The N.U.*in* Program

England: FIE Handbook

Welcome to The N.U.*in* Program

The N.U.*in* Program is a unique and innovative first-year international program that reflects the mission of Northeastern University: encouraging our students to grow as individuals, develop an affinity for Northeastern, and actively engage in a supportive community that emphasizes global citizenship and a holistic academic experience.

The N.U.*in* Program is a good fit for students who wish to engage in a personally challenging and academically integrated experience with an international edge. The N.U.*in* Program provides a truly transformative experience to students who are ready for the challenge. Our students are well-prepared to translate their knowledge into marketable assets throughout college and in the future. N.U.*in* alumni are adventurous, ambitious, intellectually curious, reflective, and independent individuals who engage in their own learning. They share a passion for the world and thrive in their community.

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INTRODUCTION

Admitting students into The N.U.*in* Program allows the university to take talented candidates who possess a unique sense of adventure. N.U.*in* is a selective program designed for those who are especially motivated to enroll at Northeastern and participate in co-op and other experiential learning programs. This unique first-year experience provides students with the support to develop as trailblazers with skills to differentiate themselves in the classroom, the job market, and beyond.

Goals

- To provide students with an early opportunity to have an enriching first-year international experience
- To provide a supportive environment that encourages students to develop self-awareness, enhanced cultural sensitivity, respect for diverse beliefs and opinions, ability to interact and collaborate with individuals and communities of diverse backgrounds
- To provide N.U.*in* participants with a holistic academic experience while earning credit toward their Northeastern undergraduate degree
- To provide structure and support to help transition from high school into college
- To provide guidance to families and students as they navigate this important transition
- To foster a community-building environment
- To build Northeastern affinity and orient students to Northeastern culture

NORTHEASTERN UNIVERSITY CAMPUS MAP

Northeastern University | *Campus Map*

Academic and Service Buildings

- 66 Alumni Center at Columbus Place (CP)
- 61 Architecture Studio (RG)
- 70 Asian American Center (AC)
- 68 Badger & Rosen SquashBusters Center (SB)
- 40 Barletta Natatorium (BN)
- 26 Behrakis Health Sciences Center (BK)
- 51 Blackman Auditorium (AUDL)
- 41 Cabot Physical Education Center (CB)
- 7 Cahners Hall (CA)
- 36 Cargill Hall (CG)
- 72 Catholic Center (CC)
- 54 Churchill Hall (CH)
- 66 Columbus Place and Alumni Center (CP)
- 47 Cullinane Hall (CN)
- 50 Curry Student Center (CSC)
- 6 Cushing Hall (CU)
- 57 Dana Research Center (DA)
- 39 Dockser Hall (DK)
- 43 Dodge Hall (DG)
- 82 East Village (EV)
- 60 Egan Engineering/ Science Research Center (EC)
- 52 Ell Hall (EL)
- 71 Fenway Center (FC)
- 55 Forsyth Building (FR)
- 78 Hastings Hall at the YMCA (YMC)
- 53 Hayden Hall (HA)
- 10 Hillel-Frager (HF)
- 33 Holmes Hall (HO)
- 46 Hurtig Hall (HT)
- 83 Interdisciplinary Science and Engineering Complex (ISEC) (under construction)
- 77 International Village (INV)
- 35 Kariotis Hall (KA)
- 38 Knowles Center (KN)
- 34 Lake Hall (LA)
- 56 Latino/a Student Cultural Center (LC)
- 17 Marino Recreation Center (MC)
- 44 Matthews Arena (MA)
- 29 Meserve Hall (ME)
- 48 Mugar Life Sciences Building (MU)
- 31 Nightingale Hall (NI)
- 27 O'Bryant African American Institute (AF)
- 63 Renaissance Park (RP)
- 42 Richards Hall (RI)
- 49 Robinson Hall (RB)
- 73 ROTC Office (RO)
- 24 Ryder Hall (RY)
- 30 Shillman Hall (SH)
- 58 Snell Engineering Center (SN)
- 59 Snell Library (SL)
- 37 Stearns Center (ST)
- 23 West Village F, G, H (WV)
- 74 101 Belvidere (BV)
- 80 140 The Fenway (TF)
- 79 177 Huntington (177)
- 81 236 Huntington (236)
- 84 271 Huntington (271)

Residence Buildings

- 21 Burstein Hall (BU)
- 67 Davenport Commons A, B (DC)
- 82 East Village (EV)
- 77 International Village (INV)
- 1 Kennedy Hall (KDY)
- 4 Kerr Hall (KH)
- 12 Levine Hall and St. Stephen Street Complex (LV)
- 9 Light Hall (LH)
- 5 Loftman Hall and 153 Hemenway Street (LF)
- 3 Melvin Hall (MH)
- 20 Rubenstein Hall (464)
- 2 Smith Hall (SM)
- 16 Speare Hall (SP)
- 14 Stetson East (SE)
- 15 Stetson West (SW)
- 23 West Village Residence Complex A, B, C, E (WV)
- 23 West Village Residence Complex F, G, H (WV)
- 18 White Hall (WH)
- 28 Willis Hall (WI)
- 69 10 Coventry Street (CV)
- 8 142–148 Hemenway Street (142–148)
- 11 319 Huntington Avenue (319)
- 13 337 Huntington Avenue (337)
- 19 407 Huntington Avenue (407)
- 76 768 Columbus Avenue (768)
- 64 780 Columbus Avenue (780)

Parking Garages

- 65 Columbus Parking Garage (CPG)
- 75 Belvidere Parking Garage (BVG)
- 45 Gainsborough Parking Garage (GG)
- 62 Renaissance Park Garage (RPG)
- 25 West Village Parking Garage (WPG)

Legend

- # Academic and Service Buildings
- # Academic/Service-Residence Buildings
- # Residence Buildings
- # Parking Garages
- (P) Parking (permit required)
- (V) Visitor Parking
- Handicapped Parking
- Handicapped-Accessible Entrance
- Emergency Telephone
- MBTA Station
- Visitor Center
- Alumni Center at Columbus Place

USEFUL CONTACTS

GENERAL

The N.U.*in* Program office 101 Belvidere	northeastern.edu/nuin	617.373.6447
Housing and Residential Life 4 Speare Commons	northeastern.edu/housing	617.373.2814
New Student Orientation 101 Ell Hall	northeastern.edu/orientation	617.373.3868
Student Financial Services 354 Richards Hall	northeastern.edu/financialaid	617.373.2270
University Health and Counseling Services 135 Forsyth Building	northeastern.edu/uhcs TTY	617.373.2772 617.373.5973
Help Desk - myNortheastern Portal Assistance 184 Snell Library	help@northeastern.edu	617.373.4357
The Office of Global Services (OGS) 405 Ell Hall	www.northeastern.edu/ogs/	617.373.2310

COLLEGES & PROGRAMS

Bouvé College of Health Sciences 120 Behrakis Hall	northeastern.edu/bouve	617.373.3320
College of Arts, Media and Design 102 Ryder Hall	northeastern.edu/camd	617.373.3682
College of Computer and Information Science 202 West Village H	northeastern.edu/ccis	617.373.2462
College of Engineering 230 Snell Engineering Center	northeastern.edu/coe	617.373.2154
College of Science 115 Richards	northeastern.edu/cos	617.373.5085
College of Social Sciences and Humanities 180 Renaissance Park	northeastern.edu/cssh	617.373.3980
D'Amore-McKim School of Business 250 Dodge Hall	damore-mckim.northeastern.edu	617.373.3270
Explore Program for Undeclared Students 1 Meserve Hall	northeastern.edu/undeclared	617.373.2306

THE N.U.*in* PROGRAM STAFF

Spending a semester abroad is an exciting and rewarding opportunity, and The N.U.*in* Program is committed to maintaining an academically challenging, healthy, safe and fun environment for all students. As part of this commitment, Northeastern provides staff members at each location who accompany and provide on-site support to students, 24 hours a day, 7 days a week.

