



International Association  
of Students in Agricultural  
and Related Sciences.

IAAS WORLD

# FINANCIAL PLAN EXPRO

2022-2023



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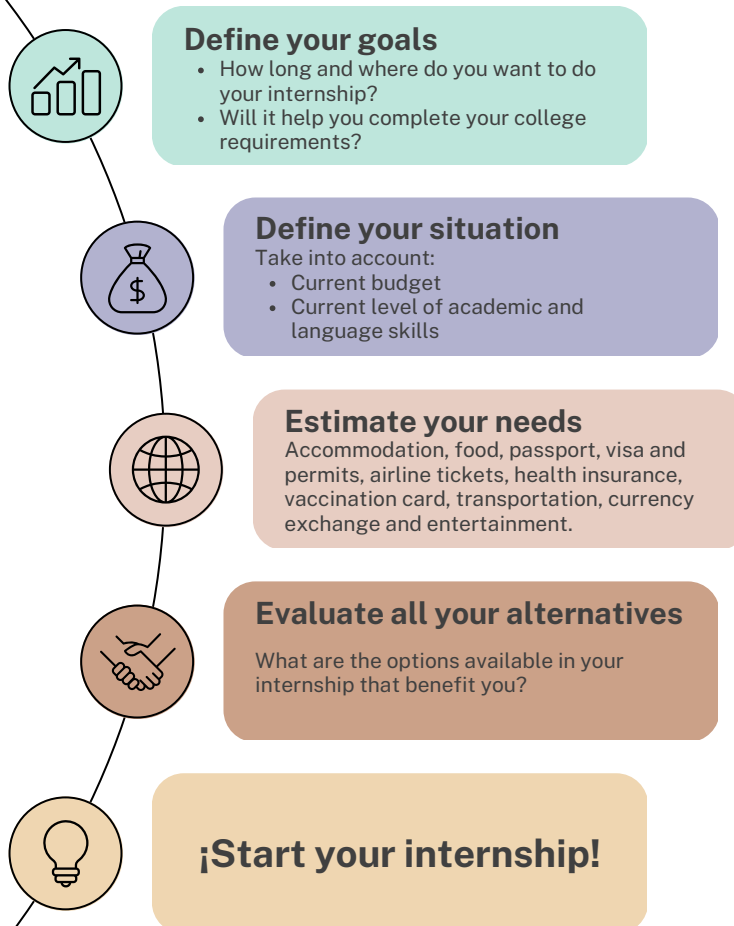
# Introduction

## What is a strategic plan and why is it necessary?

A strategic plan is a set of actions that defines what direction to take and how to allocate available resources to achieve the proposed goal.

International internships are an excellent way to improve your language skills, build global connections and experience the professional world. When considering an internship abroad, planning is key to determine the budget you will need for required clearances or documentation, possible vaccinations, travel and accommodations, and other details.

ExPro



# 1

## Define your goals

- **Is the internship a way to try out a career field of interest to you?**

Higher education allows you to acquire essential theoretical knowledge that is intended to prepare you for the world of work. Internships are opportunities to apply all your knowledge in a real context, which will help you have a new vision of your field and the opportunities it could offer you. In addition, nowadays, companies are more demanding with the experience when hiring. With internships you will be able to do practice activities, and in parallel, you will develop theoretical and practical leadership skills, confidence in your abilities and acquire new tools that you will undoubtedly apply in future jobs.

- **How long do you want to do your internship for?**

The IAAS exchange program has a minimum duration of 3 weeks and a maximum of 1 year. The requirements for different internships vary depending on the company, for example, a minimum duration of 2 months or a maximum duration of 3 months. Check the requirements of each internship in the exchange catalog:

<https://www.iaasworld.org/downloads>

- **Do you want to improve your language skills or explore a new culture?**

We currently have more than 150 local committees in over 50 countries around the world, making the list of options to which you can apply for an internship vast and wide-ranging. You will be able to acquire intercultural competencies and learn or improve a new language. You will also develop awareness and knowledge of social issues and different practices in your home and host country.

