CGIS: AsianLan 203 in Nanjing, China

Handbook Supplement

Summer 2016

University of Michigan
Center for Global and Intercultural Study
Congratulations on your acceptance into the University of Michigan AsianLan 203 in Nanjing program for Spring 2015. This program is specifically designed for students interested in completing the final two courses of their University Chinese language requirement while expanding their knowledge of the culture of China.

This manual is intended to provide students with an introduction; with information about what you can expect from the program (and about what the program expects from you) as well as pre-departure suggestions and requirements. Please read through it carefully and take it with you while abroad.

PRE-DEPARTURE TRAVEL INFORMATION

BASIC PROGRAM CALENDAR

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tbody>
<tr>
<td>Saturday, May 7, 2015</td>
<td>Arrival Day, Move into homestay</td>
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<tr>
<td>Sunday, May 8</td>
<td>Welcome Meal and Orientation</td>
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<tr>
<td>Monday, May 9</td>
<td>Classes Begin</td>
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<tr>
<td>Friday-Sunday, May 20-22</td>
<td>Excursion to Shanghai</td>
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<tr>
<td>Thursday, June 9</td>
<td>Dragon Boat Festival (national holiday)</td>
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<tr>
<td>Friday-Sunday, July 1-3</td>
<td>Excursion to Mt. Mogan</td>
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<tr>
<td>Thursday, July 14</td>
<td>Farewell Dinner</td>
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<tr>
<td>Friday, July 15</td>
<td>Program Ends; last night with homestay family</td>
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<tr>
<td>Saturday, July 16</td>
<td>Departure Day</td>
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MAKING TRAVEL ARRANGEMENTS

Students often wish to travel before or after the program, so there is no group flight and CGIS does not make travel arrangements. You are expected to arrive on **Saturday, May 7, 2016**.

ARRIVAL IN NANJING

CGIS will communicate to you a suggested scheduled time frame during which you should plan to arrive at the Nanjing Lukou Airport. If you arrive during the scheduled timeframe, program staff will be available to meet you at the airport.

You should plan to **arrive before 3pm on May 7** at Nanjing Lukou International Airport. CIEE staff will meet you at the airport to take you to the study center. Your host family will be waiting for you at the study center and will be able to take you to your host home from there. You will have dinner with your host family that night. It is important that you arrive according to this schedule because you may have trouble getting picked up and getting to your host family after that point.

In the event your flight is delayed, please contact your host family and Yanfei-- also email me (enellis@umich.edu). If you do not get through to Yanfei, please contact Jun. If you are unable to reach Yanfei or Jun please contact the U-M Department of Public Safety 734-763-1131. If you please contact the U-M Department of Public Safety 734-763-1131, they will then route you to the emergency contact in CGIS.
If you miss your flight or it is delayed, do your best to make the 3pm deadline for arrival. If we do not hear from you or you do not make the meeting times, we will assume you missed your flight and you will be responsible for getting yourself to your homestay. But again, call CIEE staff first to see how they can help. For directions to your please see your host family contact information provided to you.

Here is the link to the Nanjing Lukou International Airport to map out your arrival:

ON-SITE ORIENTATION

You will have an onsite orientation on May 8, to get acclimated to the city, tour the program center, and review health and safety procedures. You are expected to arrive in time to participate in the full orientation.

DEPARTURE FROM NANJING

The last night with your homestay family will be July 15, 2015; you must depart on July 16, 2015. No permission to leave earlier is granted. You may schedule your departure for anytime on July 16th keeping in mind that you will no longer have accommodations for that night and you may not be able to leave your luggage at your host family home through the day.

ACADEMIC PROGRAM

Running ten weeks, program offers students the opportunity to receive 10 credits in AsianLan 203 while living and taking classes in Nanjing, China. The Summer 2016 course will be taught by Qian Liu, Chinese Language Lecturer for Asian Languages and Cultures.

The program is not affiliated with a university in China, but does work with an on-site company called CIEE, which has a program center located near the campus of Nanjing University in the city center. CIEE provides assistance with pre-departure materials and visa application instructions, coordinates homestay families, program activities, and excursions, and also provides assistance and support in emergency situations.

The credits and grades earned on this program will appear on your official U-M transcript.

