

# Study & Intern in London

PROGRAM HANDBOOK 2019



LEARNING ABROAD CENTER

UNIVERSITY OF MINNESOTA

# Important Names & Addresses

## In the United States

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## Emergencies

In case of emergency, contact the Learning Abroad Center at 612.626.9000 at any time. If it is after business hours, a recording will give you a number to call. The Learning Abroad Center has someone on call to deal with emergencies and can contact the on-site director if needed. Once overseas, you should contact CAPA in case of an emergency.

## In the United Kingdom

Note: Please direct pre-departure questions to the Learning Abroad Center, not to the on-site staff.

CAPA The Global Education Network  
146 Cromwell Road London SW7 4EF  
England, United Kingdom

## Telephone Codes

To call the UK from the US, follow these dialing directions:

1. First dial 011, the US exit code.
2. Next dial 44, the country code for the U.K.
3. Then dial the phone number.

## Time Differences

London is six hours ahead of Minnesota (CentralTime). Note that due to daylight saving time, the time difference is five hours during certain points of the year.

## Program Health & Safety

Program health and safety information is available at [global.umn.edu/gosafe/index.html](http://global.umn.edu/gosafe/index.html).



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# Introduction

## Purpose of This Handbook

Before you leave the country, make sure that you have read and understood the information in your Confirmation Checklist, the Health & Safety Online Orientation (available in your confirmation checklist), and the information outlined in this handbook. These materials will guide you on a safe and successful learning abroad experience.

Valuable resources for your friends and family members can be found at [UMabroad.umn.edu/parents](http://UMabroad.umn.edu/parents). It discusses topics such as health and safety, program prices, logistics, and travel.

## Overview of the Program

The Study & Intern in London program provides you with the opportunity to experience the rich culture of London while studying a wide variety of subjects that cater to the specific needs of study abroad students. The multitude of internship options opens doors to the British professional lifestyle and connects you with the British public, while enhancing your training in your chosen field.

Attending courses with fellow participants and program excursions will give you ample opportunities to get to know one another and share many new and memorable experiences. Gaining confidence through the security of a group experience will enable you to venture out on your own to help ensure that your time abroad is everything you always wanted it to be.

Living in London provides a unique and exciting cultural experience for students. You will learn new traditions and new vocabulary, taste different foods, and master London's Tube. To prepare you for these inevitable changes in lifestyle, the following pages will give you an overview of life as a study abroad student in London. The London program staff provides excellent on-site support for participants, yet the ultimate success of this unique opportunity depends on your ability and commitment to make the most of the experience and to adjust effectively to the changes you will encounter.

The following information is intended to help prepare you for your upcoming experience by acquainting you with certain customs and aspects of life in the United Kingdom and London, which may not be familiar to you. It also addresses academic issues including the academic program overseas and considerations at your home institution in the US. Finally, it provides you with some important information about your housing. We recommend that you take this handbook with you to London. Keep in mind, however, that it offers only an overview of certain topics and is not comprehensive; consider reading other sources

of information about the United Kingdom and London in preparation for your stay.

You will find a recommended reading list in the appendix of this handbook, and you can check your local libraries for additional resources. Note that you will receive an extensive orientation and handbook in London at the onset of the program. The better prepared you are, the more quickly you will adjust to and function effectively in British society.

Study abroad requires independence and individual initiative. To encourage and guide you, the University of Minnesota Learning Abroad Center (LAC) provides a full range of services from preliminary program advising to assistance with re-entry.

As you read through this handbook, do not hesitate to contact the LAC or your local institutional study abroad advisor with any questions.

Cheers!

# Preparation & Planning

## Documents

### Passport

A valid passport is required to enter the United Kingdom. If you don't have a passport, you should apply for one right away. Passports can take 4–6 weeks to process, so it's important to begin this process early. More information is available at [UMabroad.umn.edu/students/travel/passports](http://UMabroad.umn.edu/students/travel/passports).

### Embassy Contact Information

Always keep your passport in a safe place. If your passport is lost or stolen, contact the local police, the American Consulate or Embassy, and the on-site staff. To identify the consulate or embassy nearest you, consult [usembassy.gov](http://usembassy.gov).

### Visa/Immigration Documents

Visa information for this program comes directly from CAPA. Please contact CAPA with questions.

### Non-US Passport Holders

Students who are not traveling under a US passport may have to follow different visa procedures in order to enter the United Kingdom. Contact CAPA for assistance in determining the correct visa process.

### Power of Attorney

We encourage you to consider designating someone as your Power of Attorney while you are abroad. Your Power of Attorney can act as your legal representative in a number of situations, including banking and tax issues. For more information, review the information at [UMabroad.umn.edu/students/policies/finances/powerofattorney](http://UMabroad.umn.edu/students/policies/finances/powerofattorney).

## Safekeeping Important Documents

Copy all of your important documents and store the copies separately from the originals. Leave an additional copy with someone in the US and keep an electronic copy in a secure location.

## Coordinated Group Flight

Participants will receive flight information and booking instructions from Village Travel, a local travel agency. Students from the Twin Cities area fly in a group; students from elsewhere join that group in either a US or European hub. Coordinated flight information will be available in mid-October for spring semester and in late April for fall semester/academic year.

### Purpose & Benefits of Village Travel

The LAC arranges an optional coordinated flight in consultation with Village Travel. This flight confirms the official arrival date and time. Village Travel will contact you directly when this information is available. Information, booking, and payment are handled directly by Village Travel. Consult Village Travel's website for information on the coordinated flight: [villageinc.com](http://villageinc.com).

The coordinated flight cost is designed to be competitive, but priority is placed on services such as routing, ticketing flexibility, and the ability to make group reservations and reserve specific travel dates. Travel can be arranged from any location in the US or internationally and every attempt will be made to connect with the coordinated flight. While you are not required to choose this group flight, it is designed to offer the option to travel in the comfort of other participants in the program.

If you make your own flight arrangements, select a round-trip flight that has a flexible return date, since most students change their return date. Flying standby is not allowed.

If you are not taking the coordinated flight, you are required to provide the LAC with a copy of your flight and train (if applicable) information by the date requested.

### Arriving Early

Students who arrive in country prior to the official start date will be responsible for their own housing.

Students are subject to United Kingdom Border Agency (UKBA) regulations regarding their immigration status and early arrivals. Student wishing to enter the country earlier than the dates for which their Tier 4 visa is valid must enter as a tourist, leave the British Isles, and then re-enter on their Tier 4 visa. If you wish to arrive in the UK early or stay beyond the program dates, please note that you will need to double-check the validity dates for your visa when you receive it, and you should contact your CAPA program adviser for further instructions at that point.

## Staying After the Program

Students with the Tier 4 visa are required to leave the UK within 7 days of the official program end date. Students who would like to stay in the UK longer are required to leave the British Isles and re-enter the UK as a tourist. This can be done within the same day, and staff in London will advise various ways for you to do this.

### Round-Trip Airline Tickets

Round-trip tickets are the best option, since many countries require travelers to purchase a round-trip ticket as part of the visa process. In addition, one-way tickets can be expensive.

## Packing

### Packing Principles

It is extremely important that you pack lightly because you will be carrying your luggage yourself during the trip, often for long stretches in airports and bus and train stations. Take only as much as you can carry easily by yourself. One way to measure what is easily carried is to pack everything you would like to take, pick it all up and walk around the block. If you are not comfortable doing so, you may want to re-evaluate what you've packed. Remember, you will want to leave room to bring back souvenirs.

