

## 2016 Nalanda-Sriwijaya Centre Archaeological Field School

### 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, and Russia.

##### **Critical Dates:**

- **22 JUL 2016: Application Deadline**
- **15 AUG: Successful Applicants informed via email**
- **26 AUG: Applicants must confirm participation or they will be dropped**
- **20 NOV: Field School begins in Cambodia**
- **10 DEC: Participants and instructors depart for Singapore from Cambodia**
- **15 DEC: Field School ends in Singapore**

##### **How much does the Field School cost?**

If you are accepted into the main cohort, the field school will subsidize basic room and group meals in Cambodia as well as basic room and some stated meals in Singapore (to be outlined in the booklet). Upgrades or alternate arrangements will not be covered by ISEAS. Participants will share rooms (2 per room); Koh Ker on-site fieldwork may involve sharing common space in a local household (prepare to bring sleeping gear).

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 Phnom Penh by 20 NOV, 2016, and check out of the Hotel in Singapore by the morning of 15 DEC 2016.

Your plane ticket to Singapore from Cambodia on 10 DEC 2016 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 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, etc.

Thus, you will need to bring enough money to cover personal expenses in Singapore and Cambodia to include some meals. An approximate minimum 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 22 JUL 2016.**

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

**The field school will inform successful applicants by 15 AUG 2016.**

**The student must acknowledge acceptance of the offer by 26 AUG 2015.**

**If there is no response from the student and confirmation from ISEAS they received the student's acceptance/rejection by 26 AUG, 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, 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?**

Students will learn basic 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?**

The students will not receive any academic credits for taking part in this field school. However, students will receive a certificate of participation upon completion of the field school.

Should your university/organization allow you apply field school hours to augment credits, 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. ISEAS – Yusof Ishak Institute (ISEAS) cannot award transferable 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, and Art History 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 will still welcome your application if you can provide strong evidence of interest and previous involvement with these subjects.

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

If you have graduated from your university and are thinking of continuing your studies in the fields of Archaeology, History, and/or Art History, we would 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. Label all files with SURNAME-First Name-Koh Ker 2016 Field-DATE OF SUBMISSION-FILE (e.g., LATINIS david – Koh Ker 2016 Field School-22JUL2016-Application Form.pdf).

**Can I just type my name as a signature?**

We will require your actual signature, and a digital copy is acceptable.

## BEFORE THE COMMENCEMENT OF THE FIELD SCHOOL

### **Which airport do I book a ticket to?**

Please book your tickets: arriving: Phnom Penh International Airport (PNH), Cambodia; departing: Singapore Changi Airport (SIN). If you plan on returning to Phnom Penh following the field school closure on or after 15 DEC, please inform us. We will suggest alternate arrangements (e.g., advise you to book a round trip [return] ticket to Phnom Penh as discussed above). The field school will handle your flight details from Cambodia to Singapore.

### **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. 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, but check. 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 Phnom Penh. However, ISEAS will not pay for expenses or provide lodging and food until 20 NOV. If arriving early, it will be at your own expense.

ISEAS will not pay expenses beyond the morning of 15 DEC (checkout), should you choose to remain in Singapore, return to Cambodia or travel elsewhere.

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

You may choose to return to Siem Reap on or after 15 DEC. 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?**

To be announced (TBA).

### **Where would students stay in Cambodia?**

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, catching up 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 Phnom Penh 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 endeavor to book hotels with wi-fi. At ISEAS, the field school can provide you a wi-fi password. Do not expect wi-fi or good coverage at Koh Ker. 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).

**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). It is recommended you bring passport sized photos. Cambodia usually requires them for airport visa application. If not, they will likely 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.

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

Please check directly with the hotel for availability. 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.

**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.

## **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](mailto:nscafs@iseas.edu.sg).