- **Do you want to go sightseeing before/after/during your internship?**

To go sightseeing in your destination country, we recommend that you ask the members of the committee in charge of your internship what is best for you, depending on the time of year, cost and time. With this you will define the places you want to visit, the cost of transportation, entrance fees, cost of food and the time you will invest.

- **Will it help you complete your college requirements?**

This experience will help you complete the internship or pre-professional practice hours, laboratory hours or scientific research hours required by your university, in addition to applying and complementing the knowledge acquired throughout your career.

- **Would you like a paid internship?**

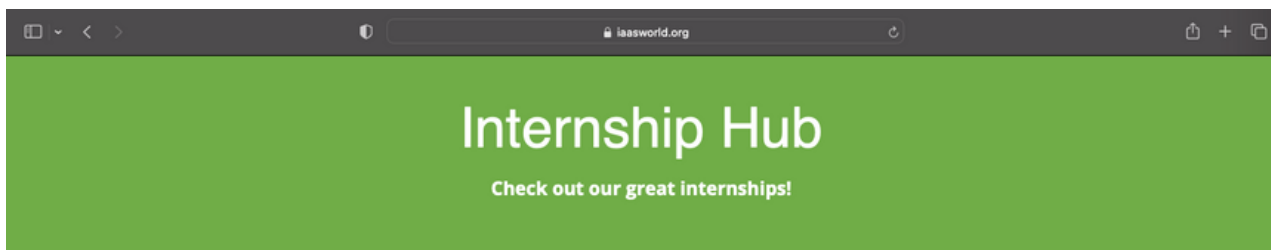
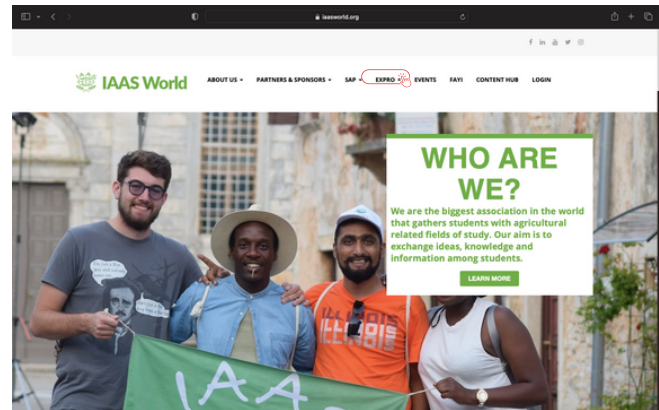
In the catalog of the exchange program you will find the benefits that each company offers you, whether it is financial compensation, housing or food.

You can find the catalog at the following link:

<https://www.iaasworld.org/downloads>

To find more information about ExPros (Exchange Programs) follow the steps below:

1. Enter the IAAS page through the link:  
<https://www.iaasworld.org/>
2. Through the ExPro tab you can find information on the ExPro> Internships Hub enabled locations.



### List of internships

Region	Country	Internship Type	Search		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Name	Country	Food included	Accommodation included	View	
PC Fruit	Belgium	✓ YES	✗ NO	Details	
HUMA Chocolate	Ecuador	✓ YES	✗ NO	Details	
Mary flower	Ecuador	✓ YES	✓ YES	Details	
Grupo Inders SC	Mexico	✓ YES	✓ YES	Details	
Mieles del Campo	Ecuador	✓ YES	✓ YES	Details	

# 2

## Define your situation

Prepare yourself properly and responsibly so that your internship abroad will be efficient. Most employers abroad will help and support you throughout the entire onboarding process.

To define your situation and prepare for an internship abroad you should take into account:

Current budget:

- Do you have the financial resources to go away for more than three weeks?;
- Is it economically beneficial for you to go to a country in the same region where you live or to another one?;
- What are the expenses you would have to face during your internship: lodging, food, transportation, visa, insurance, etc.?
- Current level of academic and language skills: Do you have the necessary level of knowledge and language skills required by the company?