### Clothing

Clothing styles are similar to the US but a bit more formal. Unlike in the US, wearing things like pajamas would be considered rather inappropriate. Jeans, T-shirts, dresses, skirts, etc. are all standard wear. You can refer to the packing guidelines at the end of the handbook.

You may have a required dress code for your internship; you will find out once you receive your placement.

### Laundry

All flats are equipped with a laundry unit to be shared among flatmates. Be aware that most dryers will not completely dry your clothing, so small loads are recommended. You will most likely have to air dry your clothing after the cycle is complete.

Students staying in homestays will have access to laundry facilities at home or through public laundromats.

### Converters and Adapters

The British system uses 220–240 volts, while the American system uses 110 volts. Converters and adapters, which transform the plugs and current of American-made appliances to correspond with the British system, are available at the LAC and most other travel or department stores.

If at all possible, avoid taking electric appliances such as hair dryers or shavers with you to Britain because these types of appliances have difficulty operating, even with adapters.

## Important Policies

Policies of the University of Minnesota and the Learning Abroad Center exist primarily for the protection and safety of LAC study abroad participants. The LAC expects all participants to read, understand, and adhere to the University of Minnesota and LAC policies, guidelines, and contractual documents. These include academic policies, finance and cancellation policies, health and safety policies, and student rights and responsibilities: [UMabroad.umn.edu/students/policies](http://UMabroad.umn.edu/students/policies).

### FERPA

Under Federal Family Education Rights and Privacy Act of 1974 (FERPA), Minnesota Government Data Practices Act, and University policy, college students are considered responsible adults and are allowed to determine who will receive information about them. As a result, the LAC does not share academic, personal, or financial information with a third party (including parents, spouse, guardians, etc.) without the student's written permission. As part of their application, all students designate two emergency contacts who will receive information only in the case of an emergency.

### Official Communications

Your UofM email address is the official means of communication. LAC messages will be sent to your UofM email address.

## Health, Wellness, & Safety

### Health

#### Health Information Form

The purpose of the form is to help CAPA and the University of Minnesota Learning Abroad Center (LAC) to assist you in preparing for your time abroad. It is critical to fully disclose any health conditions or accommodation needs you may have on the CAPA Health Information Form. If your condition changes after completing this form or you realize you forgot to fully disclose anything, contact the LAC and provide the updated information as soon as possible.

Timely disclosure allows the LAC to support your overseas experience effectively. The information provided will remain confidential and will be shared with program staff, faculty, or appropriate professionals only as pertinent to your own well-being.

For more information, visit: [UMabroad.umn.edu/students/healthsafety/healthinfo](http://UMabroad.umn.edu/students/healthsafety/healthinfo).

## Mandatory Health & Safety

### Online Orientation

The mandatory Learning Abroad Center Health & Safety Online Orientation contains important information on health precautions, taking prescriptions overseas, and the mandatory insurance policy in which you will be enrolled as a program participant. Refer to your online acceptance checklist for the link to this orientation information and contact the LAC with questions.

### Health Insurance

#### US Health Insurance

All students enrolled at the University of Minnesota are required to have US health insurance. This includes students registered for education abroad.

The travel, health, and security insurance coverage through CISI is specifically exempt from the requirements of the Affordable Care Act (ACA) and was not intended to and does not satisfy a person's obligation to secure minimum essential coverage beginning in 2014 under the ACA. The University encourages travelers to consult with their legal counsel or tax adviser for information on their obligations under the ACA.

For more details and specific process information for students with University of Minnesota Student Health Insurance through the Student Health Benefits Office, visit the LAC's US insurance webpage: [UMabroad.umn.edu/students/healthsafety/intlhealthinsurance/ushealthinsurancerequirement](http://UMabroad.umn.edu/students/healthsafety/intlhealthinsurance/ushealthinsurancerequirement).

#### CISI Insurance

In addition to your US health insurance, the University of Minnesota has contracted with Cultural Insurance Services International (CISI) to provide comprehensive international travel, health, and security insurance. This coverage is mandatory for all students and included in the program fee. You are covered by CISI only for the dates of the program and a few days to allow for travel to and from the US. If you plan to travel before or after your program, you should extend your CISI coverage or purchase your own insurance.

CISI does not include any preventive care, and individuals are advised to consult their medical providers for any checkups or preventive care prior to departure.

Your CISI card and insurance policy will be emailed directly to you. Carry the card with you at all times. If you have any questions or need additional information about CISI, visit the LAC's insurance webpage: [UMabroad.umn.edu/students/healthsafety/intlhealthinsurance](http://UMabroad.umn.edu/students/healthsafety/intlhealthinsurance).

### Medication Overseas

#### Prescriptions

Bring all necessary medication (including such items as birth control), for the entire term of your program, with you to your study abroad site and bring it in your *carry-on luggage only*. It is illegal to ship medication overseas and will be rejected at customs.



Consult with your LAC program contact if you would like to consult with CISI about obtaining any medication once abroad. Some medications, including those that are commonly available over the counter in the US, are controlled or banned substances abroad. The LAC, in consultation with CISI, will assist you in determining if you can travel with your medications or if alternative solutions must be explored.

## Vaccinations, Immunizations, & Travel Medicine

The LAC recommends that all students visit a travel clinic before their program abroad. Make an appointment as soon as possible so that you can get a scheduled appointment in time to complete any required and recommended immunization series. Many travel clinics often book far in advance (especially around the holidays), and some immunizations need to be started months in advance of your departure. For more information, visit: [UMabroad.umn.edu/students/healthsafety/preplanning](http://UMabroad.umn.edu/students/healthsafety/preplanning).

Review the Centers for Disease Control and Prevention ([cdc.gov/travel](http://cdc.gov/travel)) and US Department of State ([travel.state.gov](http://travel.state.gov)) websites for general vaccination, immunization, and other travel medical information for the countries you will visit. However, only a travel clinic will be able to make a recommendation tailored for your specific travel plans and health history.

## Wellness

### Wellness & Study Abroad

In addition to any medications and required vaccinations, it is important to plan proactively for how you will maintain healthy habits abroad, both mentally and physically. Consider the following guidelines for your time abroad:

- **Physical self-care:** Be physically active for 30–60 minutes daily, sleep enough to have energy through the day, spend at least an hour outdoors, and eat a balanced and moderate diet mostly of wholesome, minimally processed foods.
- **Emotional self-care:** Talk to your medical provider prior to departure about effective ways to cope with the stress than can arise from experiencing unfamiliar surroundings and lack of family and friend support, as well as to identify new ways of centering and embracing change and new experiences. This is a valuable lifelong skill.
- **Stress reduction practice:** Participate in at least one practice to quiet your mind and body. Examples include deep breathing, time in nature, prayer, journaling, sensory grounding, meditation, yoga, tai chi, qigong, progressive muscle relaxation, autogenic training, biofeedback, imagery work.
- **Hydration:** Be certain to drink sufficient water and nutritious fluids as your body adjusts to a new climate and daily rhythm.
- **Making adjustments:** Monitor your stress levels while abroad and adjust your daily routine (sleep patterns, exercise, food balance, hydration) to meet the needs of your new location.
- **Positive attitude:** Try to keep perspective on the challenges that you may encounter and work toward your long-term study abroad goals.
- **Support structures:** Identify who in country is available to provide support and guidance when you feel confused or challenged.
- **Finding resilience:** Keep in mind that it is important to recover and grow from adversity and navigate difficult challenges with awareness, intention, and skill. Seek out healthy connections to others, focus on balanced self-care, keep an open, engaged mind, and work to address manageable challenges with patience and intention.

