China, Beijing (Honors)
SPRING SEMESTER 2010 PROGRAM HANDBOOK

This program is offered by International Academic Programs (IAP) at the University of Wisconsin-Madison in partnership with the Institute for the International Education of Students (IES). Throughout the course of your study abroad experience you will be communicating with both IAP and IES staff. It is essential that you pay close attention to all information provided to you from both organizations. This IAP Program Handbook supplements handbook(s) or materials you receive from IES as well as the IAP Study Abroad Handbook and provides you with the most up-to-date information and advice available at the time of printing. Changes may occur before your departure or while you are abroad.

IES handles the program’s day-to-day operations. Generally, questions about aspects of your program abroad should be directed to IES (e.g., program housing options, program facilities abroad, cultural tours offered as part of the program, etc.) Questions relating to your relationship with UW-Madison or your academics should be addressed to International Academic Programs at UW-Madison (e.g., course credits, equivalents, UW Madison registration, etc.)

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Contact Information

ON-SITE PROGRAM INFORMATION
Your contacts will be:

United States
IES
33 N. La Salle, 15th Floor
Chicago, IL 60602 USA
Tel: 800-995-2300
https://www.iesabroad.org/IES/Programs/China/Beijing/beijing.html

China
Michael Zhao
IES Beijing
PO Box 138
4th Floor, No 7 Building
Beijing Foreign Studies University
19 North Xisanhuan Avenue
Haidian District
Beijing, 100089, CHINA
1-312-602-9519 or
011-86-10-8881-6731

UW-MADISON INFORMATION
International Academic Programs (IAP)
University of Wisconsin-Madison
250 Bascom Hall, 500 Lincoln Drive
Madison, WI 53706
(608) 265 6329
(608) 262 6998 fax
www.studyabroad.wisc.edu

For Program Advising & Grades:
Erin Polnaszek
IAP Study Abroad Advisor
(608) 262 1446
eepolnaszek@bascom.wisc.edu

For Financial Matters:
Judy Humphrey
IAP Financial Specialist
(608) 262 6785
jhumphrey@bascom.wisc.edu

EMERGENCY CONTACT INFORMATION
In case of an emergency, call the main IAP number (608) 262 2851 between 7:45 a.m. and 4:30 p.m. Monday to Friday; after-hours or on weekends call the IAP staff on call at (608) 516 9440.
U.S. EMBASSY REGISTRATION

All program participants who are U.S. citizens must register at the U.S. Embassy before departure as this will help in case of a lost passport or other mishap. You can register on-line at https://travelregistration.state.gov. If you are not a U.S. citizen, register at your home country’s embassy or consulate.

American Citizen Services
U.S. Embassy, Beijing
No.2 Xiu Shui Dong Jie, Chaoyang District
Beijing, P.R. China 100600
(8610) 6532-3431
amcitbeijing@state.gov

Program Dates

Spring Semester 2010

Depart USA: February 5, 2010
Beijing Arrival: February 6
Beijing Departure: May 30, 2010

*Please refer to these dates when booking airline tickets and be sure to confirm that the plane ARRIVES in Beijing on the correct day. If you fly from the U.S., you will cross the International Date Line en route to China.

Preparation Before Leaving

IMMIGRATION DOCUMENTS

Passport: A passport is needed to travel to China. Apply immediately for a passport if you do not already have one. Passport information and application forms can be found on the U.S. State Department website http://travel.state.gov/passport/. If you already have your passport, make sure it will be valid for at least 6 months beyond the length of your stay abroad.

Visa: Participants will need to obtain a student visa for this program. IES provides detailed information on the visa process in their acceptance materials online, which you should follow closely. Contact IES with questions regarding the visa process.

Travel and Arrival

Travel and arrival Information will be provided by IES.
The Academic Program

GENERAL INFORMATION
Contemporary Issues seminars are taught in English by scholars from leading academic institutions in China and the U.S. Each course is taught one-at-a-time and features extensive field trips, experiential learning, and travel study. With daily seminars and discussions of 2-3 hours, along with journaling, presentations, and other challenging assignments, students are immersed in an intellectually exciting and in-depth engagement with China.