Each location has:

- Program Liaison
- International Coordinators

Program Liaisons hold graduate degrees and have experience in the student affairs and international education fields. International Coordinators are bachelor's or master's degree holding professionals. Together, this team can respond to a range of concerns and serve as a resource to participants on-site and family members at home.

Each team also has an Assistant Director who is Boston-based. This person coordinates the planning with our international partners prior to enrollment and departure, works with students and parents during the pre-departure process, and communicates with site staff on a daily basis while participants are abroad. Assistant Directors are also a resource for parents and families throughout the fall semester, and are available to answer questions or concerns via email or phone.

Boston-based Staff

Director: Lauren Kettler

Associate Directors: Quinn Emmons
Benjamin Floman
Grant Dauber

Assistant Directors: Kate Berge
Sarah Knight
Nicole Pepin
Mohammad Naser
Emily Fiagbedzi

Program Coordinators: Dan Finelli
Timothy Troy
Madison Nealon

STUDENT VISA

Student Visa

All N.U.*in* students need a passport, which must be valid for at least six months beyond the student's scheduled program end date. Please visit our website to learn more about the visa process, and for a location-specific visa guide.

It is the student's responsibility to obtain an appropriate visa, if necessary. If you cannot obtain a valid visa in time for the program start date, then please refer to the N.U.*in* Withdrawal Policy (found in the myNortheastern student portal) and contact the N.U.*in* office to discuss next steps.

F-1 Student Visa for the U.S. (International Students only)

All international N.U.*in* students must apply for a nonimmigrant student visa at a U.S. Embassy or Consulate to start their Spring semester in the U.S. at Northeastern University. For information regarding the requirements for an F-1 Student Visa, please contact your nearest Embassy or Consulate directly.

International students receive an information sheet detailing the application process for a student (F-1) visa with their admissions letter. The first step requires international students to submit certain paperwork, including the Declaration of Finances form to Northeastern. Once students submit the required documentation, they will then receive their I-20. Students must have their F-1 visa and be prepared to arrive to campus in Boston by early January.

N.U.*in* students who need to obtain F-1 visas will need to plan ahead to ensure there is enough time either on-site or upon returning to their home country after the conclusion of the fall semester to secure the proper documentation needed.

The Office of Global Services (OGS)
The OGS at Northeastern supports international students as they prepare to arrive to campus, and while they are studying in Boston. Students with questions about I-20s or F-1 Student Visas should contact the OGS directly for guidance:

phone: 617.373.2310
email: ogs@northeastern.edu

PACKING LIST

Generally, participants should pack as lightly as possible while remembering to bring essential items. This is not an easy task, so we recommend not waiting until the night before to begin packing. We suggest not over-packing, as rooms may be smaller by American standards. Please use the packing list provided on the following two pages as a guide for packing.

General Tips for Packing

- Remove anything that could be perceived as threatening or suspicious at a security checkpoint.
- It is not advised to travel with any kind of fresh food, produce or nuts.
- Avoid over-packing so that all luggage and checked bags can be opened and closed with ease.
- Check with your airline prior to departure for any updates regarding luggage allowances.
- Take a few personal items that will help remind you of home (e.g. pictures, room decor, or anything that you have an emotional tie with).
- Leave valuable items at home, especially family heirlooms that cannot be replaced.
- Medication should be placed in hand luggage, in the original container with the owners name and description of the medication written on the packaging.
- Pack weather appropriate clothes and comfortable walking shoes.
- While abroad, weather can be variable, especially depending on the season.

Pack Lightly!

- Remember, WHATEVER YOU PACK, YOU WILL HAVE TO CARRY. Be conscious of the weight of your bags, since transporting them around the world on planes, trains, and buses will be difficult if you over-pack.
- Put everything you plan to pack on your bed. Then, pack HALF of that amount. Most students say they brought about twice as much clothing as they needed!
- Bring mostly clothes that are machine washable. Dry cleaning may be expensive. Dark clothing will not show wear as quickly.
- In most cases, it may be better to purchase toiletries and appliances (hair dryers and straighteners) once you are on-site.

Outlet/Plug

An outlet adapter is a device that will allow appliances to be plugged into foreign outlets. They can be purchased at most electronics stores. Students may want to consider buying a universal adapter if they are planning to travel during breaks to other countries.

Voltage Converter

The electricity supply voltage varies across countries. Some electrical appliances will require a converter. We strongly recommend that participants purchase items like hair straighteners and blow dryers on-site to ensure compatibility. It is possible that the U.S. versions of these appliances will either not work abroad or will be ruined when used with a converter.

PACKING GUIDE

PACKING FOR A SEMESTER ABROAD

Please use the below list as a guideline to pick and choose what is essential for you. Please refer to the website for the most up-to-date packing list. Do additional research to identify items you may want to bring abroad.

Clothing

- ☐ Water resistant footwear
- ☐ Study hiking/walking shoes
- ☐ Pair of flip-flops
- ☐ Socks
- ☐ Underwear
- ☐ Shorts
- ☐ Swimsuit
- ☐ Hat
- ☐ Professional outfit (a nice pair of pants/skirt; nice button-down top or blouse)
- ☐ Skirts/pants
- ☐ Shirts
- ☐ Scarves and gloves
- ☐ Sweaters/sweatshirts
- ☐ Jackets/coats (for various weather conditions)
- ☐ Sleepwear
- ☐ Athletic wear (for exercising, sports)

Miscellaneous

- ☐ Laptop/charger
- ☐ Adapter and voltage converter
- ☐ Camera
- ☐ Phone
- ☐ Books, e-readers, and travel guides
- ☐ Water bottle
- ☐ Duffle bag/backpack
- ☐ Towel/washcloth
- ☐ Flashlight
- ☐ Umbrella
- ☐ Scientific calculator (only applicable to certain courses)
- ☐ (Optional) a small amount of local currency($50-$100)
- ☐ Textbooks (if applicable)

Documents

Please refer to your specific visa/travel process for documents or materials you will need to travel with. The below items are a general guidance for all students.

- ☐ Passport
- ☐ Visa documents (if applicable)
- ☐ Flight Itinerary (boarding pass will be issued directly to the participants by the airline at the airport)
- ☐ Photo ID
- ☐ Copies of all credit/debit cards, passport and visa (and leave copies at home)
- ☐ Offer letter from host institution (if applicable)
- ☐ Health insurance card/documentation
- ☐ Emergency contact and arrival information

Medicine and Toiletries

- ☐ Prescription Medicine: Make sure you can travel internationally with your prescription; verify what documentation you need to legally transport your prescription. If possible, consult with your doctor about obtaining a supply of all medications for the duration of the program.
- ☐ Comb/brush
- ☐ Travel sized toiletries and cosmetics
- ☐ Deodorant
- ☐ Over-the-counter medicine
- ☐ Feminine hygiene products
- ☐ Razors/nail clippers
- ☐ Extra eyeglasses and sunglasses
- ☐ Contact lenses and solutions
- ☐ Sunscreen

GROUP FLIGHT

Pre-departure

Participants on the Group Flight must check their email for an important Departure Information communication that will include all details for the day of travel, including phone numbers to call in case of a travel delay or emergency. To ensure the safety of everyone, both students traveling on the Group Flight and those traveling independently must provide N.U.*in* with the details of their itinerary, including any and all connecting flights. Students will receive an email prompting them to provide these flight details prior to departure.

Travel to Sites

Participants on the Group Flight will travel from select hub cities like Boston, New York, and Los Angeles. N.U.*in* site staff will greet them in the airport on-site. Buses will be waiting to take students directly to the student residence hall.