The following website provides suggestions: [gloaled.us/peacecorps/maintaining-strong-mental-and-emotional-health.asp](http://gloaled.us/peacecorps/maintaining-strong-mental-and-emotional-health.asp)

## Mental Health

Learning abroad can be both fulfilling and challenging for all students and may present some additional challenges for those with mental health conditions. Even if you have no history of a mental health condition, it is possible that the impact of cultural adjustment or being in a foreign environment can influence your well-being.

The Health Information Form requires you to disclose any past and current mental health issues, family history of mental health, indications of mental health concerns, and current prescription medicines. It is imperative for LAC staff

to receive this information before you study abroad to best support you and provide reasonable accommodations.

Past or current treatment for psychiatric and mental health conditions does not preclude you from studying abroad. However, if a healthcare professional recommends no travel or travel under certain conditions that cannot be met at a certain study location, you may be encouraged to focus on your health first and postpone program participation until a later time.

The following steps for managing mental health are important, regardless of where you will be traveling:

- Meet with your mental health professional prior to departure to discuss learning abroad and its implications, your plan to manage your health while abroad, and access to alternative support networks.
- Discuss a realistic communication plan for your time abroad with your support networks (i.e., family and friends).
- Understand that ups and downs are normal during study abroad. Check in with yourself often and seek support if you are feeling more intense ups and downs than expected.
- Connect with an LAC staff member prior to departure to set up on-site care with a mental health care professional, if required.
- Plan to bring sufficient amounts of prescriptions with you for the entire duration of your program. Work with LAC staff to ensure you can safely bring all necessary prescriptions abroad.

### Resources for UofM Students

- Student Counseling Services ([counseling.umn.edu](http://counseling.umn.edu)) and Boynton Mental Health Clinic ([bhs.umn.edu/east-bank-clinic/mental-health-services.htm](http://bhs.umn.edu/east-bank-clinic/mental-health-services.htm)): Staff in both settings can inform you about treatment options and offer immediate crisis counseling if needed.
- Behavior Consultation Team (BCT) ([mentalhealth.umn.edu/facstaff/behavioral-consultation.html](http://mentalhealth.umn.edu/facstaff/behavioral-consultation.html)): If you are concerned about causing harm to yourself or others, call the University's BCT at 011.612.626.3030. For additional resources, visit [mentalhealth.umn.edu](http://mentalhealth.umn.edu).

## Safety

### Travel & Safety Considerations

#### State Department Travel website

Consult the United States State Department Country Information sheets, travel advisories and travel warnings at [travel.state.gov](http://travel.state.gov) for up-to-date information on travel precautions for the country where you will be studying or traveling.

### CDC Information

Review the Centers for Disease Control and Prevention ([cdc.gov/travel](http://cdc.gov/travel)) and US Department of State ([travel.state.gov](http://travel.state.gov)) websites for travel and safety information.

### Embassy STEP Registration

The LAC will register you with the Smart Traveler Enrollment Program (STEP), which makes your presence in the United Kingdom known to the US Department of State. Once you are enrolled in this program, you will receive the travel updates and information directly as they are issued. Please carefully review these messages and contact the LAC or on-site staff with questions. For more information, visit: [step.state.gov/step](http://step.state.gov/step).

In addition, the local embassy can be a source of assistance and information in the case of an emergency. Each of our programs has information about the local embassy, and you might even have an embassy visitor at your orientation. For more information, visit the Country Information sheet at [travel.state.gov](http://travel.state.gov) for the countries you will visit and study in.

In order to ensure that all official communication from the US Department of State is sent to the correct address while you are abroad, check your official contact information prior to departure. Visit [onestop.umn.edu](http://onestop.umn.edu) to verify that the information is correct. If your contact information changes, you must notify the LAC.

### Sexual Harassment & Sexual Assault

The University of Minnesota and Learning Abroad Center take the risk of sexual harassment and assault very seriously. This topic will be covered in orientations in more depth, and LAC staff and our colleagues on site are trained and prepared to provide support to victim survivors.

Anyone who experiences sexual harassment or sexual assault while abroad must deal with the stress of this unwanted event in a place and culture that is unfamiliar. Being away from the support and comfort of home can exacerbate feelings of hurt, confusion, anger, and loss of control. This is normal.

Do not tolerate behavior that feels threatening or disrespectful by staff in country, faculty members, or homestay family members. When in any doubt, consult with someone with whom you feel comfortable.

Report any incidents of sexual harassment or sexual assault to in-country or LAC staff so that we can help you understand your options and supports available. The Aurora Center is a fully confidential resource for all students on LAC programs, even if you don't normally attend the University of Minnesota.

For more information on resources, including the Aurora Center, visit: [global.umn.edu/travel/assault/index.html](http://global.umn.edu/travel/assault/index.html).

The University of Minnesota prohibits sexual harassment and retaliation. In compliance with Title IX, the LAC will work with the University's Title IX coordinator on any related

inquiries and complaints. For more information, please contact the LAC or visit [diversity.umn.edu/eoaa/titleix](https://diversity.umn.edu/eoaa/titleix).

## Alcohol & Drug Use

The University of Minnesota Code of Conduct and Code of Conduct for Education Abroad allow for responsible drinking if you are legally allowed to drink in your host country. Illegal, irresponsible drinking and/or misbehaving while drinking are violations of the University's policy.

The University of Minnesota has a no-tolerance approach to drug use while abroad. Students using drugs abroad may immediately be removed from the program at their own cost. You are subject to the laws of the host country while abroad, and penalties for foreigners using or possessing drugs abroad are often very strict.

For more information, visit: [UMabroad.umn.edu/students/healthsafety/alcoholdrugs](https://UMabroad.umn.edu/students/healthsafety/alcoholdrugs).

## Personal Safety

When you are traveling overseas, there are a number of precautions you should follow in order to travel safely. Consult the US State Department's resources and your orientation materials for up-to-date information on travel precautions for the country where you will be studying or traveling.

For more information on women travelers: [travel.state.gov/content/passports/english/go/Women.html](https://travel.state.gov/content/passports/english/go/Women.html)

For more information on students abroad: [travel.state.gov/content/studentsabroad/en.html](https://travel.state.gov/content/studentsabroad/en.html)

As with any major city, common sense will go a long way when it comes to safety in London. London is a metropolitan city with people from many different economic levels and cultures, and you should not assume that you are safe to travel without concern. Particularly students from smaller towns or who have lived in relatively safe neighborhoods in the US must adopt a much more cautious attitude. Don't travel alone at night and always be aware of your surroundings.

Unlike in the US, violent crime is not as frequent in the United Kingdom. Petty crime (specifically theft of wallets, purses, or cell phones) can be an issue, so always be aware of your personal belongings.

For more information on staying safe while abroad: [UMabroad.umn.edu/students/healthsafety/safetyabroad](https://UMabroad.umn.edu/students/healthsafety/safetyabroad).

## Emergency Procedures

All students are required to carry a cell phone for use in an emergency. On-site staff will contact you on your cell phone, and you will utilize your phone to contact on-site staff and/or emergency services. In a life-threatening emergency, please seek immediate emergency care; otherwise, please contact on-site staff for assistance and recommendations. On-site staff are trained and have resources available

to respond to all types of emergencies including, but not limited to, civil disturbance, natural disaster, illness or injury, hospitalization, robbery or pickpocketing, sexual assault/harassment, hate crimes, and mental health.

The LAC will utilize on-site resources as well as insurance and security resources, including CISI. See more details above on insurance.

For more information, visit: [UMabroad.umn.edu/students/healthsafety/emergency](https://UMabroad.umn.edu/students/healthsafety/emergency).

