



THE UNIVERSITY OF WINNIPEG

Study Abroad Information Session



November 7, 2011

Agenda

1. Overview of UW Exchange Programs & Application Processes (Jennifer Michaluk)
 - Frequently Asked Questions
 - Exchange Programs by Country
 - Application Process
 - Deadlines
 - Registration
 - Billing
 - Academic Credit and Grades
2. Bordeaux University, France (Dr. Liliane Rodriguez)
3. Bamberg University, Germany (Dr. Linda Dietrick)
4. The Korean Summer Exchange Experience (Ms. Ahrum (Liz) Choi)
5. Exchange students from the University of West Indies (Jennifer Drayton and Amanda Haynes)
6. Questions

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1. Frequently Asked Questions

How long can I study abroad?

This can vary from one month, to one semester, to as long as one year.

Who can participate in Exchange Program opportunities?

Students registered in any undergraduate program of studies at The University of Winnipeg and who meet the following criteria are eligible to participate:

- Completion of at least 30 credit hours of study at The University of Winnipeg
- Generally a minimum 3.0 GPA is required, but some exchanges may require a higher or allow for a lower GPA
- Language proficiency: you must possess adequate proficiency in the relevant language in order to undertake courses on an exchange of the language of instruction at the partner university is not English

Are there other study abroad opportunities besides those in the Exchange Programs?

Yes, there are endless study abroad opportunities available. Students wishing to attend another university that is not a part of The University of Winnipeg Exchange Program may apply for approval to do so in a Letter of Permission to Study (available through Admissions). Email je.michaluk@uwinnipeg.ca if you are interested in exploring this option.

What do I need to apply for an Exchange Program through UW?

A good academic record, an application form, three letters of reference recommending you to the exchange program, and a brief, personal, written statement are required.

When can I participate in an Exchange Program?

You CANNOT apply for an exchange program in your first year. However, you can apply for an exchange after completing a minimum of 30 credit hours of your program. During the exchange, you are still a student of The University of Winnipeg, and you will be expected to return, complete your studies here, and then graduate. Please be aware that different universities have varying semester periods throughout the year and may not be the same as those at The University of Winnipeg.

What language skills are required?

The language of instruction in some of our exchange partner institutions is English, however where this is not the case, a basic knowledge of the language used at the host institution is required. In all cases, you should have an understanding of the culture and be able to handle the linguistic demands of daily living and classes comfortably. Many foreign institutions are interested in attracting English-speaking students and may offer courses in English. Be sure to check the language of instruction at the institution you are interested in attending.

How do I finance my studies abroad?

The majority of exchange programs specify that students pay tuition for FIVE (5) full courses and related fees at The University of Winnipeg and pay no tuition at the host institution. You will also be responsible for other expenses such as health insurance, textbooks,

accommodations, and living expenses, except for the Bordeaux and Bamberg Exchange Programs. Some departments may offer small stipends, and you may apply for student loans to cover your expenses.

Because you will be registered as a UW student, you should be able to access Student Loans and Scholarships.

2. Exchange Programs by Country

The University of Winnipeg has ACTIVE exchange agreements in the following countries:

Country	University	Discipline/ Area of Study	Language of Institution	Study Period	UWinnipeg Contact
Australia	University of New England	Arts & Science	English	Feb.-July July-Nov.	Jennifer Michaluk
Brazil	Universidade de Sao Paulo		Portuguese	Feb.-June Aug.-Dec.	Jennifer Michaluk
	Universidade do Estado do Rio de Janeiro	Portuguese Language, Literature	Portuguese & English		Jennifer Michaluk
France	Universities de Bordeaux	Humanities	Primarily French	Oct.-Feb. Feb.-June Summer	Liliane Rodrigues, French Studies Dept.
Germany	Otto-Friedrich- Universitat Bamberg	Humanities	German	Oct.-Feb. Apr.-July	Linda Dietrick, German Studies Dept.
Korea	Yong In University	Arts & Science			Ahrum (Liz) Choi
	Chonnam University	Arts & Science			Ahrum (Liz) Choi
Mexico	Universidad de Leon		Spanish		Jennifer Michaluk
	Universidad del Valle de Atemajac	Humanities	Spanish	Aug.-Dec. Jan.-May June-July	Jennifer Michaluk
	Universidad Vasco de Quiroga		Spanish		Jennifer Michaluk
Peru	Pontificia Universidad Catolica del Peru		Spanish	Aug.-Dec. Jan.-May June-July	Jennifer Michaluk
Turkey	Istanbul Bilgi University	Arts & Science	English	Sept.-Jan. Feb.-June	Jennifer Michaluk
	Bogazici University				Jennifer Michaluk