We ask that participants wear their N.U.*in* t-shirt for identification purposes in the airport.

ADVANTAGE TRAVEL OF CNY, INC.

The N.U.*in* Program works with Advantage Travel to arrange the Group Flight option for students. Once forms have been filled out, and Group Flights are booked, students who need to arrange any changes to their flights or itineraries should contact Advantage Travel directly.

Nettleton Commons
313 East Willow Street, Suite 104
Syracuse, New York 13203

Phone: (315) 471-2222; (800) 788-1980
Fax: (315) 471-6264

Hours: 9:00 a.m. - 3:00 p.m. Monday-Friday
Closed: Weekends & Major Holidays

Departure

On the last day of the program, buses will be arranged to bring participants on the Group Flight to the airport from the residence hall. From there, students will go through security together and travel as a group back to their destinations. Students may depart for home, or travel elsewhere, once all finals and academic requirements have been completed. Students are required to depart from their program's residence facility on the last day of the program.

INDEPENDENT TRAVELERS

Pre-departure

Any participant who chooses to fly to their site separately from the Group Flight books his/her own flights and will receive a credit on their bill equal to the cost of one Group Flight airline ticket to their fall semester tuition bill.

Just like participants on the Group Flight, independent travelers must check their email for an important Departure Information communication that will include all details for the day of travel, including phone numbers to call in case of a travel delay or emergency. To ensure the safety of everyone, both students traveling on the Group Flight and those traveling independently must provide N.U.*in* with the details of their itinerary, including any and all connecting flights. Students will receive an email prompting them to provide these flight details prior to departure.

Getting On-site

Participants travelling independently from their home cities to their N.U.*in* location must arrive on site by the program start date. If an independent traveler's flight arrives on site around the same time as the Group Flight, he/she may utilize the buses set up for those students. Otherwise, independent travelers must arrange their own transportation to their student residences.

Students arranging their own transportation to campus should note the address of the student residence found on the Housing page on the N.U.*in* site specific webpage.

Departure from site

On the last day of the program, buses will be arranged to take participants to the airport from the residence hall. If an independent traveler's flight is departing on or around the same time as the Group Flight, he/she may utilize these buses to get to the airport. Otherwise, independent travelers are responsible for their own transportation to the airport.

ABOUT LONDON

Location & Time Zone

London is a cosmopolitan city with a population of more than 8 million, making it the largest city in Europe. Approximately one in three Londoners were born outside of the UK, meaning that London is also one of the most multicultural cities in the world. It is within the Greenwich Mean Time Zone, and the time difference between the Eastern Standard Time in the US is +5 hours.

Climate & Weather

London has a reputation for its changeable weather. A tip for any visitor is to be prepared for anything – take an umbrella and wear layers that can be added or removed as needed.

The weather in London can be variable, but will be somewhat similar to mid-Atlantic US temperatures and precipitation. Expect warmer temperatures near the beginning of the semester, and cooler weather as the semester progresses.

Public Transportation

The public transportation system is the easiest and most efficient mode of transportation around London. While navigating the Tube and bus system may be an initial adjustment, students will learn the routes quickly.

N.U.*in* England: FIE students each receive an Oyster Card for Zones 1-2 included in the cost of the program. Oyster Cards provide access to the London Underground (The Tube) and the public bus system.

To use the Oyster card, participants will touch it on the yellow discs at barriers at tube stations and as they board buses.

Providing there is not too much traffic, travelling by bus is a great way to explore London above ground and help students learn their surroundings.

Students will utilize public transportation to travel to their Service-Learning placements, which will be located across the city.

Money & Banking

England's currency is the Pound. Current conversion rates can be found on an array of different websites.

Participants will not be able to open a UK bank account while abroad. We recommend using an ATM card to withdraw money. Visa and Mastercard are the most widely accepted credit cards in England. Students should notify their bank and creditors that they will be studying in London prior to their arrival to ensure that the bank does not enact fraud procedures and deactivate or lock the student's bank cards. Credit cards should be used wisely though, as the foreign transaction fees can add up quickly. We recommend that participants conduct research prior to departure to better understand how their bank cards will work abroad. Certain credit cards do not have foreign transaction fees, and some banks have partnerships abroad to allow for withdrawals to be done without a fee. In addition, chip and PIN cards are widely used in London, while swipe cards are much less common. If your bank is able to supply you with a Chip and PIN card, it is recommended that you utilize this option to make transactions easier in London.

Cultural Overview

London is one of the world's greatest cultural, historical, and economic centers, and has much to offer to study abroad students. Often referred to as the Gateway of Europe, London has a vast array of museums, parks, shopping centers, and cultural events. It is also renowned for its international cuisine. From Chinatown in Soho, to Indian curry in Brick Lane, to the food markets of Borough Market, it has something to delight every taste.

Shopping possibilities in London are endless, and you can find clothing and consumer goods from unique British and international brands across the city. Oxford Street is bustling on the weekends with locals and tourists alike hunting for a deal in one of the large London department stores. For a unique experience, try exploring the vintage markets in Camden or Shoreditch to put together a truly British wardrobe.

Sports are also a significant part of British culture. While rugby and football (soccer) are among the most popular, American NFL teams come to Wembley Stadium every year to play regular season American football games in London. Teams in the past have included the Pittsburgh Steelers, the Minnesota Vikings, and the New England Patriots.

FOUNDATION FOR INTERNATIONAL EDUCATION

About the Foundation for International Education (FIE)

The N.U.*in* England: FIE program partners with the Foundation for International Education. FIE was founded in 1998 and today partners with over 50 U.S. colleges and universities to deliver study abroad programmes in London and Dublin. FIE has approximately 40 full-time staff members based in London and the U.S., and employs about 70 faculty members on a part-time basis. Their mission is to provide high quality educational experiences to the global community. In pursuit of these goals, FIE is committed to the development of creative learning environments wherein an understanding of, and appreciation for, the privileges and responsibilities of international citizenship is fostered. This commitment is driven by the belief that interaction between people of diverse cultures is the base upon which empathy among nations is built.

South Kensington Area

FIE is located near schools such as Imperial College, the Royal College of Art, and the Royal College of Music. Just down the street are some of the world's great cultural institutions, including the Royal Albert Hall, the Victoria and Albert Museum, and the Natural History Museum. Students live and study near some of London's most fashionable streets, including Gloucester Road, where they will find banks, a post office, pubs, restaurants, and grocery stores; and High Street Kensington, one of London's premier shopping streets.

FIE Buildings & Resources

The N.U.*in* Program in London is centered at FIE's study center buildings, which include:

- Classrooms with wireless internet access, data projection, & multimedia players
- FIE offices for administrative and academic staff
- Student common areas with upcoming event information, a range of daily newspapers and weekly journals

STUDENT RESIDENCE

N.U.*in* England: FIE students live in one of two student residences located in the Royal Borough of Kensington and Chelsea, one of London's most desirable areas. The Foundation for International Education's (FIE) main academic facility, called Foundation House, and student residences are located in this area, near schools such as Imperial College, the Royal College of Art, and the Royal College of Music. Just down the road is the Royal Albert Hall, the Victoria and Albert Museum, and the Natural History Museum.

Metrogate House:

Some N.U.*in* England: FIE students will live in Metrogate Residence, which is built from three nineteenth-century townhouses and is just an eight-minute walk from Foundation House and a three-minute walk from the amenities of Gloucester Road.

Metrogate also houses the main FIE computer and printing facility. Given the historic nature of the building, this residence has been retrofitted to be suitable for students, and as such, bedrooms vary greatly in size and layout. Students may live with one, two, or three roommates and receive their roommate assignments once they arrive in London. We are unable to accommodate roommate requests. For more information, please read "Living with Roommates 101" All housing facilities include the following features:

The Metrogate residence includes:

A study lab with 20 computers available for quiet studying

Wireless internet connection throughout building

Single beds (some rooms have bunk beds), wardrobes, and landline phones in all rooms

Basic linens: pillow, sheets, and duvet. Please note that towels and bathmats are not provided.