## Independent Travel

### Independent Travel Notification

You are encouraged to travel during official program break periods, over holidays, or after the program is completed. During the program, travel on the weekends should be limited to nearby locations to ensure that you are able to maintain good rest, health, and timely completion of all coursework. Students are not permitted to travel during the program dates, including on weekends or vacations, to countries currently under a US State Department Travel Warning. See [travel.state.gov](https://travel.state.gov) for the most up-to-date list.

Consult with the on-site staff, well in advance of your planned travel, to understand if there are other locations, beyond the Travel Warning locations, that you are not permitted to visit within your host country or region. These limitations are put in place for your safety and security and apply within the program dates. If you choose to visit a Travel Warning or other banned location before or after your program, you do so at your own risk.

All LAC program participants must notify the on-site staff of any independent travel that leaves the program location overnight. The required independent travel form is provided in the appendix of this handbook. Some sites will collect this form and others will have a slightly different way of collecting the same information, so refer to your on-site orientation for more specifics.

## Travel Restrictions

### During the Program

Students are not allowed to visit any country currently under a US Department of State Travel warning as a part of personal travel. Please visit [travel.state.gov/content/passports/english/alertswarnings.html](https://travel.state.gov/content/passports/english/alertswarnings.html) for up-to-date information about travel warning countries. If you have questions about travel restrictions, contact the LAC.

## Driving & Renting Vehicles Abroad

It is against University and Learning Abroad Center policy to drive or rent motor vehicles (including motor scooters or motorcycles) while a participant on any LAC program. These limitations extend from the start date to the end date of your program and are put in place for your safety and security. Traffic accidents are the leading cause of injury and death of students abroad.

## Arrival Logistics

### Arriving at the Program Site

Please contact the University of Minnesota Learning Abroad Center (LAC) to let us know your itinerary. If your flight is delayed, contact the LAC if you are in the United States, or CAPA if you are in the United Kingdom, so that we know your new arrival time and date. Directions to your housing will be sent out in the final email.

Upon arrival, you are responsible for making your way to housing accommodations. There is no pickup from the airport. Directions to the housing will be emailed to you about two weeks prior to the start of the program.

## Program Information

### Orientation in Country

You will attend a two-day orientation held at the CAPA London center. On the first day, you will discuss the specifics of living in the United Kingdom and on the second day, you'll learn about the internship and classes.

### Program Excursions

Cultural field trips in London, a full-day excursion to Bath and Stonehenge, plus your choice of an excursion to Stratford-upon-Avon, Oxford, or Brighton are included in the program fee. You can also take advantage of My Global City events, a calendar of events centered on key themes that provides students a tool to help personalize your experience in London.

### In-Country Staff

CAPA serves as the on-site program administration. They are responsible for housing and coordination of all excursions and can assist you with individual travel suggestions and daily routine questions. Academic concerns should be brought to the attention of CAPA staff.

Because CAPA serves the needs of all students who reside at their housing, it is important for students to take the initiative to solve minor questions and problems on their own. Part of a successful study abroad experience is the ability to tackle issues and discover solutions independently.

## Housing Considerations

Students live within commuting distance of the program center, either in homestays or in shared apartments. Since CAPA services the needs of several study abroad programs, you will be sharing facilities with students from other programs. Make sure to secure your valuables.

### Housing Options

Housing is arranged by CAPA and provided in comfortable, well-equipped apartments or homestays in central London.

Between 3 and 7 students share apartments, which include triple or double bedrooms and bathrooms. Meals are not included for students who choose this option, but each apartment has a full kitchen. All flats are equipped with laundry in unit to be shared among flatmates. Be aware that most dryers will not completely dry your clothing, so small loads are recommended. You will most likely have to air dry your clothing after the cycle is complete.

Students who choose the homestay option have a room to themselves. Breakfast and dinner are included during the week; you are responsible for lunch and meals on weekends.

### Notification of Placement

All students find out their housing placements and directions on how to get to their housing approximately two weeks prior to departure.

### Housing Concerns

Should there be any problems with your housing situation, inform the CAPA London staff immediately.

### Liability Insurance

Regardless of your housing arrangement, consider your insurance coverage and needs. Does your renter's or homeowner's insurance cover your items if they are lost or stolen abroad? You may also wish to buy additional insurance in case you accidentally damage your accommodations, since any damages will be yours to pay.

For more information, visit: [global.umn.edu/travel/insurance/outgoing.html#personal-tab](https://global.umn.edu/travel/insurance/outgoing.html#personal-tab).

## Visitors

### Program Housing

Students' personal guests (e.g. friends, family, etc.) are not allowed to stay overnight in program housing, including apartments, dorms, and homestays.

### During Program Period

Friends or relatives may visit during official program breaks or before or after the program, but not while classes are in session. Visits during this time interfere with your ability to focus on the program and host culture. Visitors are not allowed to stay with you in your official program housing.

# Academics

Students are responsible for understanding and adhering to the academic policies for study abroad as published on the University of Minnesota Learning Abroad Center (LAC)'s website: [UMabroad.umn.edu/students/policies/academic-policies](http://UMabroad.umn.edu/students/policies/academic-policies).

## Courses

### Overview of Program Courses

All academic program courses take place at CAPA's main office building. In London, CAPA's administrative staff has been involved in study abroad through academic development and support services for almost 20 years. The staff will work with the course instructors in coordinating and overseeing all the program's administrative issues.

Carlson School of Business students are excluded from this 12-credit exemption. All Carlson students are required to maintain a minimum of 12 credits. If you take 12 credits on the program, you must submit a Request For Reduced Credit Load form, available at [onestop.umn.edu/forms](http://onestop.umn.edu/forms). All students on the summer program must enroll in 6 credits. Upon completion of the program, all courses will appear on a University of Minnesota transcript and grades will count toward your overall GPA. A full course list can be found online: [UMabroad.umn.edu/programs/europe/london/academics/full-course-list](http://UMabroad.umn.edu/programs/europe/london/academics/full-course-list).

### Global Identity

***Global Identity: Connecting Your International Experience to Your Future***

This optional, one-credit course will provide opportunities for you to “make meaning” of your learning abroad experience and prepare you to communicate your intercultural competence to future employers, graduate schools, or law schools. As global connectivity becomes increasingly important, you are asked to think beyond the borders of your own perception and better understand the world based on the new ideas and experiences to which

you are exposed. Your ability to work in a multicultural setting and succeed in different cultural contexts is vital to your future. This course will help you apply these skills to your post-graduation plans.

For more information, visit: [UMabroad.umn.edu/students/academics/globalidentity](http://UMabroad.umn.edu/students/academics/globalidentity).

## Internships & Community Engagement

There are a wide variety of internships available in many fields. Placements cannot be guaranteed at a specific site, but most students who ask for a certain field will receive an internship within that field. An internship site is secured through an interview process and matching of interests, talents, and background. Participants complete and hand in an internship application prior to their departure. You cannot decide to sign up for an internship after arriving in London.

The internship coordinator will locate an internship in your general area of interest and provide support services on a continual basis throughout the semester. Upon arrival in London, you will attend a comprehensive orientation covering topics from the interview to dress and norms in the English workplace. There will also be an academic component.

You will attend class once a week as well as keep a journal and complete any additional course work. Past internships included placements in small businesses, corporations, art facilities, government agencies, brokerage houses, publishing companies, museums, radio stations, and many others. As stated, specific placements depend on the background and training, interests, and ability of students as well as their success during the interview process held during the first few days in London. The kinds of activities assigned during the workday will vary. Do not expect to be assigned to positions, which require significant training.

