

Taipei, Taiwan

University of Michigan

Student Handbook Supplement

Academic Year 2008-09

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Congratulations on your participation in the University of Michigan's program at National Chengchi University, Taiwan, Taipei. The information in these pages, explains how the program will work for you as a UM student and should be read in conjunction with CIEE's enrollment materials, which can be downloaded at www.ciee.org . Please take this information with you when you go abroad, along with the OIP General Study Abroad Manual, distributed at the general orientation meeting (or available at the OIP Office).

PROGRAM OVERVIEW

As a UM student at CIEE Taiwan, you will take courses organized specifically for CIEE students. Course enrollments, housing, and on-site orientation will all be handled by CIEE, while you will be responsible for making travel arrangements. At the same time that you are enrolled at CIEE, you will be registered at UM and thus will earn in-residence credit for your work at CIEE (see below under Academic arrangements). Any financial aid you receive from UM may be applied toward the costs of the program, as can most UM-awarded scholarships.

IMPORTANT DATES

At the beginning of each semester, CIEE organizes a mandatory orientation for newly arrived students. For the Winter 2008 semester, the arrival date is February 20 and the orientation also begins that day at noon. You must arrive in Taipei and clear Customs/get baggage in time to arrive at the university by noon.

At the orientation, you will learn about academic policies, the services offered, and other useful information. It is also a good time to meet fellow CIEE students.

Classes will begin in early March and continue through early June. Here again, CIEE will confirm the exact dates so that you can make your travel arrangements (this information is on their website.)

ACADEMIC ARRANGEMENTS

As a UM student participating in an OIP program, you will be enrolled at UM at the same time that you are taking classes at CIEE. You need to register for **12 credits of STDABRD 360, section 001** before you leave Ann Arbor. This is the only course you will be registered for while you are away, and it serves as a "place holder," maintaining your status as a fully-enrolled student at UM. Like at home on the UM campus, enrolling in more than 18 UM credits per semester will result in additional charges assessed by UM when the classes and credits are reported to UM after each semester.

When you arrive at CIEE Taiwan, you will need to enroll for classes there. It is important that you have met with a UM concentration and/or general advisor prior to arriving at CIEE. You will want to discuss with the advisor the courses you plan to take and how they will count toward your concentration. (If you are planning to satisfy general LSA requirements with CIEE courses, you should discuss this with a general advisor.) Information about CIEE classes can be found on their website: www.ciee.org . If, for some reason, your final choices differ from what you had originally discussed with your UM advisor, contact the UM advisor and review with him/her your new selections. (It is useful to cc the OIP on these e-mail messages, as it will then become part of your OIP file and can be referred to when you return.)

UM requires all students studying abroad be enrolled for a full load of classes at their host university. At CIEE, students take 16 semester credits, including an 8-credit intensive Chinese language class, a 1-credit language practicum, a 4-credit language elective, and a 3-credit core seminar on Taiwanese culture and society. If you plan to take any courses on a pass/fail basis, notify the OIP, via email or using the pass/fail form available through the OIP Download Center, by the deadlines stated on the form. For pass/fail guidelines, please review the academic policy guidelines in the LSA Bulletin, as these apply to study abroad as well. It can be found on-line at: www.lsa.umich.edu/lsa/cg/bulletin/chap4/

Once you have completed your semester, CIEE will provide the OIP with a transcript of your work there and the OIP in turn will update your UM academic record. The actual courses, credits, and grades will be part of your UM record, with exact course credits replacing the 12 “place-holder” credits you registered for before going abroad. **These grades will be factored into to your UM GPA.**

HOUSING

CIEE will arrange housing in a university residence hall. The cost of the housing is included in the program fee you pay to CIEE. Students live on-campus with three Taiwanese roommates. Each room houses 4 students, and has a bed, desk, and small closet space for each person. Air conditioning is available, and paid for by use of a special debit card. Each floor of the residence hall has communal bathrooms, a tv lounge, and shared study space. The dorms are single sex, and opposite-sex visitors are **not** permitted in the dorms.

TRAVEL TO TAIPEI

OIP does not make travel arrangements for students, and all students should make their own flight reservations. Students should plan to arrive at the Chiang Kai Shek Airport in Taipei on the date specified by CIEE. Study Center staff will arrange for pick-up at the airport for students arriving on that specific date, and between certain hours. If you will be arriving earlier, or not meeting the staff at the airport, proceed directly to the Study Center. CIEE provides instructions on how to get to the Center in their final mailing. *Late arrivals are not permitted.

CIEE will handle travel arrangements for program-sponsored excursions. Students will need to take care of any independent travel themselves.

VISA

Students are responsible for their own visa applications. See the instructions in the Taiwan program enrollment documents on CIEE’s website.

HEALTH ISSUES

For information about recommended vaccinations and health measures for East Asia, consult the Centers for Disease Control website: www.cdc.gov/travel/eastasia.htm

INSURANCE

Beginning in January 2008, all University of Michigan students participating in an OIP study abroad program will be covered by HTH Worldwide health insurance while abroad. The new program is reasonably priced, covers a wide range of conditions and events, and eliminates the need to insure that your own health insurance will provide sufficient international coverage. Coverage under this plan is required, and the OIP will be responsible for enrolling students in the program. Costs of the coverage will be posted directly to your UM student account. If you wish to be covered for a longer period (e.g., if you plan to travel before or after the program), you may elect to enroll for additional days, at your own expense, directly on the HTH Worldwide website. Additional information about this process will be available later this semester.

