

2017 Nalanda-Sriwijaya Centre Archaeological Field School

28 JULY – 16 AUGUST 2017

FREQUENTLY ASKED QUESTIONS

BEFORE APPLYING TO THE FIELD SCHOOL

General Questions

Who Can Apply?

The field school only accepts students who are citizens of East Asia Summit member countries. The 18 East Asian Summit member countries are the ten ASEAN countries; Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, the Philippines, Singapore, Thailand, Vietnam; and Australia, China, India, Japan, New Zealand, the Republic of Korea, the United States of America, and Russia.

Critical Dates:

- **10 MAR 2017: Application Deadline**
- **20 MAR: Successful Applicants informed via email**
- **27 MAR: Applicants must confirm participation or they will be dropped**
- **28 JUL: Field School begins in Cambodia**
- **12 AUG: Participants and instructors depart for Singapore from Cambodia**
- **16 AUG: Field School ends in Singapore**

How much does the Field School cost?

If you are accepted into the main cohort: the field school will partially subsidize: a) travel expenses, b) accommodations, and c) group meals in Cambodia and Singapore (to be outlined in the booklet). Based on past estimates, this covers 80-90% of most participant expenses (not inclusive of personal items).

- International airfares are partially subsidized to Cambodia (arriving Siem Reap on or before 28 JUL 2017) and leaving Singapore (on or after 16 AUG 2017). Caps (subsidy limits) are determined by region of departure and return. Generally, subsidies cover approximately 80-100% of airfare costs on economy flights. If participants purchase tickets below the caps, remaining funds may be used for visa costs and travel insurance up to the cap (limit) if applicable (restrictions apply) – be prepared to pay for visa, passport and travel insurance costs. Below-cap remaining funds are not paid to participants as per policy requirements. If participants purchase tickets above the caps, participants will need to pay the difference.
- Airfares from Cambodia to Singapore (12 AUG) are fully subsidized.
- Accommodations will be fully subsidized during the Field School dates (28 JUL – 16 AUG 2017). Upgrades or alternate arrangements will not be covered by ISEAS. Participants will share rooms (2 per room).
- Group transportation pertaining to Field School activities is provided. Personal transportation expenses such as taxi fares for personal meals, shopping, etc. are not provided.

- Meals and food costs are partially subsidized. Participants will need to pay for some meals and food costs in Cambodia and Singapore. These expenses usually include personal snacks, meals, and dinners which are not part of scheduled group activities. Most breakfasts are provided by hotels. Most lunches are provided. Several evening meals are provided during group activities. Many snacks are also provided. Nevertheless, participants need to be prepared to pay for several of their own meals. Alternatively, participants may be given a food subsidy during certain activities (this will be announced in advance should this alternative be approved and implemented).
- A basic medical and first aid kit is provided. Basic field equipment for excavations is provided. However, personal gear, personal medicines, personal toiletries, specialized personal equipment, etc. are not covered by ISEAS.

If accepted, you will be expected to book and pay in advance for your flights into Cambodia and out of Singapore. We will reimburse you upon arrival in Phnom Penh up to the stipulated travel subsidy limit indicated in the offer letter.

You must check into the Hotel in Siem Reap by 28 JUL 2017, and check out of the Hotel in Singapore by the morning of 16 AUG 2017. Should you arrive at earlier dates or depart at later dates, you will need to cover additional accommodation expenses.

Your plane ticket to Singapore from Cambodia on 12 AUG 2017 will be provided by NSC (i.e., you do not need to pay).

Hotel and accommodation information will be provided closer to the date of the field school when arrangements have been finalized. Accommodations will be moderate but adequate and secure. You will share rooms (2 people per room).

You will need to complete the travel subsidy form which we will attach to the acceptance letter.

How much should I expect to pay for food, medicine, toiletries, souvenirs, etc. costs?

The field school will pay for most group meals (to be outlined in the forthcoming schedule).

You will need to pay for: specialty foods, snacks, and individual meals should you not eat the scheduled group meals provided. **Not all meals will be provided. Likewise, not all transportation costs will be provided.**

Should you take trips or excursions outside of the normal itinerary, you will be responsible for any costs of transportation, food, lodging, etc. to include local taxis, *tuk-tuks* (Cambodian: *remork*), etc.

Thus, you will need to bring enough money to cover personal expenses in Singapore and Cambodia to include some meals. An approximate amount of **SGD\$30-50/day** in Singapore; and **US\$10-15/day** in Cambodia is recommended. These estimates do not include additional expenditures such as purchases of medicine, toiletries, souvenirs, shopping, laundry, telephone calls, additional meals and beverages, transportation, etc. These conditions will be outlined in the acceptance letter.

What is the application process?

Students will fill out and submit the applications.

Applications must arrive in Singapore by Friday 10 MAR 2017.

Applications must be complete (all letters and forms; including 2 recommendation letters).