Community engagement is an academic experience with a strong educational philosophy that utilizes community service, community-based research, and other civic engagement activities along with regular reflection to meet course goals and community needs. You will be placed in groups of 2–4 students with non-governmental organizations and other community service organizations.

Unlike in an internship, where the focus may be on professional development, the primary focus of community engagement is to serve local communities and to develop the themes of the course while reflecting on the project goals in an academic setting. The community engagement placements and projects will meet needs identified by the community, as determined by the professor and the organization. You will benefit both personally and academically from this experience in terms of reciprocity and co-learning. While there may be opportunities to gain professional skills at the placement, the primary focus will always be on the communities being served.



## Registration

### Registration through the UofM

#### *University of Minnesota—Twin Cities Students*

Before registering, you should meet with your academic adviser(s) to discuss the courses you plan to take and complete the Academic Planning form. All University of Minnesota Twin Cities students will be responsible for registering themselves using the University of Minnesota online registration system. Prior to departure, you will receive an email with all the necessary information for registration. Do not look for your class number to appear on the class schedule on the MyU website. The numbers required for registration can only be obtained from the LAC. If you register for a course that is listed online, you have registered for the wrong course and may be subject to tuition charges. Complete your registration by the stated deadline in the registration instruction email from the LAC. Check online for holds or required registration approvals that would prevent you from registering for classes and clear them before the registration deadline. The LAC cannot remove holds on student accounts. Failure to complete registration may result in late registration fees and may delay or prevent financial aid disbursement. If you do not register for study abroad, your grades cannot be processed. Failure to register before departing for study abroad may result in no credit for your study abroad program.

#### *UMN System Students*

Students from the University of Minnesota—Morris, Crookston, Rochester, or Duluth will be set up as a multi-U student by their home campus. Please contact your study abroad office to verify that your multi-U status has been set up. You can then register as a UMTC student (see left).

#### *Non-University of Minnesota Students*

Students from other institutions will be registered by the Learning Abroad Center and do not need to register themselves through the MyU website.

### Maintaining Full-Time Status

Students are required to maintain full-time registration status as defined by their individual program throughout the duration of their study abroad program. Dropping or withdrawing from a class will not be allowed if it will bring a student below the required full-time enrollment.

### Post-Program Registration

While abroad, University of Minnesota students and most other students will need to register for classes for the following term on their home campus. You must make any necessary arrangements prior to departure so that you are able to register while overseas. In many cases, students are able to register online.

## Course Drop/Add/Withdrawal

### Course Changes

These must be made in consultation with the on-site staff and per the deadlines as outlined on the LAC's Academic Policies website.

CAPA has a one-week add/drop period in country. Students looking to add or drop a course after this period must consult with CAPA and the LAC.

### UMN 13-Credit Policy

University of Minnesota students are required to maintain a minimum enrollment of 13 credits per semester or maintain the minimum credit enrollment determined by their study abroad program, whichever is greater. For certain semester programs, 12 credits is considered a full-time course load.

## Academic Culture

### Teaching Styles

The British teaching style is different from what US students are accustomed to, yet most will find it a welcome change. You will also have guest speakers in many of your classes from time to time. British professors teach students, but all the students in your classes will be other US students participating in the program, mainly from State University of New York at Oswego, University of Massachusetts at Amherst, University of Pittsburgh, University of South Florida, and the University of Minnesota. Absences from class are not allowed except for valid reasons (illness or accident). Your grade will be affected if you have unexcused absences. You are there to experience another culture, but keep in mind that your main goal is to take classes.

While you are on a study abroad experience, the professor-student relationship can be quite different from the kind of relationship you may be used to in the US. You may find that your interpersonal relationships with your instructors vary depending on differences in cultural background and teaching style. If you have questions about a course, discuss your questions with the professor. If you need additional assistance, contact the CAPA staff.

Many students have expressed in their evaluations that they have had some of the very best teachers in their academic careers while studying abroad, citing the professor's passion for the field and extensive knowledge of the subject matter under discussion. However, any course demands student participation in order to be stimulating, and it is important that participants are actively engaged in class discussions and complete homework assignments.

### Academic Rigor

The program is designed to be academically rigorous, and it is each student's responsibility to maintain good study habits and complete assignments on time.

## Books & Materials

Books for the courses may be purchased once you are on site. The total cost for books and materials is estimated in the Cost of Participation: [UMabroad.umn.edu/programs/europe/london/fees](http://UMabroad.umn.edu/programs/europe/london/fees). You may borrow some books from the CAPA Library. If you are concerned about saving money on school supplies, bring them from home.

You will have access to library books at the local libraries. More information on use of the libraries will be provided once you are in London.

## Grades & Transcripts

Grades will be posted to the University of Minnesota transcript 6–8 weeks after the LAC has received them from the program. Grades will be converted into US equivalents, if necessary, prior to being posted on the University of Minnesota transcript. The LAC will provide one free transcript to the home institution of all non-University of Minnesota students. Additional transcripts can be ordered separately on the One Stop Student Services website: [onestop.umn.edu](http://onestop.umn.edu).

### Incompletes

Students are generally expected to complete all course requirements by the end of the term. In very rare circumstances, students can arrange an “Incomplete” in consultation with the instructor, the on-site staff, and the LAC, whereby the remaining work can be finished shortly after returning to the US.

### Grade Appeals

If you wish to question a grade issued for a particular course after the program is completed, you must provide evidence that the professor made an error in his/her grade calculation. The following are not reasonable grounds for grade appeal:

- Differences between US and host country educational systems
- Personal disappointment in the grade outcome
- Comparison with one’s own prior academic record/GPA
- Failure to complete one or more assignments
- Minimum grade requirement of college/department or home university
- Health concerns/missed classes

Consult with your program contact in the LAC if you believe an error has occurred and you wish to complete the Grade Petition Form.

## Student Grievances

Academic grievances are complaints brought by students regarding the provision of education and academic support services affecting their role as students. For grievances concerning University of Minnesota Learning Abroad Center or affiliated programs offered through the LAC, students should make inquiries and appeals to the appropriate University officials, in the following order: the program representative in the LAC, the Assistant Dean for Learning Abroad, the Student Conflict Resolution Center, and the Office of the General Counsel. For complaints concerning non-University of Minnesota programs, students should make appeals to the program sponsor.

## Living in the Host Country

### History Resources

Wales, Scotland, and Ireland were all originally independent kingdoms. English rule over Wales was established in 1282; the practice of naming the Crown Prince of England the Prince of Wales was instituted in 1301 in order to appease the Welsh. The union between the two nations was completed in 1536. England and Scotland were united under one crown in 1603 when James VI of Scotland became James I of England, succeeding his cousin, Elizabeth I. In 1707 England and Scotland took the common name of “Great Britain,” and the Union Jack became the national flag. Dissension between the English and Irish began in the 12th century, but the legislative union between Great Britain and Ireland was finally completed in 1801 under the name of the United Kingdom.

In 1921, the Anglo-Irish treaty established the Irish Free State, while the six northern and predominantly Protestant Irish counties remained a part of the United Kingdom. After years of colonialism and territory expansion, World War I drastically depleted British resources and undermined the United Kingdom’s ability to maintain its dominant role of the previous century. In 1926 the British Commonwealth of Nations was founded when Australia, Canada, and New Zealand gained complete independence, and in 1947 the United Kingdom began a withdrawal from its former colonies.

2016 brought extensive change to the United Kingdom. In summer 2016, the United Kingdom voted to leave the European Union and Theresa May replaced David Cameron as Prime Minister. In May 2016, Sadiq Khan was elected Mayor of London. Khan is the city’s first ethnic minority mayor and the first Muslim mayor of a major western capital.