USA	South Dakota State University	Arts & Science	English	Sept.-Dec. Jan.-April May-Aug.	Jennifer Michaluk
EU	Germany, Italy, UK	Urban Studies	English		Judith Harris, Urban Studies Dept.
Barbados	The University of the West Indies		English		Jennifer Michaluk

*Bordeaux Exchange includes provision for taking __ as a Second Language courses.

NB: Credit will be given for University of Winnipeg approved courses successfully completed at the partner institution. Credits are transferrable upon receipt of an official transcript from the partner institution. Grades will be determined based on equivalencies with The University of Winnipeg Grading System. Students should request a copy of the grade conversion scale prior to their departure.

3. Application Process

There is a two-part application process:

- I. Apply to the UW
- II. Once you are approved for an Exchange program, you must apply to the institution of your choice and adhere to all published deadlines.

4. Deadlines

The Deadline for FALL TERM and/or WINTER TERM exchanges is March 1st of each year (unless otherwise stated) and subject to change based on agreements with exchange universities. Students will be notified of the results in writing a few weeks after the deadline date and will be required to confirm in writing acceptance of their place in the Exchange Program and the corresponding terms of the program.

5. Registration

Students who participate in Exchange Programs are required to register at The University of Winnipeg for the terms of exchange study. Typically, **you will be required to enrol in, and pay for FIVE courses per term.** Students participating in an exchange at Bordeaux or Bamberg will be required to pay registration fees only. All students must make an appointment to register with Judy Tanner in Student Records prior to leaving Winnipeg.

6. Billing

Students will be required to **pay full tuition before leaving on an exchange program.** Refunds will be made upon return for students who did not enrol in five classes.

7. Academic Credit and Grades

Once approved for an Exchange Program, meet with a representative of your department to see if the courses you are interested in taking will be transferred back to your degree.

Note: It may not be possible to know how any courses you do while on an exchange will be transferred back to the UW prior to leaving. Upon your return, an official transcript, college calendar, and detailed course outline must be submitted to the Admissions Office for assessment. All credits will be evaluated and added to your transcript if approved. You will be awarded a grade of 'S' on all courses passed, with the exception of 'F' grades, which will show up on your transcript and will be reflected in your GPA.

8. Travel Documents

Passport

You can apply for your passport at **Passport Canada**, Suite 400, 433 Main Street, Winnipeg MB. See the Passport Canada website for further details at:
<http://www.passportcanada.gc.ca/index.aspx?lang=eng>.

Processing times vary depending on the time of year, so do not wait until the last minute to get a passport, especially if you will also need to obtain a Student Visa before you leave.

Make sure that your passport will not expire within 6 months of your RETURN to Canada, as some countries will not let you enter if your passport is within 6 months of expiring.

Visa

Most students will need a Student Visa (sometimes call a Residence Permit) in order to study in another country. In some cases you may also need an Entry Visa. Visa formats vary from a stamp or sticker in your passport to an official document with your photo on it.

Contact The Embassy/Consulate of the country to which you are travelling in order to obtain your visa. Check the website: 222.dfait-maeci.gc.ca/protocol/menu-en.asp to find the nearest Consulate or Embassy for your host country. It is important to determine the policy of the country to which you are travelling well before you leave since some countries require that you apply for your visa 6-9 weeks or more before you leave. Typically, you must obtain your Student Visa before you leave Canada and this almost always requires sending you actual passport along with your visa application, which means that you will not be able to leave Canada while your visa is being processed. Be sure to use a courier or registered mail.

You may need to have proof of finances and health insurance before you are allowed to apply for a student visa. Proof of finances will normally include your Letter of Acceptance from an exchange institution, including a tuition waiver (if applicable) as well as photocopies of your bank statements, etc.