Fully equipped kitchens on every floor with microwaves, stoves, ovens, and all necessary utensils and crockery such as pots, pans, bowls, and plates

Card-operated laundry facilities in the building, along with irons

Weekly service that cleans common areas and provides a clean set of bed sheets

TVs located in all bedrooms or common rooms

Bathrooms shared between two and five students

Common space/lounge area

24 hour security/reception service

Dedicated Residence Life Supervisors

CCTV monitoring surveillance system

Please note that bedrooms in Metrogate do not include desks like those commonly found in American dormitories. While it may be an initial adjustment, students find ample space to study in their bedrooms, in the common rooms, at the library, at a nearby coffee shop, or in the computer lab in Metrogate, which is open 24 hours a day. This computer lab contains 20 computers with hard-wired ethernet connections, two laser printers, and a scanner. Students may use wireless printing to print the first 50 pages for free, and pay 5 pence per page thereafter.

Mail & Packages:

Please use the following address when mailing items to students in London:

Name of Student (N.U.*in* England: FIE)
Metrogate House
3-7 Queens Gate Terrace
London SW7 5PE
England

Meals:

N.U.*in* England: FIE students share common kitchens and cook meals for themselves. While it may be an initial adjustment, cooking can become a bonding experience for students. Be sure to also check out FIE's London Facebook Group, which can help students plan low-budget outings for the days when they do not want to cook at home.

Computer Access:

There is a computer lab shared amongst all FIE residences. This computer lab contains roughly 25 desktop PCs with hard-wired Ethernet connections, two laser printers, and a scanner. Students may print up to 50 black & white pages for free, and pay 5 pence per page thereafter. Color printing is also available.

Roommate Placement:

N.U.*in* England: FIE students may live with one, two or three roommates within FIE residences. Students receive their roommate assignments once they arrive in London. We encourage students to develop adaptability skills and to broaden their social network as much as possible.

Living with roommates can certainly be an adjustment for some students. Students can prevent conflict by being proactive with their communication. Keep in mind that the N.U.*in* on-site staff is available to students who are seeking advice about how to handle a roommate conflict.

PROGRAMMING & EXCURSIONS

Programming

The N.U.*in* Program aims to foster the development of a tightly-knit community. One avenue for community-building is programming, planned by both FIE and N.U.*in* staff. Our International Coordinators are involved in planning weekly free or low-cost activities to encourage students to come together for some fun and to get to know each other.

Programs cover a variety of topics, including, but not limited to, local culture/events, academics, health & safety, and transition to Northeastern. Some examples from past years include:

- "Family" dinners around the city
- Ice skating outing
- Halloween pumpkin carving
- Postcards from London
- N.U.*in* Husky Day
- BBC Broadcasting House Tour

Excursions

Also included in the program fee are several excursions which take place throughout the semester. In England, students will have the chance to discover different areas around London and the UK. Dates will be confirmed once students are on site. The following are examples from past years, and are subject to change:

N.U.*in*-sponsored Trips

- Edinburgh, Scotland
- Dover
- Stonehenge & Salisbury

FIE-sponsored Trips/Activities

- *Wicked* the musical
- London Eye outing
- Beatles walking tour

N.U.*in* staff accompany participants on all sponsored excursions, and all transportation is pre-planned and included. Students will be required to sign up for all excursions prior to attending so that appropriate plans may be made. While excursions are not mandatory, please understand that they are included in the cost of the program, and monetary credits cannot be issued to participants who do not attend.

STAYING IN TOUCH WITH HOME

Staying in Touch

Keeping in touch with family and friends back home can be difficult at times with the hustle and bustle of classes, adjusting to a new country, and the myriad activities and adventures that can be had while abroad. Past N.U.*in* students have suggested that it is best to set up a schedule for calling home to check in every week. Frequency of check-ins, of course, can vary depending on students' schedules, but having a set time can make time differences much easier and less stressful to handle.

By far the least expensive way to stay in touch with family and friends back at home is over the Internet. There are choices of instant messaging services that allow voice chat (such as WhatsApp messenger), or voice over IP phone programs such as Skype, which allow you to video chat for free, or call directly to a phone for a small per-minute fee. For an annual fee, you can purchase a local US number, allowing family and friends at home to call and pay what they would to call an area code in the U.S. Calls are received through a computer and voicemails can be left with this service. The person at the other end also has to be connected and running the same program (i.e., calls are best scheduled ahead of time).

Cell Phones

As per Northeastern University's International Travel Connectivity Policy, all students traveling outside of the U.S. on Northeastern University-sponsored programs, including The N.U.*in* Program, must carry an operational cell phone with international calling, SMS, and cellular data capabilities. Phones must be able to receive incoming and make outgoing phone calls without relying solely on data-calling or a Wi-Fi signal, throughout the entire N.U.*in* semester. Users must be reachable at all times.

There are several options to fulfil this requirement including adding international coverage to your existing mobile phone service or buying a local SIM card upon arrival. The N.U.*in* Program does not endorse any particular cell phone plan or company. Thus, it is recommended that students research mobile phone providers for options.

CULTURE SHOCK

As a visitor from another country, you may experience culture shock at some point during your N.U.*in* experience. Culture shock is defined as the lack of direction, the feeling of not knowing what to do or how to do things in a new environment, and not knowing what is appropriate or inappropriate. The feeling of culture shock generally sets in after the first few weeks of arriving to a new place. Some students experience all of these symptoms, while others may not encounter any feelings of culture shock. Generally, most students will fall somewhere between the extremes.

Symptoms of Culture Shock

- Comparisons and unwarranted criticism of the new culture and people
- Constant complaints about the climate
- Heightened irritability
- Preoccupation with returning home
- Continual offering of excuses for staying indoors
- Utopian ideas concerning one's previous culture
- Continuous concern about the purity of water and food
- Refusal to learn the language
- Preoccupation about being robbed or cheated
- Pressing desire to talk with people who "really make sense"

Dealing With Culture Shock

These are a few strategies that participants can implement to help cope with the stress of culture shock. Remember, these are easier said than done, so students will really need to push themselves to act on the following:

- Realize that this is a normal process
- Don't be quick to judge – keep an open mind
- Set some personal goals and evaluate your progress
- Get involved in activities or find a hobby
- Talk to your site staff– they can help
- Make an appointment to see an on-site mental health professional
- Ask questions
- Exercise
- Be patient and don't compare.
- Don't take yourself too seriously.
- Treat yourself to your "must haves" from a specialty market.
- Allow yourself to feel sad about the things that you have left behind: your family, your friends, etc.
- Find ways to live with the things that don't satisfy you 100%

OVERVIEW

Courses

Students will receive a full semester's worth of credits. Please reference the Academics pages on each site's webpage for a list of course offerings.

FALL & SPRING COURSE REGISTRATION

Fall Course Registration

Participants should have already registered for courses online through their myNortheastern portals. Schedules (with days and times) will be available to students upon arrival on-site.

Fall Course Changes

In May, our partners begin to prepare their resources and have a number of elements to consider, including classroom space, number of sections for each course, scheduling, availability of faculty, etc. Before any changes are made on-site to a student's schedule, The N.U.*in* Program and Northeastern University Advisors must confirm and approve any changes. Students who receive AP/IB/other college credit can have their schedules adjusted by their academic advisors only.

Spring

Registration for spring classes takes place in early- to mid-November. **The registration process is different for each college**. When processing course registration, advisors have access to current N.U.*in* course information and any transfer credit and/or AP/IB credit completed during high school through college courses or examinations. Depending upon the flexibility of their major's curriculum, students may be pre-registered for all, or just a few, courses during the month of November by their advisors. Northeastern college advisors will contact students via email regarding course selection and any college-specific protocols in October.