## Geography & Climate

The United Kingdom of Great Britain, often referred to as “the UK,” includes England, Scotland, Wales, and Northern Ireland, and lies to the northwest of the rest of Europe, often called “the continent.” The English Channel, the Straits of Dover, and the North Sea separate it from the continent on the south and east. At the Channel’s narrowest point, England and France are only 22 miles apart. No point in England is more than 75 miles from the ocean.

England occupies the southeastern three-fifths of the island of Great Britain. Scotland lies to the north of England, and Wales joins it on the west. Northern Ireland lies across the Irish Sea to the west, sharing the island of Ireland with the Republic of Ireland.

Great Britain covers about 94,200 square miles (slightly less than the state of Oregon), while England itself has a land area of 50,871 square miles.

The highlands of England are part of Europe’s oldest mountain chain (called the Caledonian system), extending from the Lake District across Ireland, northern Wales and Scotland, and into Scandinavia.

Lowlands, rolling and broken by hills and low cliffs, are predominant landscape features in England. The Lowlands contain both agricultural land and a densely populated industrial region. The most heavily industrial regions are the plains of central England called the Midlands, the coal-bearing areas of the North, and the London area.

The climate in the United Kingdom is generally wet yet mild due to the prevailing southwesterly winds. High degrees of humidity often make it feel cooler or warmer than the indicated temperature. The weather is subject to frequent changes. Temperatures range from 30°F during the winter months to 80°F in the summer. It very seldom falls below 25°F during winter or reaches above 85°F in the summer.

### Average afternoon high temperatures

Temperature	Oct	Jan	Apr	July
°F	59	42	57	72
°C	15	6	14	22

You can find up-to-date weather at: [www.accuweather.com/en/gb/london/ec4a-2/weather-forecast/328328](http://www.accuweather.com/en/gb/london/ec4a-2/weather-forecast/328328).

## Language of the Country

Oscar Wilde reportedly once said, “The English have really everything in common with Americans except, of course, language.” Don’t arrive in the United Kingdom expecting to hear the same language you hear at home with the addition of a British accent. Not only do you have to learn to pronounce Gloucester as “Gloster” and Leicester as “Lester,” you’ll need to develop a whole new vocabulary as well. You “book a ticket,” buy “plasters” at a “chemist,” and put on a “jumper” when the weather gets cold. After you

master the basics of British English, prepare for a different dialect in each region of the country you visit.

## Food Considerations

### Meals

In homes or in restaurants in the United Kingdom, breakfast is usually served from 8:30–9:30 a.m., lunch from 12–2 p.m., tea from 3:30–5 p.m., and dinner from 7–8:30 p.m.

A “high tea” is similar to our lunch, including a variety of sandwiches and cakes. A cream tea refers to the serving of tea, scones, jam, and clotted cream. Tea is always served strong and milky, unless you request otherwise in advance.

Cooking facilities are available in the student housing. Students will buy and prepare their own food from local supermarkets. Student are responsible for purchasing their own food. An estimated budget can be found in the “Cost of Participation” on the Fees page: [UMabroad.umn.edu/programs/europe/london/fees](http://UMabroad.umn.edu/programs/europe/london/fees). More information about meals will be discussed at the CAPA orientation.

If you get tired of your own cooking or just want to splurge, you can find almost any kind of cuisine in London, from British shepherd’s pie to Indian and Pakistani curries. You will also find a variety of types and costs of restaurants including pubs, cafes, sandwich shops, and fish-n-chips shops. Well worth the price is a Sunday afternoon “high tea” at one of the older traditional hotels or at Fortnum and Mason.

Eating inexpensively is possible, but it takes some time and effort to find restaurant bargains or your local market. You shouldn’t leave the United Kingdom, however, without trying fish and chips, and the traditional ploughman’s lunch at your local pub. Also be sure to sample some of the spicier offerings from London’s multi-ethnic population—an Indian meal should not be missed!



When eating in a restaurant or using taxis or other services for which a tip is customary, the standard tip is 10-15% of the total amount, but tipping is not expected the same way it is in the United States. Some restaurants may automatically add this service charge so be sure to read the bill carefully or check for signs in the restaurant to avoid over tipping.

## Safe Food & Water

Food and water safety standards are similar to the US, so take the same precautions that you would at home.

## Dating Apps

Be cautious when considering online dating applications or other venues for meeting people. This is particularly important when seeking to meet new people because there are different cultural norms and values that surround relationships of all kinds. What might be considered a casual drink or meal with a person of interest can have a much more significant meaning in a different cultural context. Online dating applications can carry different connotations or serve different purposes than they do in the United States. It is important to remember that it is very difficult for you to safely determine who might be genuinely interested in you and who has ulterior motives (such as stealing your passport or money, or seeking a visa to the US). Given the significant cultural differences between the US and countries abroad, the Learning Abroad Center strongly encourages students to prioritize their academics and be mindful to seek out cultural experiences that are safe, such as through homestays, local staff, and program activities.

## Living in London

London is now the largest city in Europe, sprawling over more than 600 square miles. However, it began as a collection of small towns and villages that gradually merged into one huge metropolitan area. London is much less intimidating if you familiarize yourself with the city by neighborhoods.

The possibilities of what to do and see in London and elsewhere can be overwhelming. By planning ahead, you can budget both your time and money to see and do the things that are the most important to you. For more information on London, visit the official tourism website: [www.visitlondon.com](http://www.visitlondon.com).

## Transportation

Within London, you can travel on the public systems of buses, trains, and the underground. You will receive a transportation pass, called the Oyster card, for your entire stay in London. The Oyster card will cover zones 1–3. It can be used on the buses, tubes, and over ground trains.

Your Oyster card is included in your program fee. These cards are expensive to replace and, if lost or stolen, you will be responsible for any fees associated with obtaining a new one.

## Entertainment

“...when a man is tired of London, he is tired of life; for there is in London all that life can afford.”

–Samuel Johnson

Needless to say, in between your coursework and internships, you will never be bored living in London. London’s theatres are among the world’s best. Seats are available at a wide variety of prices. Rush tickets are the best deal. To get rush tickets, visit the theater the morning of the day you want to see the performance and wait in line for the box office to open. The first tickets of the day are sold at drastically discounted prices (usually for between 5 and 15 pounds). However, rush tickets are limited, so be sure to arrive at the theater at least half an hour early. For some West End hits, lines begin forming two hours early. The second-best option is standby tickets. By showing up about an hour before show time, you can wait in the standby line. Just before curtain, they begin to sell the no-show and unsold seats (best seats first) at a greatly reduced price. The price will vary according to the type of seat you get, but they will likely be reduced at least 50%. There is a booth in Leicester Square that sells discounted tickets the day of a performance for the West End Theatre, the Barbican, and the National Theatre. The London Theatre Guide, available in London, will be your best resource for the latest theatre shows and prices. To find out what is playing in the cinemas as well as the theatre, consult two weekly publications with comprehensive information: *Time-Out* and *City Limits*.

Musically, London accommodates all its listeners, from its tastefully executed classical music to the “new” and upcoming sounds (the first punk record was recorded in London).

London offers a wide variety of participatory sports. Swimming, riding, and snooker (similar to pool) are just a few of the more popular ones. Spectator sports include soccer, rugby, and cricket.

