4. The above provisions also apply to third party programs where the campus approves in writing of the student's participation.
  5. This Executive Order may be augmented by guidelines consistent with its provisions by the System Chief Academic Officer, or designee.



Charles B. Reed, Chancellor

Date: January 25, 2007