Please Note: Students are required to attend all class meetings and the final exam at the scheduled time; students may not miss scheduled class meetings or reschedule their exam unless in the case of an emergency.

COURSE REGISTRATION

Before departure, you will register for AsianLan 203.610 in the U-M Spring term.

COURSE MATERIALS

Books required for AsianLan 203 will be sent to you by your program instructor.

You will be responsible for purchasing your course books prior to departure and bringing them with you. Sending your books to China is NOT recommended.
MANAGING YOUR MONEY

It is important that your supply of money is secure and accessible from the beginning of your stay. We recommend that you have a variety of ways of receiving available money. Please see your CIEE materials for more information.

FEES AND BILLING

Program Fee: What Is Included

You will be charged U-M tuition, at appropriate resident/non-resident upper-/lower-division rate, plus a CGIS Program Fee. For more information on tuition costs, please refer to your Budget Sheet. Both will be billed through U-M Student Financial Services (your U-M student account) and be due according to the regular billing cycle of the University: http://www.finance.umich.edu/finops/student/billing/duedates

The Program Fee includes housing, 2 meals per day with your host family, program excursions, cultural activities, on-site support services, orientation, and international health insurance.

Expenses NOT covered by the Program Fee include air fare and ground transportation from your U.S. departure point to China and back; textbooks; accommodations before and after the beginning of the program; meals not provided with your host family; cost of personal trips and phone calls; other personal items such as toiletries.

VISA

Non U.S. Citizens should refer to the website of the Chinese Consulate in your home country to research whether a visa is required; if so, you will be responsible to research the requirements and apply.

U.S. Citizens are required to obtain a study visa in order to participate on the program.

The CGIS office does not arrange the visa application for you, nor is the CGIS office responsible in the event that you cannot obtain your visa; it will be your responsibility to research the requirements and apply.

Our program partner, CIEE, will provide visa application instructions, as well as necessary admissions documents.

INTERNATIONAL HEALTH INSURANCE COVERAGE

All University of Michigan students will be covered by U-M’s health insurance policy with HTH Worldwide for your program dates. CGIS will automatically enroll you in the plan and the cost is included in your Program Fee. Details of your plan can be found in the CGIS General Handbook, and the following websites:

http://www.uhs.umich.edu/tai

www.hthstudents.com

If you plan to travel before or after the program, we strongly urge you to begin the coverage earlier or extend the coverage the plan provides; information about how to do so can be found on the CGIS website: http://lsa.umich.edu/cgis/students/health-and-safety/hth-health-insurance.html.
PACKING

Please see your CIEE materials for specific packing information. You can also find general packing advice on the CGIS website.

LIVING IN NANJING: HOST FAMILY

During your stay, you will be housed with a local Chinese family. Upon admission to the program, you will complete a homestay family information form, where you can indicate any preferences or restrictions you may have.

ACADEMIC FACILITIES

Your course will be taught at the CIEE Study Center in Nanjing which is operated in conjunction with Nanjing University and the Institute for International Students. The CIEE Study Center office is located on campus in the city center. You will have access to the library, computer labs, and other facilities at Nanjing University.

TELEPHONES

You are required to have a cell phone on the program, so that program staff may contact you in the event of an emergency. Please see your CIEE Materials for more information.

SAFETY

Please see your CIEE materials for specific information. General safety information will also be presented to you at your CGIS program orientation.

RESOURCES

Please see your CIEE materials for suggested pre-departure reading.

CONTACT INFORMATION

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Ann Arbor, MI 48109-1003
Phone: 734-764-4311; Fax: 734-764-3229

Cristina Zamarron, Intercultural Programs Advisor
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Email: cezamarr@umich.edu
Emergencies:

Contact your local program/on-site staff immediately if you are the victim of crime or need emergency assistance. Please also contact the University of Michigan to let us know of the situation as soon as you are able. The University of Michigan Department of Public Safety has a 24 hour number which is (734) 763-1131. They will then contact the necessary on-campus offices, including CGIS, to respond to your situation. You may provide this same 24 hour number to your parents should they experience an emergency and need to get a hold of you while you are abroad and are unable to contact you directly. To contact HTH Worldwide in the event of an emergency, call 1-800-257-4823 or globalhealth@hthworldwide.com.