## Communication

### Email & Internet

Free Internet and computer access is available at the CAPA facilities, although it is limited and the computer lab is small. CAPA, most classrooms, and both housing facilities have wireless access throughout. If you choose to bring your laptop, you can connect wirelessly in many places through London; however, you may find that free Wi-Fi hotspots are less common in Europe than in the US. Most students who own laptops will bring them to London, but a laptop is not required. Internet cafes are available throughout London for sending and receiving email and web browsing.

Note that broadband Internet in the UK is much more limited than it is in the US. Do not use the Internet at CAPA or at your housing for downloading or streaming large files.

## Social Media

Not all countries share the same laws about freedom of expression that we have in the US. Keep in mind that derogatory comments, especially on social media, can result in legal claims and have extended legal implications even after you have returned to the United States.

## Phones

London is six hours ahead of the United States (CST). International and local calls can be placed from public phones using a phone card, which can be purchased from a post office, newsagent, chemist, or grocery store. Phone cards are purchased in units, with 10 units equaling one pound. You may also use a local calling card. Check with your phone company for dialing procedures. Calls made to the US from the UK or Europe using a US calling card tend to be the most expensive calling option.

The London program requires all students to purchase and carry cell phones with a UK number while on the program. This is not only a good safety precaution, it also facilitates communication between students and program staff. London on-site program staff will help you select and obtain cell phones and service contracts. The cost of the cell phones is included in the program's budget estimate. The service contract or minutes that are purchased by students not included in the budget estimate.

Many students will bring their cellphones from the US and keep them in airplane mode to avoid roaming fees while abroad. Note that most cell phones can connect to Wi-Fi while in airplane mode, so you can use Internet while avoiding roaming fees. Simply activate both settings. You may also purchase a local SIM card so you have a British phone number. We do not recommend that you buy an international plan because there are less expensive ways to stay in contact with home, such as FaceTime, WhatsApp, and Skype.

## Mail

Airmail between the United States and the United Kingdom takes 7–14 days. Surface mail takes 6–8 weeks. You can receive mail at the CAPA office. Your mailing address is:

CAPA The Global Education Network  
c/o [STUDENT NAME]  
146 Cromwell Road  
London SW7 4EF  
ENGLAND

## Money Matters

### Credit Cards

A credit card is a good resource for emergency situations and for obtaining cash advances, including cash for emergency situations, as long as you have a personal PIN. It is important to know your PIN in both letters and numbers. Please note that some ATMs require that the card have a metal "chip" visible on the front for added security. Many US credit cards now have this chip, but it is wise to ask your credit card company whether they can issue you a "chip credit card" if you do not yet have one.

Keep in mind that you may incur fees for using your credit card abroad. Be sure to notify your bank and credit card company that you will be traveling abroad for the semester/summer. If you do not, they may assume your foreign transactions are fraudulent and may deny further transactions.

### Financial Planning

Keep in mind that London is more expensive than most US cities. It's important that you budget your money prior to departure and stick to that budget. It is not unheard of for students to arrive in London and spend their money so quickly and carelessly that they exhaust all of their funds within the first month, requiring them to take out extra private loans in order to buy food for the remainder of the program. Plan ahead and budget wisely so you don't find yourself in such a situation.

A great tool to get clear understanding of the cost of living is [expatistan.com](http://expatistan.com). Expatistan provides up-to-the-minute costs and comparisons of items in two different cities. We suggest that you take some time to compare both London and Minneapolis-St. Paul or another American metropolitan area to see the differences for yourself.



## Extracurricular Activities

On the semester program, you will receive a social membership to the University of London Imperial College student union, allowing access to a restaurant, pub, library, recreation rooms, and more than 100 clubs.

## Tips from Students

- “Get involved with as much as possible, you never know where the experience will take you or the people you will meet.”
- “Staying at home or spending time with people in your classes from the US may be comfortable but everyone should branch out!”
- “Be sure to plan ahead as to what you want to spend your money on, whether it is traveling or going to see West End shows.”
- “Not everyone has the opportunity to have this experience, so make the most of it and be sure not to forget to put it on your résumé.”
- “If you are ever concerned with communicating with your family back home, Facebook is great for that as well as using apps such as WhatsApp or Viber where you can text and call for free.”
- “This might be the only time in your life that you get to live abroad, so make sure to spend some time getting to know London rather than leaving every weekend.”
- “Taking the coordinated flight is a great way to meet students on the program before you arrive.”

## Social & Cultural Adjustments

As a foreigner in the United Kingdom, you will need to take the initiative to meet people. Just as you have established a circle of friends in the US, the British also have established friends and habits. Don't be afraid to start a conversation and pursue contact in order to meet new people.

On-site staff will try to help ease the transition to life in the United Kingdom by planning social and educational events for all the residents to enjoy. Guest lectures and seminars, which embrace topics relevant to British life and culture, will take place in the residence.

## Student Identity

### Race & Ethnicity

You may wish to consult the resources available at the University of Minnesota Learning Abroad Center (LAC) related to students of color and learning abroad. For more information, visit: [UMabroad.umn.edu/students/identity](https://umabroad.umn.edu/students/identity).

### Gender

Generally, the UK is safe for women and it is suggested that female travelers take the same precautions they would take for any major city in the developed world.

### Sexual Orientation

Attitudes toward sexuality vary greatly from country to country. Some cultures are open about homosexuality, and strong gay communities exist in many cities. However, some cultures and peoples are intolerant of different sexual preferences, and strict taboos or laws against such relationships may exist. As a result, it is important to disclose to the program staff either through the program housing form or by contacting the LAC program staff directly for guidance. For more information, visit: [UMabroad.umn.edu/students/identity](https://umabroad.umn.edu/students/identity).

### Disabilities

Many of the disability accommodations or services that are provided at US universities may be different or unavailable overseas. Being in a new environment can also be stressful, and accommodations that you may not have needed at home may become necessary in an unfamiliar setting. Participants with any kind of disability, whether hidden or visible, should contact the LAC in advance to discuss their particular needs. For more information, visit: [UMabroad.umn.edu/students/identity](https://umabroad.umn.edu/students/identity).

# Cultural Adjustment

## The On-Site Experience

What happens when you suddenly lose clues and symbols that orient you to situations in everyday life? What happens when facial expressions, gestures, and words are unfamiliar? The psychological discomfort and adjustment period in a foreign country is commonly known as culture shock or cultural adjustment.

You will almost certainly experience some form of culture shock. It might hit you after two days, two weeks, or two months—timing varies widely for different people. Six common phases of cultural adjustment are listed below. These may be out of order for you, one phase may last longer than another, or you may skip a step entirely.

**Initial Fascination:** On arrival, your surroundings seem glamorous and exotic. You feel like the focus of attention and activity.

**Initial Culture Shock:** The initial fascination and euphoria fade as you settle in and you enter an emotional decline.

**Surface Adjustment:** After the initial “down” (a few days to a few weeks for most), you begin to truly adjust and settle into your surroundings. Language skills begin to improve, and you’ll feel less fatigued. Often you’ll be forming a small group of friends at this stage as well.