# 3

## Estimate how much you need

When planning their personal budget, students should consider the costs of flights, health/vaccines and in-country transportation. Students should also consider housing costs, required visas and food budgets. Below are some resources to help you with your budget planning:

- **Lodging:** you can contact the NExCo of the country of destination to ask for recommendations of rooms/hostels that are convenient and close to the internship site. However, in case the company does not provide accommodation there is the possibility of staying with a local committee member, ask the NExCo for this option.
- **Meals:** Look up the rate of meals and incidental expenses for your destination. Use these to determine the total cost of breakfast, lunch and dinner. (Breakfast + Lunch + Dinner) x Days in country = Food budget.
- **Passport, Visa and permits:** Apply for your passport immediately after you have been accepted as the process could take several weeks. The work and transit permit will have to be processed by the corresponding agency, check the regulations of the country you are going to.



Check the requirements for the country of destination, e.g. if you need a visa and its cost:  
<https://www.ivisa.com/> or <https://www.expedia.com/lp/b/travel-advisor>.

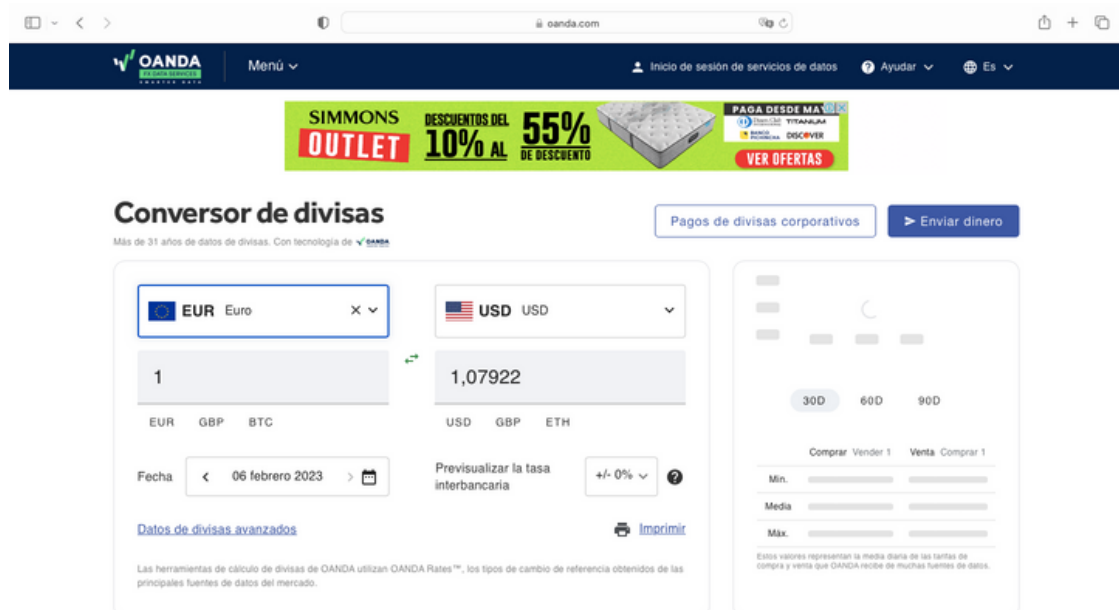
Another option is to search in Google or your preferred browser for "visa requirements for passport (country)," and it will show you the countries that will require you to apply for a visa with your specific passport. You can email or call the nearest consulate or embassy to learn about the requirements, procedures and necessary vaccinations.

**Estimated time:** we recommend you to obtain your passport and visa (if necessary) at least 6 months before the planned trip in case of any inconvenience that may arise.

The screenshot shows the Expedia website's COVID-19 travel advisor. The header includes the Expedia logo and navigation links like 'More travel', 'English', 'List your property', 'Support', 'Trips', and 'Sign in'. The main heading is 'COVID-19 travel advisor' with a subheading 'Ready to travel? Check advisories for your destination'. Below this is a search bar with the following fields: 'Round Trip' (dropdown), 'Passport: USA' (dropdown), 'COVID-19 Vaccinated' (dropdown), 'From: United States' (text), 'Connection' (text), 'To: Colombia' (text), 'Depart: Mon Feb 6' (text), and 'Return: Mon Feb 13' (text). There are 'Clear all' and 'See requirements' buttons. The interface is powered by sherpa.