All students meet with their academic advisors during Spring New Student Orientation in January to finalize their schedules and to rectify any concerns. If students have additional questions they may contact their college directly. Contact information for academic advisors can be found on the N.U.*in* website.

FIE ACADEMIC ENVIRONMENT & STRUCTURE

General Information

The Foundation for International Education operates 14 week semesters, with a 1-week midterm break and a final exam period. Most classes have 3-6 hours of contact per week, distributed between lectures and learning outside of the classroom.

Academic Environment & Etiquette

The overall environment is generally similar to that of a US college classroom. Students can expect to do 2 hours of work at home for every 1 hour in class. Faculty and students often have a friendly working relationship when expectations are met on both ends.

Classes will be taken with other N.U.*in* students and tend to be small (less than 40 students). As such participation is valued, and required, in most classes. Additionally, many classes extend the learning beyond the classroom, with co-curricular field trips throughout London and its surrounding areas. Students should be prepared to balance this element with classroom learning, and understand that field trips are academic experiences.

Attendance

One of the most important aspects of academics in England is attendance, and it is taken very seriously by all professors. Class attendance is MANDATORY except in the case of documented illness or emergency. Students must email their professors **before** a missed class to inform them of an illness. The onus is on the student to contact their professor and ensure they are meeting academic expectations. Class attendance is a requirement for the Tier 4 General Student Visa, and there could be serious immigration ramifications if students do not attend classes.

Studying

When it comes to classes, preparation counts for a lot. Lectures are usually designed to provide broad overviews and key concepts, with readings included to offer more detailed coverage.

Exams & Success

Assessment is based heavily on mid-terms and finals, which may be an adjustment for those who are used to being tested throughout the length of a course. Academic integrity is especially important, and any form of cheating or plagiarism will not be tolerated.

To be successful, students must attend all classes and tutorials, keep up with the readings and homework, and hand in all assignments on time. One of the most common mistakes students make is not asking for help when it is needed.

RESOURCES & ACCESSING THE NORTHEASTERN LIBRARY

Seeking Assistance

Academic support is available for participants, but they must first seek out these resources. Students may speak to their professor or an N.U.*in* staff member to discuss any issues that they may be having academically. At the midpoint of the semester, each student will sit down with site staff for an individualized check-in meeting. These meetings are used to identify how students are adjusting culturally, as well as academically, and can be a good opportunity for students to reach out for assistance before beginning the second half of the semester.

Academic Resources

FIE utilizes MyStudy@FIE, an e-learning platform that allows students to access academic schedules and classroom material online. Professors may also use this platform for assignment submission and grade reporting.

The following libraries and online resources can also be used for research throughout the semester in England:

- Kensington Public Library - After obtaining an International Student Identity Card (ISIC) FIE ID, student may access all library resources
- Birkbeck College Library - Day passes can be obtained through FIE
- JSTOR - Free online academic journals accessible when using FIE's internet network
- Media server (http://fie.mediasite.com/Mediasite/Showcase) - recorded programs for use in the classroom

Accessing the Northeastern Library

N.U.*in* students may utilize the electronic resources available through the Northeastern University Library by accessing http://www.library.northeastern.edu.

Writing Assistance

Writing support is available throughout the semester from FIE's Writing Support Tutors (WSTs). WSTs are FIE staff members with advanced degrees who can assist students with all phases of the writing process: getting started, editing a draft and revising the submission of a paper returned by an instructor. Students must email the WSTs at writingsupport@fie.org.uk for an appointment and it must be at least 48 business hours in advance of a requested session. Initial appointments are always in person and subsequent appointments can be conducted electronically. Cancellation is needed at least 24 business hours in advance via email. The length of a face-to-face tutorial varies depending upon a student's needs, but typically lasts 45 minutes to 1 hour.

Learning Disabilities

Any participant requiring accommodations must upload the documents to the FIE Online Administration System. FIE then reviews the documentation and the Accessibility Manager gets in touch with the student to confirm academic accommodations for the semester abroad. Students should also speak to their professors individually to alert them of their necessary accommodations.

THE GLOBAL EXPERIENCE COURSE

Overview

The Global Experience course is a one-credit class taught by each location's N.U.*in* site staff (International Coordinators and Program Liaisons). All participants at all locations take this class, making it a main unifying element of The N.U.*in* Program.

Course Description

The main aim of this one-credit course is to help participants prepare for, gain from, and reflect upon their term abroad as a global experience. Through workshops, seminars, course readings, discussions, and local civic engagement, the course challenges students to become global citizens and ambassadors by actively participating in their own learning community as well as in the greater study abroad community, Northeastern, and beyond. Ongoing reflection helps students articulate their own experiences, respond to the experiences of others, and ultimately make connections between the two.

Digital Storytelling Project

The final project in The Global Experience is a reflection video, created by students to look back upon their time in their host countries as well as their experiences with Service-Learning.

SERVICE-LEARNING

Service-Learning Placements

All N.U.*in* students engage in ongoing Service-Learning placements as part of The N.U.*in* Program. Having this exciting component built into their semester enables students to build relationships with their respective organizations, engage in meaningful service, and see a different side of the host country's culture by further integrating into the local community. Simultaneously, participants develop professional skills that they can apply to future courses, co-ops, jobs, and study abroad experiences. N.U.*in* students typically participate in a combination of weekly individual service commitments and one-time group service events.

What is Service-Learning?

Service-Learning differs from traditional volunteerism in that the volunteering is ongoing, tied to the academic curriculum, and paired with purposeful reflection. In this form of experiential learning, students engage in hands-on service roles, through which they learn about and apply course concepts while intentionally addressing the needs identified by community-based partners.

SERVICE-LEARNING

Service-Learning placements in past years included:

- **The People's Supermarket**: connects the urban community with the local farming community
- **New Horizons**: offers technology training and activities for people aged 50 and over
- **Hackney Pirates**: develops the literacy, creativity, and skills of young people through tutoring
- **Southbank Mosaics**: partners with local artists to create and place art throughout the city
- **The Arbour Centre**: provides high quality services to the young people of Stepney

Participants are assigned to their Service-Learning organization once they arrive in London.

TEXTBOOKS

A textbook list will be available on the N.U.*in* website prior to departure, and students are encouraged to purchase their books online and ship them to Metrogate House up to **one week** before arrival. However, students should wait until all course changes following AP/IB/transfer credits are applied and confirm they have their current and accurate course list. Students may contact The N.U.*in* Office following Pre-departure Orientation with questions about their courses.

GRADING & TRANSCRIPTS

FIE uses the American grading system, meaning that grades will look similar to those earned in the US. The rubric is explained clearly at the beginning of the semester in each syllabus to ensure consistency and offer a guide from the beginning of the class.

Official transcripts for The N.U.*in* Program are issued by our partner institutions, and will be mailed to the N.U.*in* Program office in Boston after completion of the fall semester. They will be distributed at a set time and place, and then will be available for pick-up from our office. In order to receive transfer credit, participants must attain a grade of "C" or better in the US grading system.

In accordance with Northeastern's transfer credit policies, participants' final grades will not appear on their Northeastern transcripts or count toward their GPAs. Each student's Northeastern degree audit and official transcript will only reflect that he or she has received credit for a course, but not the grade itself. However, if a student decides to transfer to a different school or applies for further educational opportunities or scholarships, official transcripts from all institutions attended will typically be requested.

GENERAL SAFETY INFORMATION

Just as in any city, it is important for students to take precautions, be mindful of their surroundings, and follow basic safety principles.

