CGIS: Russian Language Studies in St. Petersburg, Russia

Academic Year, Fall or Winter 2016-2017

Student Program Supplement

University of Michigan
Center for Global and Intercultural Study (CGIS)
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Congratulations on your participation in the CGIS: Russian Language Studies in St. Petersburg program. The information in these pages explains how the program will work for you as a U-M student and should be read in conjunction with CIEE’s enrollment materials and *Russian Language Program Handbook*, available on the CIEE online application system. Please take this information with you when you go abroad. The CGIS Student Program Supplement will also be available electronically in the *Documents* section of your MCompass application.

**PROGRAM OVERVIEW**

As a U-M student at CIEE St. Petersburg, you will take courses organized specifically for program participants. Students must take courses in Russian grammar, phonetics, and conversation as well as two electives. All courses are taught in Russian and your fellow students are other participants in the CIEE Russian Language Program.

More detailed information on courses, program dates, arrival and on-site orientation is available at the CIEE website: https://www.ciee.org/study-abroad/russia/st-petersburg/russian-language/

Also, students need to check their CIEE online resources to obtain the latest updates and details on their program dates.

Course enrollments, housing, and on-site orientation will be handled by CIEE, while you are responsible for making travel arrangements.

At the same time you are participating at the CIEE program in St. Petersburg, you will be registered at U-M as a full-time student in the appropriate STDABRD course for 15 credits per term for Fall and/or Winter term. Please refer to your CGIS General Handbook for the correct STDABRD course number for your U-M registration. This will serve as a place holder until we receive your transcript after you complete your program.

LSA students will earn in-residence credit for your work in the St. Petersburg program and grades will be taken from the CIEE transcripts without conversion. The grades will be calculated into your U-M GPA.

Non-LSA students must check with their college or school to determine its policy on CGIS program credits and GPA.

The comprehensive CIEE student manual contains useful information about how to handle money while in Russia, what to pack (and what to leave at home), and what you can expect while studying at and living in St. Petersburg. Please read it carefully and be certain to take it along with the CGIS Program Supplement with you when you travel.

**FEES AND BILLING**

Although students are registered at U-M while participating in the program, tuition, housing, and other fees are set by CIEE. An administrative fee of $900/term ($1200/year) and the CIEE program fees will be billed to the students account by U-M Student Financial Services. Please see program budget sheet on the MCompass brochure page for more information: https://mcompass.umich.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=10294

Other financial information is provided by CIEE; please be sure to read that information carefully.
WHO TAKES CARE OF WHAT

CIEE is responsible for acceptance decisions, academic arrangements, on-site orientation, and housing. The CGIS assists students in preparing to go abroad, provides support services while abroad, and processes academic results from study at CIEE for U-M academic records. Each student is responsible for obtaining a passport, applying for a visa (with CIEE’s help), making the travel reservations, and paying program fees to the U-M.

VISA

IMPORTANT-PLEASE READ: Obtaining a visa and following the correct procedure is ultimately the responsibility of each student who is applying. CIEE will try to provide assistance in the process, but the Russian Embassy makes the final decisions regarding the issuance of the visa and whether or not you have followed the proper procedure. You are encouraged to read the general guidelines that have been provided to you by CIEE and to carefully review the official Embassy site to be certain you are following the procedures and requirements that the Russian government has given to applicants. CGIS is not responsible if the information differs from the Russian Embassy requirements. Generally, CIEE will work with a visa agency to assist students obtain their visa, and will provide more information regarding the process to all participants via the student online checklist.

CONTACT AND VISITING INFORMATION FOR AMERICAN CITIZENS

There is a Consulate General of the United States in St. Petersburg, Russia. Please visit their website for information on the services they provide for American Citizens: http://stpetersburg.usconsulate.gov/

U.S. Consulate General
American Citizen Services
15 Furshtatskaya Street
St. Petersburg 191028, Russia
Non Emergency Tel. +7 (812) 331-2600
Fax: +7 (812) 331-2646
E-mail: StPetersburgACS@state.gov

Emergency telephone (24 hours): +7 (812) 331-2600
Web: http://stpetersburg.usconsulate.gov/service.html

Please visit their website to see when they are open and other contact information: http://stpetersburg.usconsulate.gov/questions-working-hours-fees.html

Before going to the consulate or embassy, you may want to call ahead to check office hours devoted to providing services to U.S. citizens, usually limited to two or three hours a day. Don’t forget to take your passport with you when you go.

Students are encouraged to register their travel with the U.S. Embassy. Here is a link where you can read about the online registration that is available: https://step.state.gov/step/
CONTACT INFORMATION

CIEE OFFICE IN ST. PETERSBURG

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Administrative matters and program advising: Sarah Pauling, Intercultural Programs Advisor
Email: spauling@umich.edu

EMERGENCY
In the event of an emergency on-site, immediately call local emergency services. You should know your local address and the 911 equivalent number in your host country and carry that number with you at all times.

Contact your local program director/on-site staff immediately if you are the victim of crime or need emergency assistance. Please also contact the University of Michigan Department of Public Safety, which has the following 24 hour number: (734) 763-1131. They will then contact the necessary on-campus offices, including the Center for Global and Intercultural Study, 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 GeoBlue in the event of an emergency or regarding insurance questions call 1.800.257.4823 or collect +1.610.254.8771 or globalhealth@hthworldwide.com