The screenshot shows the iVisa website's online travel visa check interface. The header includes the iVisa logo, 'Featured on' badge, and navigation links like 'Travel Documents', 'Passport', 'Photos', and 'English (en)'. The main heading is 'Online Travel Visa Check. Find Visa information for all countries.' with a subheading 'Simplifying Travel Around The World.' Below this is a search bar with the following fields: 'Where am I From?' (dropdown with 'United States (US)' selected), 'Where am I Going?' (dropdown with 'Colombia (CO)' selected), and a 'Get Started!' button. The interface also features a woman holding a smartphone and a Trustpilot rating of 4.5 stars.

- **Airline tickets:** It is advisable to check promotions, high (holidays and summer) and low seasons, check the different offers in the airlines, check in the airlines, travel agencies, and others. When purchasing your travel ticket, you should check what category it is, if it includes carry-on or checked baggage or none of these. And take into account what is allowed in carry-on baggage.
- **Health insurance:** It is suggested that students take out health insurance before departure that meets the coverage requirements established by the company. There are many insurances for international students. You should look according to the country where you will do the internship to take an insurance that covers you up to the medical cost of the country of destination and according to your budget.
- **Vaccination card:** Check with local health authorities and consular officials to determine which vaccinations are required or recommended for the destination country.
- **Local transportation:** It will be cheaper to use public transportation than to take a cab or use Uber. You should consult the NExCo or person in charge about the value of public transportation in the country of destination and thus have a budget to get around.
- **Currency exchange:** If the country of destination does not have the same currency as your country, you should consult the currency exchange rate through a currency converter:  
<https://www.oanda.com/currency-converter/es/>,  
<https://www.oanda.com/currency-converter/en/>
- **Entertainment:** You will surely want to go out with your friends, so you will spend on food, drinks, clubs, souvenirs, shopping, travel, etc. We recommend you have a budget for this type of event to enjoy your stay in the country of arrival.



The screenshot shows the OANDA website's currency converter interface. At the top, there's a navigation bar with the OANDA logo, a menu, and links for login, help, and language selection (Es). Below the navigation bar is a promotional banner for SIMMONS OUTLET with a 55% discount. The main section is titled "Conversor de divisas" (Currency Converter) and includes a sub-header "Más de 31 años de datos de divisas. Con tecnología de OANDA". The interface allows users to select currencies (EUR for Euro and USD for US Dollar) and input a value (1 EUR) to see the equivalent (1,07922 USD). It also features a date selector (06 febrero 2023), a link to "Datos de divisas avanzados", and a "Previsualizar la tasa interbancaria" option. On the right, there's a section for "Pagos de divisas corporativos" (Corporate currency payments) with a "Enviar dinero" (Send money) button and a table for buying and selling rates.



# 4

## Evaluate all your alternatives

- **Get a temporary job that fits your semester or vacation schedule. For this you have several alternatives:**
  - **On campus:** Try the library or the cafeterias. If you prefer something tailored to your future career try the school's public relations office, or ask your professor directly about paid research jobs.
  - **Off-campus:** Customer service jobs offer flexible hours, and the opportunity to pocket tips each shift. Another option is temporary remote jobs with hourly pay where you can work as a text translator, interpreter and call center operator.
- **Select a company where you will do your internship inside/outside your country.**
  - **Within your country:** If there are options that meet your expectations within your country you can select one of them and it will be cheaper.
  - **Abroad:** If after saving and budgeting you will be able to do your internship outside your country.
- **Lodging:**
  - **In the home of a member of the IAAS committee of the place where you are going.** NOTE: it is important to know that if a member of IAAS receives you in their home you could contribute with expenses such as food (depending on the host).
  - **Hostel near the company.**
- **Transportation:**
  - **If your internship is in a country of the same region to which you belong (Asia, Europe, America, Africa, Mena) you will be able to opt for a cheaper means of transportation: train or bus.**

# 5

## Planning

Every applicant has to pay the ExPro Fee in Euros (€) as follows:

COUNTRY	EXPRO FEE
A	75
B	75
C	100
D	100
E	125
F	125

Each country is classified in a category (A,B,C,D,E,F) calculated according to GNI per capita.