The field school will inform successful applicants by 20 MAR 2017.

The student must acknowledge acceptance of the offer by 27 MAR 2017.

If there is no response from the student and confirmation from ISEAS they received the student's acceptance/rejection by 27 MAR, the student will be dropped from eligibility. Be on time.

What if I have a special diet or food restrictions?

Let us know in advance. We understand and respect different diets, food restrictions, eating habits, allergies, medical conditions, etc. We will accommodate as much as possible, but be prepared to pay extra pending the nature of restrictions and needs.

What about passport and visa processing and costs?

You will need to pay for all passport, visa, visa processing and related costs for Cambodia and Singapore if applicable to you. It is critically important you meet requirements. These may differ for different nationalities.

What will students learn?

Research design and methodology key points of the Field School. Participants will also cover aspects of method and theory. The history of complex polity formation, urbanization and socio-economic networks in Mainland Southeast Asia and Cambodia (especially Angkor) will be a central topic. Ancient Khmer (Angkorian) history, art history, and architectural history will be covered (participants should familiarize themselves with the basic literature prior to arrival).

Archaeology: Students will learn basic archaeological survey, mapping, excavation, sampling, data recording, drawing and field analysis methods. Alternative and specialized methods will depend upon conditions and needs encountered during the project.

Students will participate in lectures, discussions and focus groups on Southeast Asian archaeology from experts in the field. Students will visit sites and museums in Singapore and Cambodia to learn about research, preservation and heritage management.

Does the Field School award transferable credits?

ISEAS – Yusof Ishak Institute and the Nalanda – Sriwijaya Centre do not award transferable academic credits for taking part in this field school (we are not a university). However, students will receive a certificate of participation upon completion of the field school.

Credit possibilities: Should your university/organization allow you to apply field school hours to augment credits (e.g., independent studies; specialized coursework), please inform Dr. Latinis and he will provide individual assessments of performance and participation metrics as needed. It is up to your university/organization to determine if the certificate and assessment can be used to augment credits.

Is Financial Aid available?

Yes, as outlined above, the field school does provide financial assistance to all its students. It is standardized for field school costs. Airfare subsidies, however, deviate by region in accordance with differing regional cost zones set by various airlines.

Field School Applications

The call for application states that students who are studying Archaeology, History, Art History and related fields are preferred.

Will my application still be considered if my background is not from these fields?

We strongly prefer candidates from those fields, as the field school is meant for those who anticipate pursuing careers in archaeology, but we still welcome your application if you can provide strong evidence of interest, previous involvement with these subjects, and intention to pursue related fields (academic and applied).

I am not currently enrolled in a tertiary institution. I have graduated. Can I still apply?

The Field School is meant for upper level undergraduate students, postgraduate students, and entry level professionals. However, we consider all applicants. If you have graduated from your university and are thinking of continuing your studies in the fields of Archaeology, History, and/or Art History and related fields, we welcome your application.

I have a lot of files to submit, can I just send them all as attachments?

In order to process your applications in a timely manner, we would appreciate it if you could combine them and submit as a single PDF file.

IMPORTANT: Label all files with:

SURNAME_first/given name_NSC2017FieldSchoolApplication_DATE OF SUBMISSION.FILE

EXAMPLE: LATINIS_kyle_NSC2017FieldSchoolApplication_20FEB2017.pdf

Can I just type my name as a signature?

We will require your actual signature. A digital copy is acceptable (scanned or digital image, emailed).

BEFORE THE COMMENCEMENT OF THE FIELD SCHOOL

Which airport do I book a ticket to?

For Cambodians / Singaporeans, the field school will book your return trip for you (please let us know which dates you wish to travel). Your claim-able travel subsidy would thus only include bus tickets between cities (if any are needed – example: Phnom Penh to Siem Reap) and travel insurance.

For all other nationalities, please book your tickets:

Arriving: Siem Reap International Airport, Cambodia (REP) on or before 28 JUL 2017

Departing: Singapore Changi Airport, Singapore (SIN) on or after 16 AUG 2017

The field school will handle your flight details from Cambodia to Singapore.

If you plan on returning to Siem Reap following the field school closure on or after 16 AUG, please inform us. We will suggest alternate arrangements (e.g., advise you to book a round trip [return] ticket to Siem Reap).

Do I need a visa to enter Singapore or Cambodia?

Please check with your embassies if you require a tourist visa to enter these countries. There is no need for work or student visas (unless it is a requirement of your home country for departure and foreign travel purposes).

Make sure your passport is valid and you have at least one year or more before expiry.

Different countries have different validity requirements. Make sure you check. For Cambodia, visas can be purchased on arrival, through travel agents, or online. Purchase on arrival is often less expensive. Also, check to make sure your passport does not require any pre-approved paperwork or visa costs. You will be responsible for all necessary processing and processing fees.

