CGIS: Budapest Semesters in Mathematics in Budapest, Hungary

Student Handbook Supplement

Summer 2018
Fall 2018
Winter 2019

University of Michigan
Center for Global and Intercultural Study
Congratulations on your admission to the BSM program in Budapest, Hungary! 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 Budapest Semesters in Mathematics program, and provide you with U-M-specific information about your experience.

ACADEMIC ARRANGEMENTS

COURSE REGISTRATION

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

You will need to register for the STDABRD course on Wolverine Access: **STDABRD 330**. Summer term students will register for about 6 credits; semester students will register for 15 credits.

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 UM.

COURSE CREDITS

Students work with BSM instructors in small, English-taught classes focused on problem-solving, student creativity, and group learning.

*Summer* students normally take 2 courses for 6 total credits; classes meet two hours per day, four days a week.

*Semester* students must take a minimum of 12 credits. Classes meet two to three times per week (56 contact hours per semester).

**NOTE:** each BSM course counts for 3 UM credits, so calculate accordingly. The “normal” course load is four classes for Fall/Winter semesters, but courses are available according to the Hungarian standard: once a student is accepted to the program, final course load responsibility rests with the student. Students are free to take up to 18 credits in Fall/Winter and 9 credits in Summer if they believe they can handle the workload.

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 Hungary, you will be subject to the same academic requirements as all other participants.
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 3 weeks (Fall/Winter) or 2 weeks (Summer) of the start of the class. You can find the form in the “Documents” section of your MCompass application. Please be mindful of any specific consequences to your academic plan if you take a course pass/fail; discuss any areas of uncertainty with your academic advisor.

IMPORTANT DATES

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

The calendar is set by the BSM program, and they will provide you with information about mandatory arrival dates and beginning/end dates of program. BSM requires students to 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 UM student participating in the program, you will be subject to these same requirements.

HOUSING

BSM will arrange housing for students in the program. Housing assignments are given upon arrival in Budapest. Specific questions on housing can be directed to Anna Foti, student coordinator, at afoti@bsmath.hu.

Rents are payable in Budapest, usually on a monthly basis. Most rents will be payable within a week of your arrival, often including a security deposit equal to approximately one month’s rent. Please be aware that Hungarian customs and laws governing rental properties vary from apartment to apartment and vary greatly from laws in North America. Do not sign any lease agreements until you fully understand and are comfortable with the terms. The landlord should be willing to give you a few days grace period in which to do so. The on-site BSM office will assist you if necessary.

TRAVEL ARRANGEMENTS

Neither CGIS nor BSM makes travel arrangements, and all students are responsible for making their own flight arrangements. BSM has a recommended travel agent at Bursch Travel, Inc: troyr@burschtravel.com. However, students are not required to book through any agency.

A BSM representative will meet students upon arrival at the airport or rail station. Therefore, it is vital that the office in Budapest is informed ahead of time; please fill out their online travel form as soon as your plans are made (this is in addition to the MCompass travel itinerary).

CELL PHONES

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. Contact your provider for full pricing and details. Students may instead choose to purchase a local phone.
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. 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 Hungarian government has given to applicants. CGIS is not responsible if the following information differs from the Hungarian governmental requirements.

NON-U.S. CITIZENS

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

U.S. CITIZENS

Fall/Winter students: Students living in Budapest for over 90 days will be required to obtain a residence permit upon arrival in Budapest. BSM organizes lodging for you while in Budapest; as there can be last minute changes, the exact address will only be known at the time of your arrival. If the immigration officer at the border asks for your lodging information, please provide “Budapest Semesters in Mathematics, Bethlen Gábor tér 2, Budapest, 1071 Hungary” as your address.

Summer students: Students living in Budapest for under 90 days will not be required to obtain a residence permit.

FEES AND BILLING

The BSM program will bill students directly for program fees. The only cost billed to students’ U-M account is the $900 CGIS Administrative Fee (or $450 for Summer), which will be billed according to regular U-M billing dates: http://www.finance.umich.edu/finops/student/billing/duedates

WHO TAKES CARE OF WHAT

BSM 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 BSM coursework for the students’ U-M records. Each student is responsible for obtaining a passport, obtaining a visa if necessary, for making the travel reservations, and for paying program fees to CGIS and the BSM program. The BSM online materials contain useful information about how to handle money while in Hungary, what to pack (and what to leave at home) and what you can expect while studying in Budapest.
CONTACT INFORMATION

OFFICE IN BUDAPEST

Budapest Semesters in Mathematics
Bethlen Gábor tér 2
Budapest, 1071
Hungary
Phone (from US): 011-36-1-413-3038
Phone (from Hungary): 413-3038

BUDAPEST SEMESTERS NORTH AMERICAN OFFICE

Budapest Semesters, St. Olaf College
1520 St. Olaf Avenue
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Sarah Pauling, Senior Intercultural Programs Advisor
Phone: 734-764-4311
E-mail: spauling@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 GeoBlue in the event of an emergency, call 1-800-257-4823 or globalhealth@geo-blue.com.