**Feelings of Isolation:** Difficulties in your new culture seem to stubbornly remain and you grow frustrated with the

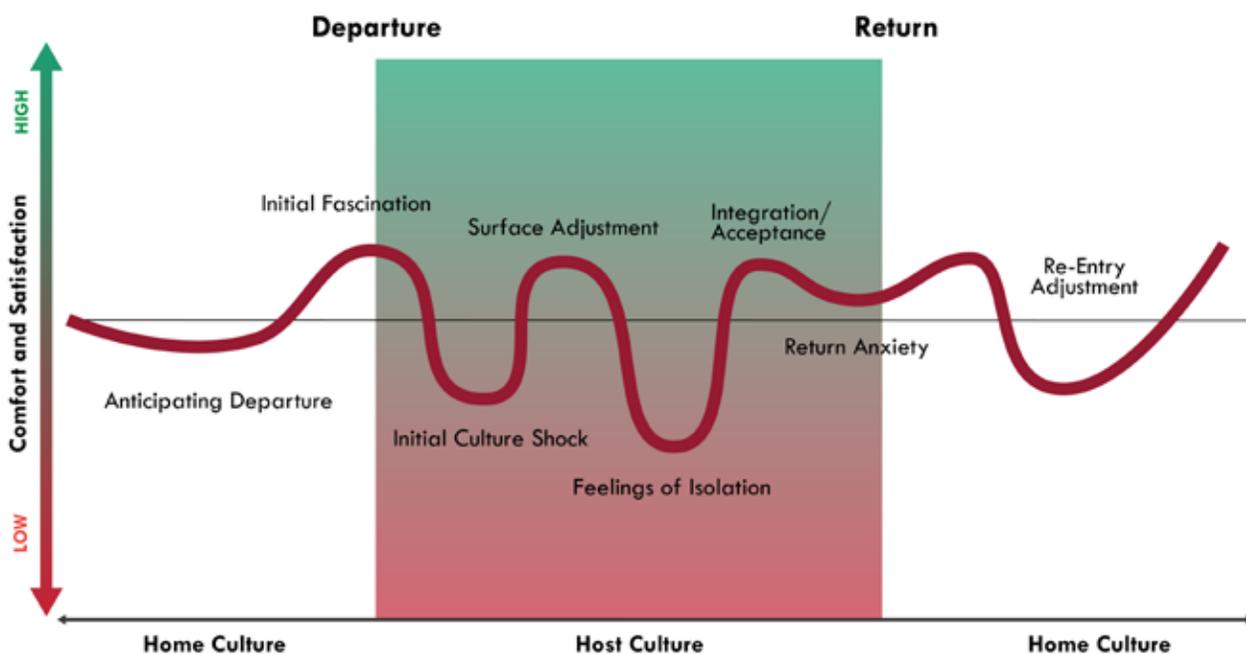
process. A sense of isolation sets in. Boredom and a lack of motivation often follow. Unresolved personal issues often surface during this stage.

**Integration/Acceptance:** After continued effort you find yourself more at ease with language, friends, and professional and academic interests. The culture you are living in is more easily examined. Differences between yourself and the society you live in become understandable and you come to accept both the situation and yourself in it, allowing you to relax and feel at home.

**Return Anxiety:** Just when you feel at home in the new country it’s time to go. Thoughts of leaving new friends raise anxiety similar to those felt before departure. You sense that you’ve changed as a person, and apprehension grows when you think about people at home who may not understand your new feelings and insights, yet you may feel guilty for wanting to stay.

When in any of the above phases, you may experience changes in sleeping habits, feelings of helplessness or hopelessness, loneliness, depression, unexplainable crying, placing blame for difficulties on the program or host culture, homesickness, getting angry easily, increase in physical ailments or pain, compulsive eating, or lack of appetite.

Other symptoms may manifest themselves as well. It is important to understand these are part of a normal process of adjustment; however, if uncomfortable feelings persist for extended periods or seem unbearable, seek assistance from your program’s on-site support staff.



Adjusted from Oberg (1960) and Gullahorn (1963)

Cultural Adjustment Curve

## Looking Ahead

### Career Information

#### Linking Undergraduate International Experience to Your Future Career

Learning abroad can help you develop and enhance intercultural competencies that are appealing to potential employers and graduate schools. Think about your academic and career goals before, during, and after your experience abroad. For more information, visit: [UMabroad.umn.edu/students/career-info](http://UMabroad.umn.edu/students/career-info).

### Re-Entry

Students often find that it is just as difficult, if not more difficult, to readjust to life in the US after studying abroad. You may find that your perspectives have changed significantly and that you may not connect with friends and family in the same way you did before going abroad. The LAC offers a variety of resources and opportunities to help you readjust to life in the US. For more information, visit: [UMabroad.umn.edu/students/process/reentry](http://UMabroad.umn.edu/students/process/reentry).

## Appendix

### Packing List

- One week's worth of underwear and socks
- 1–2 pairs of nylons (for women)
- 2 sweaters
- 5–7 blouses/shirts
- 2 pair of jeans or khakis
- Sweatpants
- 1 pair of pajamas
- Comfortable walking shoes
- 1 pair of dress shoes
- Jacket for cool weather
- Raincoat
- Scarf and hat
- Sun hat
- Security pouch (for important documents)
- Camera, memory card, and batteries
- Adapter and converter
- Toothpaste/toothbrush
- Deodorant

#### For Internships

- Dress shirt (men)
- Tie (men)
- Skirt
- Suit (men and women)
- Copy of your résumé

You will find London to be quite “hip,” so consider dressing up a bit when going out in the evening to restaurants or clubs.



# Social Media Hashtag Guidelines

## Basic guidelines

- Keep hashtags on topic, always related to the post
- Place hashtags at the end of the post
- Always add a geotag based on the photo location
- Capitalize multiword hashtags for clarity

## Number of hashtags to use

- Facebook: 0
- Twitter: 1–2
- Instagram: 9–11

## Required hashtags

- #UMabroad
- #UMNProud
- (NOT #UMNabroad)

## Recommended hashtags

- #communityengagement
- #globalseminar
- #goglobal
- #internabroad
- #internationaldevelopment
- #lifeonthemove
- #studyabroad
- #studyabroadlife
- #theworldasaclassroom
- #workreadyworldready

## Program-specific usernames

- @accentflorence
- @accentrome
- @alc.fes.alif
- @capalondon
- @capasydney
- @cemanahuac
- @fogaargentina
- @fomtoledo
- @idsithailand
- @warawarc

## Program-specific hashtags

- #LACFSA
- #MSIDEcuador
- #MSIDKenya
- #MSIDSenegal
- #MSIDThailand

This form must be completed for all independent travel as indicated by the release and waiver you signed prior to participation (<https://gps.umn.edu/registration/release/245>). Failure to complete in full and submit prior to departure will be grounds for review and sanctions as outlined in the Policy on Student Conduct in Education Abroad Opportunities ([UMabroad.umn.edu/assets/files/PDFs/policies/rightsResponsibilities/studentConduct.pdf](https://UMabroad.umn.edu/assets/files/PDFs/policies/rightsResponsibilities/studentConduct.pdf)).

**Note:**

1. Students are not allowed to travel to a country under a US State Department Travel Warning or one not recognized by the US government (e.g., North Korea) without prior approval. A copy of the suspension committee approval is required with this form.
2. Independent travel should not interfere with academic work, classes, or events. On-site staff has the authority to deny travel due to such conflicts.
3. Failure to return on time may be subject to dismissal. Travel with your program contact details and keep the staff updated on any changes to your plans.

**Complete one form per student, per trip.**

Student name: \_\_\_\_\_ Cell phone (if applicable): \_\_\_\_\_

Proposed destination(s): \_\_\_\_\_

Departure date: \_\_\_\_\_ Return date: \_\_\_\_\_

US emergency contact name, email, and phone number: \_\_\_\_\_

Contact information while traveling (below):

Dates at this location	City	Name of hotel or host	Phone number	Email address

**Additional information:**

**Signatures**

\_\_\_\_\_  
Student Signature \_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized On-Site Staff Signature \_\_\_\_\_  
Date

Note to on-site staff: The form must be signed and dated by both the student and the authorized on-site staff person prior to travel and kept on file for the duration of program period.