This is described in the constitution of IAAS World, and each year, countries are classified according to the level of richness.

Depending on the country you're from, you'll have to pay one of the different fees.

**Don't you know the category of your country?**

If you are an IAAS member, you can ask the National/Local Director of your commit, or if you have no contacts in IAAS, email [vpexchange@iaasworld.org](mailto:vpexchange@iaasworld.org).

Applicants who are not part of any IAAS committee will pay 25 euros in addition to the approved ExPro Fee values in the table above.

If a student wants to apply to more than one ExPro, the total fee to be paid will be 40 euros more for each ExPro place.

EXAMPLE	€
ExPro 1: Perú	-
ExPro 2: Chile	40
ExPro 3: Ecuador	40
D category student	100
<b>Total</b>	<b>180</b>

EXAMPLE	€
ExPro 1: Argentina	-
ExPro 2: Argentina	40
ExPro 3: Panamá	40
E category student	125
<b>Total</b>	<b>205</b>

## Ejemplos

From Europe to America (e.g. Belgium to Ecuador)

Interview and approval:

- Contact the NExCo in charge of your committee to help you with the internship process.
- Prepare for and attend interviews with the NExCo of the country of destination and the company manager.
- Once you are approved, you must follow the process steps, such as receiving the acceptance letter, paying the Expro Fee and signing the contracts. Each of these steps is detailed in the following link:  
<https://drive.google.com/file/d/1dW2zj5dtRlecJgdOljqjs2BqX7lcQqDB/view>

Budget:

- ExPro Fee: 125 € (Take as reference the value of the table according to the country of origin)
- Visa: Belgium does not need a visa to enter Ecuador, only a passport. If the length of stay exceeds 3 months, you must call immigration from Ecuador to make the corresponding process.
- Flights: The internship is planned for three months, from March 14, 2023 to June 14, 2023, buying the tickets (Brussels-Quito, Quito-Brussels) in January (two months before with stopovers) its value is \$884 + taxes approximately.

#### Lodging:

- If you are able to live in the house of an IAAS member, you will be able to contribute with the food expenses. Considering that 4 people live in the house and the food costs, this value will be approximately \$40 per month.
- The monthly cost of hostels in Ecuador varies from \$50 and up.

**Food:** the value of food in Ecuador is cheap so breakfast can be found for \$3.00, lunch from \$3.50 and dinner from \$3.50.

**Transportation:** The cost of buses within the cities of Ecuador is between \$0.35 - \$0.50.

- Looking at the most expensive scenario it would be \$0.50 one way and \$0.50 return. Therefore \$1 per day

**Tourism:** If you decide to travel on weekends or after your internship you should consider how many days and where you will go.

- If you decide to travel by bus to the coast from the city of Quito it costs between \$12 - \$15. Hostels can cost \$6 and up and meals can be found from \$3 and up.
- If you decide to travel by bus to the highlands from the city of Quito it costs between \$12 - \$18. Hostels can cost \$30 and up and you can find meals from \$3 and up.

Item	Subitem	Cost	Days	Total
ExPro Fee		\$125.00		\$125.00
Visa		\$00.00		\$00.00
Passport		\$101.05		\$101.05
Flights		\$884.00+tax		~\$1000.00
Lodging		\$50.00/month	90	\$150.00
	Breakfast	\$3.00	90	\$270.00
Meals	Lunch	\$3.50	90	\$315.00
	Dinner	\$3.50	90	\$315.00
Transportation		\$1.00/day	90	\$90.00
Total				\$2366.05

**NOTE:** If you cook yourself or food is provided by the hoster it will be for sure cheaper.

From Africa to Europe (Togo to Slovenia)

Create a budget:

- **ExPro Fee:** The fee is based on the applicant's home country committee. If you are a member of IAAS Togo (Category A: 75 €)
- **Visa:** In the case of a citizen born in Togo and residing in Togo, he/she must apply to the Egyptian consulate. More information can be obtained from [Representations South Africa](#) | [GOV.SI](#).