What if I chose to arrive early or stay after the program finishes?

You may choose to arrive at an earlier date in Siem Reap. However, ISEAS will not pay for expenses or provide lodging and food until 28 JULY. If arriving early, it will be at your own expense.

ISEAS will not pay expenses beyond the morning of 16 AUG (checkout), should you choose to remain in Singapore, return to Cambodia, or travel elsewhere.

What if I book a round-trip (return) ticket to Siem Reap, Cambodia to save costs, rather than arrive in Cambodia and leave from Singapore to my home country?

You may choose to return to Cambodia on or after 16 AUG. Please inform us well in advance as we may be able to book a round trip ticket in order to save expenses. ISEAS will not pay for accommodations or additional related travel expenses (e.g., airport taxis) in Singapore or Cambodia should you return to Phnom Penh.

Where will students stay in Singapore?

A hotel will be provided: TBA (To be announced).

Where would students stay in Cambodia?

A hotel and other accommodations will be provided: TBA.

What type of room will I be housed in?

You will be housed on a twin-sharing basis (that is, you'll likely have one room-mate from the field school). If you choose to have a single individual room, you will be responsible for the costs. Partial subsidies will not be provided. You must inform ISEAS in advance.

Do I need to bring my laptop and mobile phone?

If you have a laptop, we suggest bringing it for readings, project work, notes, communication, entertainment, communication with family/friends, and work on your presentations. ISEAS will not be responsible for any damages. It is recommended you have a suitable case and a means to keep it dry (e.g., waterproof bag; robust ziplock bags).

Cellular/mobile/hand phones:

We strongly recommend bringing a mobile phone. Cheap SIM cards and data plans for tourists can be purchased upon arrival at the Siem Reap airport. It increases your security and is an extremely useful emergency tool. However, ISEAS will not be responsible for damage, theft, loss, etc.

Is there free wi-fi available?

We will try to book hotels with wi-fi. Hotel wi-fi is generally adequate, although sometimes intermittent. At ISEAS, the field school can provide you a wi-fi password. Do not expect wi-fi or good coverage at the field site or on site visits, although we will have mobile wi-fi devices with limited amounts of users (generally 10-15 users at a time; contingent upon local coverage). However, you can purchase SIM cards (above) with mobile data plans. Recommendations on best company and expected costs will be made closer to the field school dates (available plans and costs change frequently). Past participants have purchased SIM cards and data plans for approximately US \$ 5-10 which covered their entire time in Cambodia.

What kind of documents do we need to prepare in order for us to get our travel stipends?

Please prepare beforehand a copy of your passport and plane tickets (this would include bookings / receipts / boarding passes). You need to bring passport sized photos (recommended 2-4). Cambodia usually requires passport sized photos for airport visa application. They do not have to be official passport photos, but should meet basic passport photo standards for size, facial position, and background. If not, they will charge you extra to take photos.

My flight arrives in the early morning of the day that I am supposed to check-in. Is it possible to get the key to my room?

Please check directly with the hotel for early check-in availability. Please be aware that if there are additional surcharges, you will need to pay for them yourself. Generally, it is not a problem. Hotels will often let you leave your luggage while the clean and prepare your room.

Can I check-in early / check-out late from the hotel?

Please check directly with the hotel for availability. Late check-out often requires added expenses. Please be aware that if there are additional surcharges, you will need to pay them yourself.

Can I get the reading list for the field school early?

Once the reading list for the field school has been finalized, we will let you know through e-mail and/or the facebook group. We do not expect you to read everything. However, familiarize yourself with the basics of archaeology, history, and culture in Cambodia and Singapore. For additional readings, choose what interests you. There are also many good online resources and documentaries available on the internet.

Can I get pick-up service at the airport?

Sadly, as everyone will be travelling at different times, we will not be able to pick you up upon arrival at Siem Reap. However, we will try to make arrangements as best as possible with the hotels. Standardized taxi and *tuk-tuk* (*remork*) services are available at Siem Reap airport.

We will provide transportation to the airport in Siem Reap on 12 AUG. We will travel to Singapore as a group. We will provide transportation from Singapore (Changi Airport) to your hotel upon arrival in Singapore on 12 AUG. We do not provide airport transportation leaving Singapore on 16 AUG or later.

TRAVEL ADVISORY**Do I need to have my own travel insurance?**

As a requirement of participating in the field school, you MUST purchase travel insurance. ISEAS or the field school will not be responsible for medical emergencies and expenses.

Check various government reports and credible sources for any specific travel advisories issued (general travel advisories as well as travel advisories specific to your country of origin).

AFTER THE FIELD SCHOOL**Is there a student feedback exercise where I can give suggestions?**

There will be a feedback form at the end of the field school where students can give feedback.

Further questions?

If your question was not answered here in this FAQ, please direct them to nscafs@iseas.edu.sg.