

Steps to Participate in an International Experience and Receive VDPAM 496 Credits

1. Review the [VDPAM 496 International Preceptorship course syllabus](#).
2. Obtain approval to receive credits from your international experience. Email both the VDPAM 496 course coordinator Dr. Yuko Sato (ysato@iastate.edu) and Xiaoshuang Wei (xsw@iastate.edu) and provide this information:
 - Program organizer and webpage of the program
 - Dates of the program
 - A summary of the Vet Med-related activities in the program
 - Request the number of credits you'd like to receive (generally 1 credit per week)
3. After you have received an email approval from Dr. Sato, follow the below steps to **register for VDPAM 496** (you are not able to register for VDPAM 496 yourself).
 - a. If your international experience is scheduled during your **VM4 rotation year**, please email Chloe Petersen (<mailto:cmpete@iastate.edu>) and Mindy Schminke (schminke@iastate.edu) to add VDPAM 496 to your rotation schedule.
 - b. If your international experience is scheduled during your **VM1-3 year**, please email Mindy Schminke (schminke@iastate.edu) and ask to be registered for VDPAM 496. If your experience takes place from **December through May**, you should be registered for VDPAM 496 for the **Spring term** (registration opens in late October). If your experience takes place from **June through November**, you should be registered for VDPAM 496 for the **Fall term** (registration opens in late March). Please email Mindy only AFTER the registration is open for the respective term.
 - c. It is your responsibility to make sure you are enrolled in the VDPAM 496 and for the correct term. Please email Xiaoshuang Wei (xsw@iastate.edu) if you have any questions.
4. Complete your [International Travel Registration](#). You'll also apply for [CVM International Programs Scholarships](#) within this travel registration.
5. Make travel preparations, including any necessary visas. Please review this [Pre-departure Checklist](#). See Xiaoshuang Wei for assistance.
6. Prior to or within 1 week of returning from the program, provide the **on-site veterinarian mentor's contact information** to Dr. Yuko Sato and Xiaoshuang Wei.
7. Within 30 days of returning from your program: meet with Dr. Sato for an **exit interview**; submit the [International Experience Report](#) to both Dr. Yuko Sato and Xiaoshuang Wei via email; have your on-site veterinarian mentor email the [Mentor Evaluation form](#) to Dr. Sato. These submissions are required to receive credit.