- Walk along well-lit areas and avoid alleys or poorly-lit areas.
- Always carry the emergency contact card given at orientation
- Use the buddy system and do not travel alone at night.
- Avoid public demonstrations, riots, and other civil disturbances.
- Keep a low profile, and avoid loud conversations or arguments.
- Do not discuss travel plans or other personal matters with strangers.
- Wear the shoulder strap of your bag across your chest.
- Look purposeful when moving about. Even if lost, act as if you know where you are going.
- Try to ask for directions only from individuals in authority (police officer, train operator, etc.).
- Make a note of emergency telephone numbers: the N.U.*in* staff, police, fire, hotel (if traveling), and the nearest U.S. embassy or consulate and/or the local embassy, consulate, or mission of your home country.

Registering Your Travel Plans

As an added layer of protection, students must register their travel plans with the greater Northeastern community, the U.S. Department of State, the embassy or consulate of your home country, and WorldAware.

Registering Travel & Downloading the WorldCue Mobile App

• The University's International Safety Office and N.U.*in* will enter the program dates, accommodations, and group flight information into the University's travel registry system (iJET WorldCUE) for all program participants.

• N.U.*in* participants will receive a confirmation email from WorldcueTraveler@ijet.com that provides instructions to activate the user account and download the WorldCue Mobile App.

• Participants must verify the accuracy of travel details and update personal information.

• N.U.*in* participants who obtain approval to deviate from the program (for example, a weekend trip away from the program site) must register the travel details by logging into their user account at www.traveler.worldcue.com or by visiting "My Travel Plans" in the myNortheastern portal.

• For travel registration instructions and information about the mobile app, visit:
https://provost.northeastern.edu/international-travel/

• If you have any questions, please email mytravelplans@northeastern.edu

Register for Smart Traveler Enrollment Program (STEP) with US Department of State

- Visit the US Embassy Website: https://travelregistration.state.gov
    - Citizens of all countries can register with the US State Department in order to receive travel alerts and advisories)
    - Dual/Non-US Citizens should also register with the embassy, consulate, or mission of their home country.
- Create an account by clicking "If not, click here to create an account" (underneath the log in)
- Once you have an individual account, follow the steps to fill out the required information:
    - Home institution address
    - Dates of Program

Travel Information Form

The N.U.*in* Program would like to collect travel information for all participants. Whether you are traveling to your N.U.*in* location on the Group Flight, or you are traveling independently, we would appreciate your cooperation in providing us with your travel plans.

MEDICAL FACILITIES

The local doctor listed below can provide first aid and medical consultations to all FIE students. If participants need further or more urgent care, students may visit Chelsea & Westminster Hospital in the local area.

Local Doctor

Emperor's Gate Surgery
49 Emperor's Gate
London SW7 4HJ
Phone: 0207 244 5670

Nearby hospital to FIE

Chelsea and Westminster Hospital
369 Fulham Road London
SW10 9NH

Ph: within the UK (0) 208 746 8000

Ph: from the US 011 44 208 746 8000

Packing Prescriptions

Please note that not all medications may be available in Germany. If possible, arrangements should be made for bringing an entire semester's worth of medication or for shipping medications to the student throughout the duration of the semester. Aon WorldAware can be a very useful resource for questions about prescription medication, availability, and restrictions. Call the WorldAware operations center at +1.312.470.3108.

Ensure that a doctor's note/prescription accompanies any controlled substances. Additionally, please pack prescription medications in carry-on luggage in their original containers.

HEALTH INSURANCE & WORLDAWARE

Health Insurance

The N.U.*in* Program requires that all participants maintain health insurance coverage that is valid in the US and abroad. Students may be covered under a domestic health insurance plan with international coverage, or a supplemental international health insurance carrier. Participants are strongly encouraged to check with their current insurance carrier to see what kind of coverage is offered abroad, as some policies will provide it, but as reimbursable costs. International students might need to arrange for coverage with a company in their home country. Most policies do not cover international students traveling in a country other than the US.

N.U.*in* England: FIE students are covered by **Endsleigh Insurance Services Limited**, which provides international student travel insurance. The cost of this coverage is included in the program fee, but please note that Endsleigh is not comprehensive medical insurance. Rather, it is travel insurance, which may cover some emergency and routine medical costs. We recommend that participants and families read the policy documents, as well as the "key facts" located under "Downloads" in the right margin of FIE's website. After consulting with their current insurance companies, students can call the Endsleigh 24/7 Helpline at +44 (0) 845 271 4472 (provide your policy reference number when calling) to obtain answers to any more specific coverage questions.

Students with questions about Northeastern University's urgent or emergency insurance can review https://provost.northeastern.edu/international-travel/health-safety/insurance/ and email insurance@northeastern.edu to reach the NU Office of Risk Services

WorldAware

WorldAware provides students with access to worldwide, access to quality health professionals, travel warnings, and emergency health and safety assistance services 24-hours a day. This can include access to logistics coordinators, doctors, security professionals, and network providers like hospitals, physicians, ambulances, and aviation resources. Membership provides students with pre-travel information and advice, rapid response, emergency help, and evacuation capabilities.

All N.U.*in* students are automatically enrolled in WorldAware, and will receive an email with information on how to access the mobile application. Once the traveler downloads the app and creates a profile, he/she is able to access helpful travel advice via the risk managed travel website, and receive alerts for his/.her travel destination. They may contact WorldAware at the following number specific to Northeastern University members: +1.312.470.3108.

For more information about the university's travel support provider please visit:
https://provost.northeastern.edu/international-travel/health-safety/travel-support-services/

Before departure, to prepare:

- Access accurate, updated information on the WorldAware mobile application.
- Visit the risk managed travel website or call the WorldAware operations center for pre-travel information (e.g. vaccination, required medications, and travel security concerns)
- Information regarding prescription medication or medical equipment.
- If you have questions about travel, contact The N.U.*in* Program office, WorldAware, or email mytravelplans@northeastern.edu.

While abroad, stay healthy, safe and secure. Contact WorldAware for:

- Health, safety and security advice.
- Access to speak with an experienced, Western-trained doctor or security specialist.
- Assistance finding a local doctor or other provider credentialed by their medical staff.
- Assistance due to the loss of travel documents or legal advice.

In an emergency, call WorldAware immediately to:

- Arrange for medical transportation or care.
- Coordinate medical fees, when approved (note: WorldAware may front costs for medical care while your personal insurance is pending, but as it is not an insurance provider it will not cover any costs).
- Monitor local conditions and receive advice via email or push alerts.
- Evacuate to a center of medical excellence if local care is inadequate.
- Provide help if one's personal safety is at risk.
- Contact family members whom the participants indicate are emergency points of contact.

Access WorldCue Mobile Application

- All participants are automatically enrolled in WorldAware and will receive an email with information on how to access the mobile application.
- Search "WorldCue" on your mobile phone application store to download.
- Access http://www.northeastern.edu/international-travel/assistance-while-abroad/
- Save the number to contact WorldAware, specific to Northeastern University: +1.312.470.3108.

NORTHEASTERN CODE OF STUDENT CONDUCT & N.U.*in* SUPPLEMENT

The Northeastern Code of Student Conduct

The purpose of the Code of Conduct is to set expectations of behavior that promote the safety and welfare of the Northeastern University community. The University seeks to provide a supportive environment that is conducive to learning, the pursuit of truth, the exchange of knowledge, the intellectual development of students, and the general good of society. In those instances where violations of the behavioral expectations occur, Northeastern University has developed policies and procedures to protect the rights of members of the University community, individually and collectively.

The N.U.*in* Supplement

This supplemental guide establishes the guidelines and processes specific to The N.U.*in* Program, as they may differ from or incorporate the Northeastern University Code of Student Conduct.

