

GLOBAL

ALLY

Certificate Program



The Global Ally Certificate Program is a new educational initiative designed to ensure that Rutgers employees responsible for providing services to the Rutgers international community (students, faculty, and scholars) and/or for assisting with international activities develop essential competencies.

This certificate program is a collaboration between Rutgers Global (formerly the GAIA Centers), University Human Resources, and several other Rutgers units.

RUTGERS
UNIVERSITY

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CORE COMPETENCIES

- Understanding Rutgers' international initiatives and advocating for Rutgers as a global university
- Following the policies and guidelines for international activities
- Enhancing services for international students, faculty, and scholars
- Identifying, sharing, and maximizing the use of international resources at Rutgers

PROGRAM INFORMATION

- All full-time Rutgers faculty and staff are eligible to apply
- Participants do not have to enroll in the certificate program to take courses
- There is no charge to any individual or department for participating in the program

CERTIFICATE INSTRUCTIONS

- Rutgers staff and faculty interested in completing the Global Ally Certificate Program must register at the UHR course registration system (hrservices.rutgers.edu/CRS) by first enrolling in RGA000, then enrolling in the individual courses
- To earn a certificate, participants must complete a total of six courses (four foundation and two elective courses) within 24 months of participating in the first course
- A certificate will be issued upon completion of the minimum required courses; the RGA000 Global Ally Certificate with the list of completed courses will appear on the transcript as "Finished"

CONTACT

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FOUNDATION COURSES



Internationalization at Rutgers (RGA001; 3-hour course)

This course will provide an overview of international activities at Rutgers, including the work of Rutgers Global (formerly the GAIA Centers) and its various units. Participants will gain an understanding of Rutgers as a global university, why that is a good and necessary goal and aspiration, what internationalization requires of all of us as staff and faculty, and the resources available to all towards Rutgers' overall internationalization.



Cross-Cultural Communication (RGA002; 3-hour course)

Because of the diversity of our campuses, it is essential for staff and faculty to be culturally aware so that they are able to better serve the various constituents of the Rutgers community. This course will encourage participants to expand their conceptualization of culture and their understanding of communication. Activities are designed for participants to learn strategies to improve their cross-cultural communication skills and apply those skills to their everyday work.



Managing International Travel (RGA003; 3-hour course)

Rutgers students, faculty, and staff travel internationally to study, conduct research, and engage with global partners. This course will introduce participants to the federal, state, and university travel policies and cover a range of topics, including travel registration, risk management, and financial guidelines. Both travelers and those who organize international travel would benefit from understanding how to manage international travel effectively.



Doing Business Internationally (RGA004; 3-hour course)

From paying foreign nationals to making international wire transfers, this course will help participants understand the complicated nature of processing international financial transactions. This course will review university policies and offer tips on using Cornerstone. Even non-business specialists will benefit from understanding processes in order to manage expectations for research grants and other international activities.

ELECTIVE COURSES



Working with International Students (RGA005; 3-hour course)

This course will provide information and guidance for administrators and academic advisers working with international students. Topics discussed will include an introduction to the services provided by Rutgers Global (formerly the GAIA Centers), immigration/visa regulations as they affect students' academic progress and employment eligibility, and a review of the forms and documents required by international students to maintain their status.



Understanding and Supporting Study Abroad (RGA006; 1.5-hour course)

Rutgers faculty and staff play a critical role in encouraging more students to consider studying abroad. In an effort to expand our reach and to increase the number of students that pursue learning opportunities abroad, this course will help Rutgers faculty and staff gain a better understanding of the study abroad process and the role they can play in encouraging their students to take advantage of this life-changing opportunity.



Hosting Non-Traditional International Visitors, Students, and Scholars (RGA007; 3-hour course)

This course will review procedures and tools to assist faculty and staff to prepare for and host non-traditional international students and scholars. These include students and scholars who come to Rutgers on J-1 visas sponsored by outside organizations, as well as student interns and international visitors. Topics discussed will include the proper methods for hosting Fulbrighters, sponsored students, student interns, other short-term international visitors, and international delegations.



Employing Foreign Nationals (RGA008; 3-hour course)

This course will provide information on different visa types, immigration terms and concepts, and government documents and procedures. Exploring issues specific to the hiring of foreign nationals, this course will discuss the university titles relevant to the visa sponsorship process and what foreign nationals may experience when going through this process. (Participants who have taken or will take the three-part Hiring Foreign Nationals course can substitute that course towards the Global Ally Certificate Program.)