Note: If you plan to travel after a study program, you may need to apply to several countries for entry Visas. This is usually done at the embassy in the country where you are based. You should take a few passport-sized photos in case they are needed for Visa applications. **Do not**

assume that you can enter any country just on the basis of your passport. Check out the requirements before you go!

International Student Identification Card (ISIC)

Pick up an International Student Identification Card (ISIC) from the UWSA office. It may entitle you to some discounts when traveling and is widely recognized as proof of studentship.

Youth Hostel Card

Consider buying a Youth Hostel Card if you are planning to travel while abroad. A 'YHC' will allow you to stay inexpensively in any countries that provide youth hostels. For more information, go to: http://www.iyhf.org/home_gb.html

9. Next Steps

Education Yourself

Familiarize yourself with all program-specific expectations; particularly academic objectives and policies, daily routines of program, required excursions, and free travel time; of the host university.

Foreign Affairs and International trade Canada have a site called the Centre for Intercultural Learning: <http://www.intercultures.ca/cil-cai/countryinsights-apercuspays-eng.asp> . You may find useful information about your exchange country.

Research your host country and other countries you will visit. Learn the local customs and laws.

The Lonely Planet and Rough Guide series are two resources for information about the local area and important or unusual laws. These provide information about the local area, point out important or unusual laws, and give safety and emergency response tips.

Pre-departure Orientations

International Admissions offers pre-departure orientation sessions each term for all UW students studying abroad. The session is **mandatory** and provides valuable information about safety and health issues, and pre-departure tips. Orientation dates and times will be emailed to you.

10. Travel Precautions

When travelling overseas, there are a few precautions you should take:

- Find out where to go and where not to go in your new environment.
- Ask other students and the advising staff about local conditions.
- Tell someone of your plans – where you are going and when you'll be back. This will make it easier to find you if there is an emergency or if you go missing.
- Don't call attention to yourself or make yourself stand out.

- Do not participate in demonstrations. Be wary if you notice a crowd gathering – events may turn violent without warning.

Use the following government website to check conditions in particular countries:
http://www.voyage.gc.ca/countries_pays/menu-eng.asp

Travel for Women

Treatment and views of women will vary depending on country. Be aware that what we consider harassment might not be considered so in another culture. There is a difference between being in physical danger and being annoyed, frustrated and angry. Become familiar with the customs of dress in the country you are visiting. Observe women in that culture and dress conservatively regardless of where you are.

Avoid travelling alone, if possible. Know your surroundings and carry a map. Plan your route ahead of time. When possible, ask directions from another woman. Project a confident attitude. Act like you know where you are going even when you don't. Be cautious about making eye contact, it may be considered an invitation. Don't walk with your head down. Be aware and alert.

International Travel

Do some comparison shopping before purchasing an airplane ticket. The earlier you plan your trip, the more choices you will have in terms of schedules and process. It is important to understand all restrictions on the ticket (e.g. ability to change departure dates) and identify any fees for changing a ticket after purchase.

Generally, passengers flying internationally should arrive at the airport no less than 2 hours before their flight and allow more time during peak travel times. Contact your airline directly for more details.

11. Packing

How much and what you pack will depend a great deal on the location and duration of your study abroad program. Check with your faculty director or program coordinator for specific requirements or needs for your program.

Things to consider when packing

- Limit your luggage. Most airlines allow two pieces of checked luggage and one carry-on.
- Pack lightly. Airlines usually restrict weight to 50 Lbs., and you must be able to handle your entire luggage by yourself. Be sure to verify the weight restrictions, this may vary based on airline.
- Pack comfortable and culturally appropriate clothing and shoes.
- Research the climate of your destination and pack accordingly. A waterproof jacket is a necessity wherever you go.
- Include a backpack or messenger bag that can be used for shorter trips – this can be packed and stored in a checked piece of luggage during your flight overseas.
- Avoid taking jewellery, items of value, or anything you do not want to lose.

- Take several travel packages of facial tissues – they will come in handy if you find a poorly-equipped toilet.
- Pack shampoo and other liquids that could spill in your luggage in Ziploc Baggies.
- Include adapter plugs and/or voltage converters for electrical appliances such as hairdryers and razors. Electrical service is not identical throughout the world.
- Wear a money belt while traveling for safekeeping of your passport, cash, credit cards, and other important documents.
- Carry a small first aid kit containing the following items: bandages, adhesive tape, gauze, sterile cleansers, antibacterial ointment, pain reliever/fever reducer, and diarrhea medicine.

