



Internship Abroad Decision Tree in times of Covid-19: to go or not to go abroad for internship

May 2021

Dear Student,

Leiden University has decided that study activities abroad can go ahead as of May 15, 2021, travel-advice permitting. That's good news! Now it's up to you to decide whether you should or shouldn't go, which can be very difficult in these ever-changing times. And of course, you can only go on condition that internship at your destination is both permitted and safe at the moment of departure.

This document is intended to help you to make a well-considered and well-timed decision. In short, you will need to:

- Read all the information on the university website about the [conditions for going abroad](#) and [the FAQ's](#).
- Set yourself a deadline for making your decision. See the advice in **section A** below. Note your deadline in your agenda and stick to it!
- Continually monitor the latest [Dutch government travel advice](#) for your destination (in Dutch).
- After setting your deadline for making a decision, answer the questions under **section B** below to help you reach your final decision.

Still have questions after reading this advice? You can contact the [Career Service Humanities](#) for further information on practical considerations. We also advise you to discuss your decision with family, friends and fellow students.

A. How to set your deadline

Your deadline is the latest date on which you can make a decision without getting into difficulties. Set your deadline on the basis of the following factors:

1. Deadline for implementing your plan B
2. How long you need for travel and practical arrangements (i.e. deadlines for approval internship plan, grants, visa etc)
3. At what point will the lack of a decision become too stressful for you
4. At what point will there be (excessive) financial consequences if you delay further



To help you get a clear picture of where you stand in terms of these four factors, answer all the questions in the table below.

Am I prepared to incur costs even if my trip might not go ahead?	Yes: Go to next question No: Cancel your trip and implement your plan B instead.
What costs do I expect to incur and when?	
Can I deal with the uncertainty of the situation?	Yes: Go to next question No: Cancel your trip and implement your plan B instead.
Start date internship	Date
Do I need to go into quarantine upon arrival at my destination?	Yes/No: For how long:
Can I start my internship online if I am still in quarantine?	Yes/ No
On what date do I want to arrive?	Date
What is the deadline for applying for housing?	Date
What is the deadline for requesting a visa (if applicable)?	Date
Are there many flights available? What is the latest date I can book?	Date
Do I need to be (fully) vaccinated against Covid-19 to enter my destination country?	Yes: go to next question
Latest date I expect to receive my second Covid-19 vaccination in The Netherlands.	Date
Deadline for implementing my plan B (e.g. registering for minors or elective courses - remember that minors at other universities may have earlier deadlines)	Date

Continue on the next page.



B. Final decision depending on latest travel advice

- After setting your deadline, your answers to the questions below will help you to reach your final decision.
- Your decision depends on the current travel advice for your destination. See: [https://www.nederlandwereldwijd.nl/reizen/reisadviezen \(Dutch only\)](https://www.nederlandwereldwijd.nl/reizen/reisadviezen)

Travel advice code red or orange

Deadline for making my decision:	
Is my destination still code red by my decision deadline?	Yes: You may not travel. Cancel your trip and implement your plan B instead.
Is my destination code orange by my decision deadline?	Yes: Go to next question
Is my destination code orange (by my deadline) due to infection rates?	Yes: You may not travel. Cancel your trip and implement your plan B instead.
Is my destination code orange (by my deadline) due to incoming quarantine restrictions only, i.e. not due to infection rates, and is this clearly stated in the Dutch government's travel advice?	Yes: Go to next question
Can I meet these quarantine restrictions (also in financial terms)?	Yes: Go to next question No: Cancel your trip and implement your plan B instead.
Can I meet the quarantine restrictions and still start my internship (e.g. can I arrive early or start my internship online whilst in quarantine?)	Yes: Request permission to travel from the International Incident Team via this form No: Cancel your trip and implement your plan B instead.

Travel advice code yellow or green

Deadline for making my decision:	
Do I have sufficient funds to arrange my repatriation if I have to return home part way through my internship period?	Yes: continue your preparations to go on exchange. No: go to next question
Does my insurance cover Covid-19 related repatriation costs?	Yes: continue your preparations to go on exchange. No: cancel your trip and implement your plan B instead.



Am I prepared to incur costs, e.g. for housing or visas, even though the situation may change and I may have to cancel my trip or return home early?	Yes: continue your preparations to go on exchange. No: cancel your trip and implement your plan B instead.
If I am dependent on a scholarship but have to return home part way through my internship, am I still entitled to funds for the period I spent abroad?	Yes: continue your preparations to go on exchange. No: cancel your trip and implement your plan B instead.
If I have already made a start with my plan B, can I still cancel it without major consequences?	Yes: continue your preparations to go on exchange. No: cancel your trip and continue with your plan B or make other arrangements.

We wish you the best of luck with your decision. Don't hesitate to get in touch if you have any questions.

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