HTH Worldwide will soon have a website that will provide full information about the insurance program and its benefits. We anticipate the website will be www.hthstudents.com.

SOME COVERAGE BENEFITS

- Students will have access to a website of HTH certified English-speaking physicians in their destination location and can pre-arrange an introductory appointment. The website will also provide

links to other important resources available through HTH Worldwide, including drug translations, medical terms & phrases, and CityHealth Profiles (for safety and security in your destination location)

- HTH Worldwide will pay “up-front” for most medical treatment, eliminating the need to file claims for reimbursement
- Includes payment for treatment of mental and nervous disorders including drug or alcohol abuse
- Includes most outpatient prescription drugs
- Pre-existing conditions are not excluded
- Valid entire time abroad, whether in your host country or travelling elsewhere outside the U.S.
- Includes payment for emergency medical evacuation as well as expenses (up to \$1,500) for a bedside visit by a family member if you are hospitalized

With the addition of HTH Worldwide coverage, the OIP no longer provides students with the International Student Identification Card (ISIC). In the past, the OIP had purchased this card for the supplementary emergency medical coverage it provided, but because the benefits of the HTH Worldwide plan far exceeds those provided by the ISIC card, this card is no longer provided. If you wish to purchase the ISIC card on your own (it can reduce the cost of airplane tickets and museum admissions), you may do so through STA Travel. You will need to continue to purchase any health coverage that may be required by your host country; your study abroad program handbook will provide this information.

While the HTH Worldwide insurance plan will provide some continued coverage for when you return home following a condition or injury abroad, this coverage is extremely limited and therefore you should by all means continue whatever current health insurance coverage you have in the U.S.

FEES AND BILLING

Although students are registered at UM while participating in the program, tuition, housing, and other fees are set by CIEE. Payments go through the OIP office, and checks should be made out to the University of Michigan.

WHO TAKES CARE OF WHAT

CIEE is responsible for acceptance decisions, all academic arrangements, on-site orientation, and housing. The OIP assists students in preparing to go abroad, provides support services while they are abroad, and processes the academic results from study at CIEE for the students' UM academic records. Each student is responsible for obtaining a passport, applying for a visa, making the travel reservations, and paying program fees to OIP. (This is summarized in the OIP's pre-departure checklist for CIEE Taiwan.) The CIEE online student manual contains useful information about how to handle money while in Taiwan, what to pack (and what to leave at home), and what you can expect while studying at CIEE and living in Taipei.

A FINAL WORD

Enjoy your experience abroad – it will be a truly unique period in your life, and will pass more quickly than you think. Make time to pursue interests and take advantage of opportunities that might not present themselves here. If there is anything our office can do to make your stay easier, please let us know.

CONTACT INFORMATION

UNIVERSITY OF MICHIGAN

Office of International Programs

University of Michigan
1712 Chemistry
930 N. University
Ann Arbor, MI 48109-1055
Phone: 734-764-74311; Fax: 734-764-3229

Administrative matters and program advising:

Nicole LeBlanc, OIP Assistant Director
Phone: 734-764-4311
Email: leblancn@umich.edu

Financial matters:

Nancy Jablonski, Financial Coordinator
Email: nancyjab@umich.edu

EMERGENCY

Emergencies only, during non-business hours:

Nicole LeBlanc, OIP Assistant Director
Phone: 734-915-7571 (cell)

Daily On Call Study Abroad Advisor
Phone: 734-846-8462 (cell)

During non-business hours, in case of emergency only, please call OIP (734) 764-4311 for contact information. In the evenings and on weekends, our office message will give you the names and telephone numbers of OIP staff who can assist you. OIP provides assistance in case of emergencies due to serious personal problem, political, or health crises.

Emergency medical evacuation coverage is included with your HTH Worldwide Health Insurance. Should you require evacuation, contact HTH using the information on your insurance card

CIEE'S PORTLAND OFFICE

Chris Bettera, Enrollment Officer
CIEE Asia Programs
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CIEE- Taiwan Program
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Portland, Maine 04101
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CIEE TAIPEI

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National Chengchi University
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Taipei, Taiwan, 116
Tel: 011-886-2-2938-7205; Fax: 011-886-2-2936-0100
ciee@nccu.edu.tw

**EMERGENCY CONTACTS:
WITHIN THE U.S.**



TAIWAN: TAIPEI

Nicole LeBlanc, Assistant Director

Phone: (734)764-4311

Email: leblancn@umich.edu

Office Hours: Mon-Fri, 10a.m.-5p.m.

After Hours: Call main OIP Office

(734) 764-4311 for daily emergency numbers



**EMERGENCY CONTACTS:
OUTSIDE THE U.S.**



TAIWAN: TAIPEI

Name, Title

Phone:

Email:

HEALTH INSURANCE

HTH Worldwide Insurance:

Tel: 1-610-254-8771 (collect)

Policy Number:



(Fold)

OTHER INFORMATION

Consulate: _____
Local Emergency: _____
Passport #: _____
Other: _____