As a participant in The N.U.*in* Program, you are responsible for adhering to the rules and regulations published in Northeastern University's Code of Student Conduct, the policies of your partner institution or educational partner, and the guidelines set forth and/or referenced in the supplemental guide, as may be amended from time to time. Behavior by participants at any time during The N.U.*in* Program that is found in violation of the Code of Student Conduct, this supplemental guide, partner institution conduct policies, local, state, federal law or laws of the host country could adversely affect the educational mission of N.U.*in* and Northeastern University or its relationship with the surrounding international community and may subject participants to discipline.

The N.U.*in* Program seeks to provide participants with an opportunity to have an early study abroad experience, increase their intercultural competency, and form a supportive community that facilitates the transition from high school to college, with the opportunity to earn academic credit. In addition, The N.U.*in* Program strives to provide participants with a healthy, supportive and welcoming community. In those instances where violations of the behavioral expectations set forth in the aforementioned documents occur, The N.U.*in* Program and Northeastern University have developed procedures to address the violations, with the goal of serving the interests of members of the community, individually, and collectively.

The N.U.*in* Program site staff will administratively handle alleged violations that occur at an N.U.*in* site and involve an N.U.*in* participant. The Office of Student Conduct and Conflict Resolution, in collaboration with the NU Global Office and Northeastern University Admissions, will handle alleged violations that occur at an N.U.*in* site, involve an N.U.*in* participant, and could involve withdrawal and/or removal from The N.U.*in* Program or rescission of admission to Northeastern University. Find both of these documents on our website.

EMERGENCY PROTOCOL

Duty & Staff Availability

The first point of contact for participants is always the N.U.*in* staff. International Coordinators (ICs) live within the same building as the students, and serve in a similar capacity as Resident Assistants (RAs) in Northeastern residence halls. Additional staff may be provided by our partner institutions to assist within the residence halls or with cultural adjustment and understanding. Students should feel comfortable approaching our staff and asking for assistance or advice at any time. Travelers should familiarize themselves with the local resources which may include, residential staff, host institution staff, emergency responders on-site or in the community, etc. This information will be made available to participants during PDO and on-site orientation.

One site staff is on-call at all times, meaning that a staff member can always be reached, 24 hours a day, 7 days a week. There will be a specific on-call phone number to be distributed to students prior to departure or on arrival. Participants may contact this number for emergency reasons. Common concerns include inquiries about how to set up a doctor's appointment, visit a hospital, or navigate an emergency situation, though any question can be addressed to a staff member on duty.

Doctor & Hospital Visits

Students can request guidance at any time when it comes to medical care and visits, and site staff are always available to accompany a student to a doctor's appointment. Typically, students are seen by a local doctor for routine ailments such as a cold, cough, or sore throat. The local doctor or clinic may recommend that a student visit a hospital for any more serious injury or illness. In an emergency situation, a student may be transported directly to a hospital. Staff usually accompany students for all hospital visits, especially in emergency situations.

Escalated Incidents

Participants will typically contact the on-call phone first, and speak with the site staff on-call. Depending upon the situation, a staff member may become involved, along with any medical professionals, if needed. If an incident is more serious, the Boston office will be contacted by site staff, ensuring that all members of the N.U.*in* team are aware of any escalated situations on-site.

Parental Notification

Parents will be contacted in the event of a medical emergency. The N.U.*in* team will encourage participants to make the initial contact to their parents, though staff will reach out to parents if the student is unable to do so.

TRAVELING WHILE ABROAD

Policies for Travel While On-site

Participants may travel to locations outside of their host cities/countries if they wish. As a safety precaution, any student who leaves for one or more nights must fill out an **Acknowledgement of Risk and Informed Consent for Program Deviation** form. This online form collects information including the dates and destination, means of travel and any flight/train numbers and times, and names of other students who may be traveling as a group. This form will be made available before students arrive on site.

WITHDRAWAL POLICY

A. INTRODUCTION:

Advance planning and commitments are required to support The N.U.*in* Program. Immediately upon your deposit, N.U.*in* makes financial commitments to travel agents, as well as to each partner institution to secure housing, class space, and co-curricular activities. Therefore, a participant who withdraws from the Program at any time after deposit will be responsible for all non-recoverable expenses incurred by The N.U.*in* Program (related to the withdrawing participant). Non-recoverable expenses may include but are not limited to incurred travel costs, partner institution tuition, and housing costs. You are urged to plan carefully and are required to review and understand this withdrawal policy.

B. PAYMENT TERMS AND CONDITIONS:

1. Enrollment Deposits:

- A Fall Enrollment Deposit of $1200 is due by May 1, 2018 and a second Fall Enrollment Deposit of $2500 is due by June 1, 2018.
- These deposits secure your enrollment in The N.U.*in* Program and will be applied to your fall Program fee. Please note that these deposits are non-refundable and if a deposit is not timely made, enrollment in the Program is forfeited.

2. TuitionPay Options:

- Those electing to participate in the TMS monthly payment plan may begin their payments on June 15, 2018.

3. Deadline for Payments

- If a participant has not paid the Program fee in full or entered into a payment plan by July 5, 2018, they will not be eligible to participate in The N.U.*in* Program.

C. PRE-DEPARTURE:

Pre-departure is defined as the time between the University's receipt of your deposits and your arrival to your N.U.*in* destination. Participants who withdraw during the pre-departure period will only be refunded in the event that there is a credit after the University has assessed non-recoverable costs. The University will not refund initial deposits of $1200 and $2500. As discussed above, the University may not be able to recover costs such as non-refundable fees and charges that Northeastern University has paid on behalf of Program participants such as: flights, tuition, student fees, housing, excursions, and other Program expenses. Recoverable costs may include any portions of such fees and costs that the University is able to recover and refund to the student. If for any reason, The N.U.*in* Program is cancelled after the University has received a participant's deposit, the University may place the participant at an alternative N.U.*in* destination. If there are no alternative destinations, the participant will be refunded the deposits as well as all payments made to date.

N.U.*in* participants must adhere to the standards of conduct outlined in the Northeastern Code of Student Conduct and the N.U.*in* Program Supplemental Guide to Participant Conduct throughout the Pre-departure period. Failure to do so may result in the removal of the participant from The N.U.*in* Program and may also prompt a review of the participant's spring admission status. Any additional costs incurred by The N.U.*in* Program as a result of a participant's withdrawal will be at the participant's expense.

D. POST-DEPARTURE:

There are no refunds if the participant withdraws from The N.U.*in* Program after leaving for The N.U.*in* destination. Additionally, there are no partial refunds for course drops. N.U.*in* participants are required to adhere to the participant conduct policies outlined by their host institution, applicable Northeastern University policies and procedures, the Northeastern Code of Student Conduct and the N.U.*in* Program Supplemental Guide to Participant Conduct, as well as the policies outlined in the Acknowledgement of Responsibility and Liability Waiver form. Failure to do so may result in the removal of the participant from The N.U.*in* Program and may also prompt a review of the participant's spring admission status. Any costs incurred by N.U.*in* as a result of any violation of these policies will also be at the participant's expense (i.e., damages to host institution facilities, etc.)

E. REMOVAL FROM THE N.U.*in* PROGRAM:

If a participant is asked to leave the N.U.*in* Program in connection with violation of any applicable policy:

- No refund will be granted.
- Northeastern spring admission status will be reviewed and may be rescinded.

F. INABILITY TO OBTAIN A STUDENT VISA:

If a participant is unable to obtain a student visa:

- The participant may be refunded any recoverable costs.
- Northeastern spring admission status will be reviewed.

G. VOLUNTARY WITHDRAWAL FROM THE N.U.*in* PROGRAM:

1. Circumstances

If a participant leaves the N.U.*in* Program for the following reasons:

- Medical reasons as supported by a physician;
- Personal reasons such as homesickness, family concerns, language difficulties, adjustment issues, climate, geography, or political climate;
- The participant will be refunded any recoverable costs.
- NOTE: If a student attempts to voluntarily withdraw from the Program while disciplinary charges are pending, the voluntary withdrawal will not be approved until all disciplinary charges are resolved.