#### **Cost of Visa:**

**Sending documents:** In some embassies it is allowed that third parties or travel agencies leave the documents to process the visa. In this case if you have a friend or acquaintance in the country of the embassy they can help you. Remember that if you are approved for the visa you must send your original passport.

- **Cost of the trip to obtain the visa:** In some cases the embassy or consulate requests an interview with the applicant, in this case, the cost of the trip and accommodation should be considered, since the verification of documents takes approximately 2 to 4 days. After this time the stamped passport is delivered. (From Togo to Cairo-Egypt 650 €) (Accommodation in Cairo from 5 € per night at Meramees Hostel) External reference. [Cairo](#) | [Cheap hotel accommodation](#) | [Search and compare hotels with Skyscanner](#)

**Flights:** Search in several pages, preferably the official pages of the airlines to get the cheapest option. Be careful with unknown sites as they are usually fraud (1292 € including taxes).

#### **Lodging:**

- If you are able to live in the house of an IAAS member, you will be able to contribute with the food expenses. Considering that 4 people live in the house and the food costs, this value will be approximately 340 € per month.
- The monthly rental cost of a 45 m2 (480 sqft) furnished studio in a normal area of the city ranges from 503.

#### **Food:**

For lunch a menu of the day (including drink) in the expensive area of the city has an average cost of 12 € or a full menu in a fast food restaurant (big mac menu or similar) has an average cost of 6 €.

Breakfast or dinner can be prepared taking into account that a liter of milk costs 1,18€, 12 eggs 3,72€, 500 gr of national cheese 7€, 4 loaves of bread 1,38€ and 1 kg of apples 1,68€.

**Transportation:** The value of the monthly train pass is 37€.

**Tourism and Entertainment:** If you decide to travel on weekends or after your internship you should consider how many days and where you will go.

Two movie tickets in regular format is 13€.

One theater ticket (best seats) 50€.

Item	Subitem	Cost	Days	Total
ExPro Fee		75.00 €		75.00 €
	Visa Fee	100.00 €		100.00 €
Visa	Round Trip flight	650.00 €		650.00 €
	Lodging	5.00 €	4	20.00 €
Passport		101.05 €		101.05 €
Flights		1292.00 €		1292.00 €
Lodging		503.00 €/month	90	1509.00 €
	Breakfast	6.00 €	90	540.00 €
Food	Lunch	12.00 €	90	1080.00 €
	Dinner	6.00 €	90	540.00 €
Transportation		37.00 €	90	111.00 €
Total				6018,05 €

# 6

## TRAVEL TIPS

**It is important to note that you should plan your trip in advance if you want to save money and lower costs. Here are some tips when buying your airline tickets:**

- **In June, July and October you will find a greater number of discounts on tickets to international destinations. On the other hand, the most expensive months to travel are July, August and December. However, it all depends on where you want to travel to.**
- **The best month to travel abroad to save money is April (-38.30%), May (-37.82%), February (-31.99%) and October (-30.48%).**
- **The time of your trip is also essential. In general, the cheapest trips are in the evening or early morning.**
- **Ideally, never book airline tickets from Friday to Sunday. It will be convenient to purchase tickets between Monday and Tuesday and even on Wednesday. It is important to consider the time of purchase, being between 14:00 and 15:00 the best time to find the best deals.**
- **Better to buy departure and return in two different operations to avoid charges on the return trip.**
- **Generally, the best prices on international flights are obtained between 5 and 7 months before departure.**
- **Usually the season where flights are cheaper is in winter. Here is a summary of the seasons in the world.**



