CGIS: Psychology and Research
In Madrid, Spain

Student Handbook Supplement

Spring 2018

University of Michigan
Center for Global and Intercultural Study
Congratulations on your admission to the University of Michigan/University of Minnesota program in Madrid, Spain! A very exciting and rewarding experience awaits you--one that surely will be among the most formative and memorable of your life. This handbook supplement is intended to complement the materials provided to you by the University of Minnesota’s Learning Abroad Center (LAC), and provide you with U-M-specific information about the program.

ACADEMIC ARRANGEMENTS

COURSE REGISTRATION

As a U-M student participating in the Madrid program, you will remain registered at U-M, and at the same time be enrolled in classes through Minnesota.

You will need to register for the STDABRD course for Spring term (6 credits) on Wolverine Access: STDABRD 311.

This is the only course you will be registered for while you are away, and it serves as a “placeholder,” maintaining your status as a fully-enrolled student at U-M. If you do not register for the appropriate terms by your normal U-M registration deadlines, you will be charged late registration fees by U-M.

COURSE CREDITS

Summer students earn 6 credits over 7 weeks in the spring/summer, working through the University of Minnesota and the prestigious Fundación Ortega-Maraño in Madrid. Students in the “research” track conduct faculty supervised, hands-on research projects as well as participating in one 3-credit academic course. Students in the “courses only” track will instead take two 3-credit courses. Both tracks will add up to 6 credits total.

“Introduction to Biological Psychology” is currently approved as an equivalent to Psychology 230 by the U-M Psychology department. However, the process is not automatic—students still must communicate with their major advisor (preferably both before and after the program) that they would like the course to count as an equivalent.

These credits will be posted to your UM transcript without conversion.

**LSA students** will receive in-residence credit for your work abroad and courses, credits, and grades will all appear on your U-M transcript at the end of the program, and grades **will** factor into your overall U-M GPA.

**Non-LSA students** should contact their home schools to learn what type of credit (in-residence versus transfer credit) you will receive for your work on the program. Courses, credits, and grades will all appear on your U-M transcript at the end of the program; please contact your home school to determine if the grades will factor into your overall U-M GPA.

While in Madrid, you will be subject to the same academic requirements as all other participants. U-M requires all CGIS students participate in the projects to which they were accepted in their initial application stage.

PASS/FAIL

CGIS students may elect to take courses on the program on a pass/fail basis. E-mail the Pass/Fail form to your CGIS Advisor within 2 weeks of the start of the program. You can find the form in the “Documents” section of your MCompass application.
IMPORTANT DATES

For detailed information about program dates, please see the Minnesota website and the materials provided for you upon admittance into the program.

The calendar is set by Minnesota’s Learning Abroad Center, and they will provide you with information about mandatory arrival dates and beginning/end dates of program. Minnesota requires students arrive on or before the start date of the program and remain until after their last scheduled day. Late arrivals or early departures are not permitted. As a U-M student participating in the program, you will be subject to these same requirements.

HOUSING

The LAC will arrange housing for students in the program. Students have the option to live with homestay families or live at the Colegio Mayor Santa María del Estudiante with local students.

For many students, living with a family is a highlight during their time abroad. Many students make lifelong ties to their families and, through them, can meet other Spaniards. When you live with a Spanish host family, you will have a first-hand look at Spanish culture and society and will be immersed in the Spanish language. Typically, host families live in apartments, as single family houses are not as common in Europe as in the US.

In the Colegio Mayor Santa María del Estudiante, you will have the option to share a room with another student or have a room to yourself. There are additional fees for each of these options. The rooms include a wardrobe, desk, chair, bookcase, cable, and WiFi. At the residence hall, there are study rooms, a cafeteria, fitness area, swimming pool, leisure/activity room, access to laundry facilities, and weekly maid service. This option offers convenience and flexibility to come and go as you please.

TRAVEL ARRANGEMENTS

Minnesota’s Learning Abroad Center arranges an optional coordinated flight in consultation with Village Travel, a local travel agency. Group flight information will be available by the program application deadline, if not before. The program staff or homestay families will meet this flight at the airport. Information, booking, and payment are handled directly by Village Travel. Consult Village Travel’s website for information on the coordinated flight. If you make your own flight arrangements, you are required to provide the LAC with a copy of your flight itinerary. Select a roundtrip flight that has a flexible return date, since most students change their return date. Flying standby is not allowed.

CELL PHONES

A working cell phone is required for this program.

Many US cellular phone companies provide international roaming options, so you can keep your same number and contact your friends and family just as if you were home. However this is expensive for your calls and texts to/from Spanish phones so contact your provider for full details. Students may instead choose to purchase a local phone. An “unlocked” phone can also be utilized to purchase a local plan.
MEDICAL COVERAGE FOR UNIVERSITY OF MICHIGAN STUDENTS: INSURANCE

All University of Michigan students will be automatically enrolled in the mandatory GeoBlue Worldwide health insurance through U-M. For details of your coverage, please refer to the UHS website: http://www.uhs.umich.edu/tai/, and the GeoBlue website: https://www.geobluestudents.com/

VISA

IMPORTANT-PLEASE READ: Obtaining a visa and following the correct procedure is ultimately the responsibility of each student who is applying. Minnesota may be able to provide assistance in the process, but the Spanish Consulates make the final decisions regarding the issuance of the visa and whether or not you have followed the proper procedure. You are encouraged to carefully review the official Consulate website (relevant to you) to be certain you are following the procedures and requirements that the Spanish government has given to applicants. CGIS is not responsible if the following information differs from the Spanish Consulate requirements.

NON-U.S. CITIZENS

Please contact the Spanish embassy in your home country to ascertain whether a student visa is required for your citizenship.

U.S. CITIZENS

U.S. citizens participating in the Summer Psychology and Research program are not required to acquire a visa if they will be in the country for under 3 months.

FEES AND BILLING

Arcadia will bill U-M for program fees, and the charge will show up on your Wolverine Access account in addition to the $450 CGIS administrative fee. This will occur according to regular U-M billing dates: http://www.finance.umich.edu/finops/student/billing

WHO TAKES CARE OF WHAT

Minnesota’s Learning Abroad Center (LAC) is responsible for acceptance decisions, all academic arrangements, on-site orientation, and housing. CGIS assists students in preparing to go abroad, provides support services while they are abroad, and processes the academic results from Minnesota coursework for the students’ U-M records. Each student is responsible for obtaining a passport, obtaining a visa, for making the travel reservations, and for paying program fees. The LAC online materials contain other useful information about travel abroad, and about the Minnesota program specifically.
CONTACT INFORMATION

LEARNING ABROAD CENTER

Learning Abroad Center
University of Minnesota
230 Heller Hall
27119th Ave South
Minneapolis, MN 55455-0430
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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 GeoBlue Worldwide in the event of an emergency, call 1-800-257-4823 or globalhealth@geo-blue.com.