In your carry-on luggage and money belt, OEA recommends that you pack the following items:

- Passport
- Visa/Residence Permit (if necessary for your country)
- Airline tickets or E-ticket confirmation number
- Cash (enough to get you through the first couple of days, but not so much that it would ruin your trip if you lost it.)
- Traveller's cheques
- Health Insurance Card
- Prescription medication in original packaging
- 1 change of clothes (in case your luggage is delayed)
- Camera
- Laptop computer

Note: Airlines limit the amount of liquids you can carry-on. Please check with your airline before your departure date. If you are travelling through the U.S., check www.tsa.gov for additional information.

Do not pack any items in your carry-on luggage which could be viewed as a weapon. Such items include, but are not limited to: aerosol cans, knives or picket knives, lighters, nail files, razors, and scissors.

Important Documents

We recommend that you make several photocopies of the following documents. Carry the originals in your carry-on, and a set of copies in your checked luggage, and leave a set of copies with your family or a friend who you can contact in an emergency. Scan documents so they are accessible to you and a family member/friend.

- Passport/Visas/Residence Permits
- Airline Ticket or E-ticket confirmation number
- ATM/Credit Cards (front and back)
- Traveller's cheques
- Health Insurance Card/Information
- Driver's License
- Prescriptions

Laptop Computers

- Determine if it is necessary or advisable to take your laptop.
- Make sure you pack an adapter for local electrical outlets.
- Check if your laptop has its own multi-voltage transformer/converter. (You may still need a plug adapter)
- Insure your laptop – they are highly attractive theft items. It may be covered under homeowners, rental, or certain travel insurance policies.
- Check the customs requirements for taking a laptop into the country.
- Travel with your computer as a carry-on.

Prescription Medication

- Take enough medication to last for the duration of your trip.
- Carry all medications in your carry-on luggage.
- Keep medications in original labelled containers with your name, your physician's name, and the generic name of the medication. It may be helpful to write a list of this information as well.
- Ask your pharmacist for a copy of the original prescriptions for all medications.
- Bring an extra pair of eye glasses and contact lenses as well as the prescriptions.

12. Health and Safety

General Safety Precautions

Prior to departure, attend all required orientations, and research your host country. Review the 'Before You Go' section of this government site:

http://voyage.gc.ca/preparation_information/menu-eng.asp

Download a copy of the federal government's brochure titled 'Well on Your Way, A Canadian's Guide to Health Travel Abroad' which can be found at http://voyage.gc.ca/publication/well-way_bon-depart-eng.asp

Immunizations

Keeping yourself in good health is of great importance when studying overseas. Before departure:

- Gather health information and find out what immunizations are required or recommended for your host country. The CDC in Atlanta has a comprehensive listing which can be found at: <http://wwwn.cdc.gov/travel/contentvaccinations.aspx>
- Consult your family physician or travel medicine clinic about immunizations.
- Schedule your appointment well in advance of your departure as it takes 2-4 weeks for some antibiotics to activate and some immunizations require multiple shots.

This is a list of travel medicine clinics in Manitoba. This listing does not imply that the Public Health Agency of Canada endorses the standard of practice for any of the travel medicine clinics listed.

Brandon RHA – Public Health Travel Health Services

A5-800 Rosser Ave.
Brandon, MB R7A 6N5
204.578.2521

Boundary Trails Health Centre – Public Health

Box 2000
Winkler, MB R6W 1H8
204.331.8959

NOR-MAN RHA Travel Health Program

1 North Ave.
Flin Flon, MB R8A 1V9
204.687.1350

Journeys Travel Clinic

Suite 102-326 Wardlaw Ave.
Winnipeg, MB R3L 0L6
204.982.9489

Portage la Prairie Public Health

25 Tupper St. North
Portage la Prairie, MB R1N 3K1
204.239.2438

Skylark Medical Clinic

264 Tache Ave.
Winnipeg, MB R2H 1Z9
204.453.9107

WRHA Travel Health & Tropical Medicine Services

490 Hargrave St.
Winnipeg, MB R3A 0X7
204.940.8747

Prescriptions

Please see Packing section.