2. Voluntary Withdrawal Process:

- The participant must contact Northeastern University Undergraduate Admissions via email at nuinadmissions@northeastern.edu to review their spring admission status by December 15, 2018 or within two weeks of withdrawal, whichever is sooner.

OR

- If a participant would like to withdraw from the Program and decline admission to Northeastern University, they must complete the following steps:
    - Log into the myNortheastern portal: https://my.northeastern.edu/
    - Click "Decline Admission" under the self-service or enrollment tab.
    - Participants must fill out the pop-up window and press "go" for their withdrawal to be officially registered with the University.
    - If you have forgotten your password, you may click on "forgot password" on the login screen. If you have forgotten both your username and password, please call 617.373.4357 to get assistance in recovering your username.

H. REFUND RELATED TO PROGRAM CANCELLATION/SUSPENSION POLICIES:

If the U.S. State Department, Center for Disease Control, or University, in consultation with emergency response/safety and security providers, issues a travel alert for a country in which there is a N.U.*in* Program, The N.U.*in* Program may suspend or cancel the Program in that country and:

- In the event of program cancellation or suspension, all participants are required to return immediately to their home country or otherwise relocate as directed by the University.
- If the Program is suspended or cancelled prior to the Program start date, the University will work with participants to transfer to another N.U.*in* Program destination.
- Only recoverable Program fees, if any, will be refunded to those already participating, or preparing to participate, in that particular cancelled or suspended Program.

TRANSFER CREDIT & ENROLLMENT POLICIES

Northeastern's Transfer Credit Policy

The N.U.*in* staff has worked closely with the Northeastern University Colleges and our partners abroad to ensure that students are enrolled in courses abroad that fulfill Northeastern major, core, and elective requirements. Upon returning to campus, all courses successfully completed with a grade equivalent of a "C" or higher while in The N.U.*in* Program will appear on students' Northeastern academic records as transfer credit, but will not be calculated into their Grade Point Average. Students receive one original transcript each, which will have their grades from our partner institutions abroad should they require the transcripts to apply to graduate school or other post-undergraduate opportunities. Any additional copies will need to be requested directly from our partner institutions by students.

Enrollment in The N.U.*in* Program

Without exception, all students must successfully complete their current academic program and submit all final transcripts. Students must also submit proof of graduation, which is typically found on their final high school transcripts. Failure to submit final high school transcripts may impact financial aid awards, and failure to complete one's current academic program in good standing could result in a decision to rescind the offer of admission to The N.U.*in* Program and the university.

Matriculation to Northeastern

Participants must successfully complete their N.U.*in* Program courses during the fall semester. Failure to complete coursework and earn a grade of "C" or better could result in the need to take extra courses during the summer or subsequent semesters or a decision to postpone the student's matriculation to Northeastern University.

Disciplinary issues that have occurred since admission, at Pre-departure Orientation, while participating in The N.U.*in* Program, at Northeastern's New Student Orientation programs, during Move-In, or prior to the official start of the semester, must be fully disclosed. Northeastern reserves the right to rescind your offer of admission or engage in any appropriate disciplinary action related to these issues.

REVERSE CULTURE SHOCK

Not only may students experience culture shock while living in a foreign country, but they may also encounter "reverse culture shock." Reverse culture shock occurs when students return to their home country after having been away for an extended period of time. Symptoms of reverse culture shock resemble those of culture shock in many ways.

Reverse culture shock is usually described in four stages:

1. **Disengagement**
2. **Initial euphoria**
3. **Irritability and hostility**
4. **Readjustment and adaptation**

Stage 1 begins before you leave your host country. You begin thinking about re-entry and making your preparations for your return home. You also begin to realize that it's time to say good-bye to your friends abroad and to the place you've come to call home. The hustle and bustle of finals, farewell parties, and packing can intensify your feelings of sadness and frustration. You already miss the friends you've made, and you are reluctant to leave. Or, you may make your last few days fly by so fast that you don't have time to reflect on your emotions and experiences.

Stage 2 usually begins shortly before departure, and it is characterized by feelings of excitement and anticipation - even euphoria - about returning home. This is very similar to the initial feelings of fascination and excitement you may have when you first entered your host country. You may be very happy to see your family and friends again, and they are also happy to see you. The length of this stage varies, and often ends with the realization that most people are not as interested in your experiences abroad as you had hoped. They will politely listen to your stories for a while, but you may find that soon they are ready to move on to the next topic of conversation.

Stage 3 is characterized by feelings of frustration, anger, alienation, loneliness, disorientation, and helplessness and not understand exactly why. You might quickly become irritated or critical of others and of your home culture. Depression, feeling like a stranger at home, and the longing to go back abroad are also not uncommon reactions. You may also feel less independent than you were while abroad.

Stage 4 represents a gradual readjustment to life at home. Things will start to seem a little more normal again, and you will probably fall back into some old routines, but things won't be exactly the same as how you left them. You have most likely developed new attitudes, beliefs, habits, as well as personal and professional goals, and you will see things differently now. The important thing is to try to incorporate the positive aspects of your international experience while abroad with the positive aspects of your life at home in your home country.

SPRING: NEW STUDENT ORIENTATION & BOSTON MOVE-IN

New Student Orientation

It is mandatory for all N.U.*in* students to take part in Spring Student Orientation, held in January and hosted by the Office of Student Orientation and Parent Programs. During this orientation program, students have the chance to meet N.U.*in* students from other locations and learn their way around campus and Boston. Students prepare for the start of their academic study at Northeastern by exploring their college and major, continuing to work with their academic advisors, learning more about experiential learning, and expanding their knowledge of what makes Northeastern unique. Parents and family members of students are invited to participate along with their student in the Orientation experience.

Students must register for Spring Orientation through their myNortheastern portals, beginning in late fall. An email will prompt students to register.

Boston Move-In

N.U.*in* students move into their Northeastern housing in early January. Housing preferences are collected in early fall via an online form, and placements are made throughout late November and December. While every effort is made to accommodate housing requests, students may not always receive a placement that aligns with their preferences.

WELCOME WEEK

New students are about to embark on a life-changing journey. At Northeastern, you will engage, inspire, and transform in the rich mixture of courses, learning experiences, and activities that make a Northeastern education excellent and distinctive.

Welcome Week is packed with fun and exciting events. Students will be given many options to choose from, all with the goal of allowing you to meet your new classmates and to get to know your new surroundings. Students also have the opportunity to explore the many, diverse student organizations and clubs that they may join in the spring.

CHECKLIST

Please review The N.U.in Program website for a list of tasks that should have been completed before Pre-departure Orientation.

Academics

- ☐ Work with N.U.*in* office and academic advisor to complete course registration

Travel and Safety

- ☐ Make copies of important documents to leave at home: passport, ID, credit/ATM/debit cards (front and back), prescriptions, flight itinerary
- ☐ Save e-ticket email from Advantage Travel (typically sent week of departure)
- ☐ Explore WorldCue mobile application and website
- ☐ Check in with your health insurance provider about international coverage

Banking

- ☐ Prepare budget and make financial plans
- ☐ Check in with your bank about using credit and debit cards abroad

Communication

- ☐ Check in with your phone company about options for using your phone abroad
  *Please note: students are required to have a local cell phone number while abroad
- ☐ Help your family set up Skype, FaceTime, WhatsApp etc. to stay connected.
- ☐ Join Facebook groups for your site and follow us on Twitter/Instagram and use #NUin2018

Personal

- ☐ Gain cooking tips and tricks from your family
- ☐ Research your host city/country and get excited!
- ☐ Collect addresses of friends and family for sending postcards

NOTES

Wishing you a great semester!

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