REGIÓN DEL MUNDO	HEMISFERIO	VERANO	ESTACIÓN SECA	ESTACIÓN LLUVIOSA	OTOÑO	INVIERNO	ESTACIÓN SECA	ESTACIÓN LLUVIOSA	PRIMAVERA
Europa	Norte	Junio			Septiembre	Diciembre			Marzo
		Julio			Octubre	Enero			Abril
		Agosto			Noviembre	Febrero			Mayo
América del Norte	Norte	Junio			Septiembre	Diciembre			Marzo
		Julio			Octubre	Enero			Abril
		Agosto			Noviembre	Febrero			Mayo
		Abril		Abril	Julio	Octubre		Noviembre	Febrero
India	Norte	Mayo		Mayo	Agosto	Noviembre		Diciembre	Marzo
		Junio		Junio	Septiembre	Diciembre		Enero	
				Julio				Febrero	
				Agosto				Marzo	
China	Norte	Mayo			Julio	Noviembre			Marzo
		Junio			Agosto	Diciembre			Abril
		Julio			Septiembre	Enero			
África Ecuatorial	Ecuador		Diciembre				Mayo	Septiembre	
			Enero				Junio	Octubre	
				Febrero			Julio	Noviembre	
Región del Amazonas	Ecuador	Febrero					Mayo a Octubre		
		Marzo					(realmente no es seca,		
		Abril					pero hay menos lluvias)		
		Mayo							
		Junio							
Norte de Australia	Ecuador	Abril (norte)					Agosto	Enero	
		Octubre (parte sur)		Noviembre			Septiembre	Febrero	Marzo
América del Sur	Sur	Diciembre			Marzo	Junio		Septiembre	
		Enero			Abril	Julio		Octubre	
		Febrero			Mayo	Agosto		Noviembre	
Sur de Australia	Sur	Diciembre			Marzo	Junio		Septiembre	
		Enero			Abril	Julio		Octubre	
		Febrero			Mayo	Agosto		Noviembre	
África del Sur	Sur	Noviembre				Mayo		Septiembre	
		Diciembre			Abril	Junio		Octubre	

Fuente: <https://proyectoviajero.com/estaciones-todos-paises/>

### **Sites that can help you plan your trip:**

- <https://www.flightconnections.com/> to see what connections you have with each airport;
- <https://www.skyscanner.net/> and <https://www.google.com/travel/flights> to compare flight offers. Once you have found the cheapest option, it is best to book on the flight company's site;
- <https://hopper.com/travel/flights> is an application that helps you by forecasting the price fluctuations. It tells you if it is the best time to buy the ticket or if it is better to wait for the prices to go down.

### **How to reduce your expenses when living abroad:**

#### **Lodging:**

- Stay with IAAS members or with host families, for this you must contact the NexCo of the place where you will do your internship.
- Search for places for students.
- Look for places to stay in Airbnb ([www.airbnb.com](http://www.airbnb.com)) look for places closer to where you are going to save on transportation, however if the place where you are going is downtown and the accommodation is expensive, look for places a little away from the center where the accommodation is cheaper, if possible rent a place with a friend.

#### **Food:**

- Ask local IAAS members for the cheapest places; remember that it is a different place and a different food, so see if any of the ingredients may cause allergies and consume food in moderation at the beginning.
- Cook your food or buy pre-prepared food at the supermarket, avoid exclusive restaurants or go when there are promotions. Usually restaurants offer discounts from Monday to Thursday.

#### **Transportation:**

- Usually in low-income and underdeveloped countries, public transportation by bus is more economical.
- Air transportation is more economical if purchased in advance in more developed countries such as the United States and European countries.
- Shipping is more economical in places with rivers or large lakes, as in Guatemala and Hungary.

- **Check the promotions on transportation for tourists and students; they are usually in the stations of the means of transportation and in tourist centers or supermarkets.**
- **Before buying tickets for transportation check if the fare changes according to the time, which is common on trains, the time it will take you to make the trip, sometimes it is better to pay more and not lose several days. Consult a friend or IAAS member who knows the area or has made the trip before.**



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