Preparing for Medical Emergencies Abroad

While abroad, you may become sick or encounter a medical emergency, anything from getting a cold to a serious accident; you will have access, however, to good health care on your program.

You will be covered by HTH Insurance while abroad, and their resources can help you locate medical experts in your region.

The following are ways that you can prepare for medical problems before you leave:

- Research the medical conditions in your host country – what immunizations, if any, are required? Are there any special considerations such as extreme heat or cold?
- Think about any concerns you have about your physical and mental health, and make sure that you are comfortable with the decision to study abroad.
- You can speak with your doctor, or with a nurse practitioner at:

Klinik Student Health Services

The University of Winnipeg
MacNamara Hall North, 380 Spence Street
Room 14
204.786.9496

klunik@uwinnipeg.ca

- Take a First Aid Kit

- Visit the dentist and get a medical check-up before you leave; you may be able to avoid a serious condition while abroad.

13. Money & Credit Cards

How much money to take depends on your program length, destination, and personal spending habits. Here are some general recommendations in regards to money matters:

Safety with Money

No matter what type of money you take with you overseas, be careful. Use caution while using public transportation or in crowded areas where pick-pocketing may be prevalent. A money belt worn inside your clothing or a money pouch around your neck is often recommended for safekeeping your emergency card, credit cards, and traveller's cheques or cash.

How to Exchange Money

You can exchange cash and traveller's cheques overseas at banks, airports, railroad stations, large hotels, some tourist information centres, and travel agencies. Every time you exchange money, expect to pay a commission or fee. Typically, you will need your passport as your personal identification. As exchange rates fluctuate daily, try to keep up with current rates to get the most of your money. Always ask what the fee is to exchange money at a particular establishment. It is not possible to exchange coins.

Cash

It is helpful to carry some Canadian cash to exchange easily as needed. It is also advisable to obtain some foreign currency before departure to use for buses, taxis, telephone calls, meals, and tips upon arrival. Check with local banks to see if you can obtain foreign currency before you leave or order online. Personal cheques drawn from a Canadian bank account are virtually impossible to cash overseas due to the long amount of time it takes an overseas bank to clear the cheque.

Traveller's Cheques

Traveller's cheques are a safe way to carry cash overseas, as the cheques have a serial number and are replaced if stolen or lost. You can purchase traveller's cheques from a variety of internationally recognized sources such as CAA, American Express, and Visa.

Note: It may be difficult to exchange traveller's cheques depending on the country you are visiting.

American Express is popular due to its numerous overseas offices. Traveller's cheques can be obtained at most banks in Canada for a commission charge and can be purchased in various denominations and currencies. Traveller's cheques can be cashed at overseas banks, money exchange bureaus, or at the overseas office of the agency which issued the cheques.

ATM/Debit Cards

ATM cards with a Cirrus or Plus designation can often be used to obtain foreign currency from ATM machines abroad. Prior to departure, contact your bank and let them know that

you will be taking your card abroad. Check with them to see if it is possible to use your ATM in your host country, if there are any added fees for withdrawing money overseas, and to make sure your numerical PIN number will work abroad. CAUTION – Although ATM cards are very advantageous, sometimes ATM cards just don't work overseas or get 'eaten' by an ATM machine; make sure you have other ways of obtaining money. For more information on ATM machines worldwide, visit: www.visa.com or www.mastercard.com .

Credit Cards

Most major Canadian credit cards can be used worldwide and are extremely valuable in a financial emergency. You will be given the daily exchange rate on currency when using them. If you plan on doing additional travel, you may need a credit card to book hotels or hostels. It is highly advisable to obtain a major credit card before studying abroad. The most commonly accepted credit cards are Visa and MasterCard. Credit cards should be in your own name as given on your passport. Before you go abroad, contact your credit card company to let them know that you will be taking your card abroad. Be sure to record your credit card number and the information on your emergency card in a separate place in case your card is lost or stolen. Credit card use is rare in some countries outside of tourist areas.

Note: Using the cash advance option on credit cards may have a number of fees and interest charges. Consult your bank before using this option to be aware of charges.