While students take only one course at a time, the pace of study is very demanding. Lectures and reading assignments cover large amounts of material in a short amount of time. You should be prepared for an intense learning experience with continual integration and reflection on what you are learning throughout the semester. To help facilitate this integration, the Center will organize weekly roundtable discussions with staff, faculty, and on occasion, local experts.

IES CONTEMPORARY ISSUES
IES students begin the program with intensive language training, followed by a two-week Introduction to Chinese History and Civilization seminar. Following this initial set of introductory courses, the students embark on a series of three rigorous seminars taught at an accelerated pace, while they continue with their daily Chinese studies. Students take 11 credits in area studies classes and 4 credits of Chinese language during the term. The Contemporary Issues in China Program is structured around six distinctive “blocks”, which all students must take. The last three blocks of the semester each feature a 3-credit 300-level course on China as well as a continuation of the Chinese language classes. Each block lasts three and a half weeks and a long weekend is provided at the end of blocks 4 and 5 to allow students time to travel independently in China.

ORIENTATION
In order to assess your language skills, you will be required to submit an online language questionnaire prior to departure. During Orientation onsite, you will take oral and written placement exams and meet with IES staff who will help determine your language level.

COURSE INFORMATION
Courses: Students attend classes Monday through Friday. Language classes are a mandatory and key component of the curriculum.

Language classes are offered at beginning through advanced levels. Students are placed in appropriate language classes based on a proficiency examination given in Beijing at the beginning of the program.

Most weeks you will have four hours of private tutorial with a Chinese student tutor who will help you with pronunciation, conversation, and course work and with whom you may work on any extra materials of your own choosing. Your tutor may also form an important social contact for you.

Registration: Registration information will be provided by IES. In general, IES will communicate with you by email. You will receive detailed information on courses and requirements in your
online IES acceptance materials. Read all of the IES materials carefully and return all IES forms directly to IES by their deadline date.

**Equivalents and Course Equivalent Request Form (CERF):** Each course you take abroad must be assigned a UW-Madison “equivalent” course in order for your grades and credits to be recorded on your UW-Madison transcript. In order to establish UW-Madison course equivalents for your study abroad courses, you will submit a Course Equivalent Request Form (CERF). Information on the UW course equivalent process is available in the IAP Study Abroad Handbook.

**CREDITS**
**Conversions:** Students take 11 credits in area studies classes and 4 credits of Chinese language during the term.

**Limits and Load:** The recommended course load for UW-Madison students is 15 credits per semester.

**Honors credit:** Students on this program will receive honors credit for course work taken. It will show up on your transcript and count as honors credit does on campus. The student does not need to do anything extra to earn the honors credit designation for this program.

**PASS/FAIL/DROP/AUDIT**
Please refer to the IAP Study Abroad Handbook for academic policies.

**GRADES AND GRADE CONVERSIONS**
In content courses, students are graded on the basis of attendance, quizzes, exams, presentations, and sometimes a final paper. In the language courses, assessment is based on a mid-term and final exam, quizzes, homework, and participation. Final examinations or term papers count up to 40%. Letter grades of A, B, C, D to F are given with pluses or minuses.

IES will report grades to UW Madison using their IES equivalent grades. The grade conversion scale for this program is as follows:

<table>
<thead>
<tr>
<th>IES Equivalent</th>
<th>UW-Madison Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+/A</td>
<td>A</td>
</tr>
<tr>
<td>A-/B+</td>
<td>AB</td>
</tr>
<tr>
<td>B</td>
<td>B</td>
</tr>
<tr>
<td>B-/C+</td>
<td>BC</td>
</tr>
<tr>
<td>C/C-</td>
<td>C</td>
</tr>
<tr>
<td>D+/D/D-</td>
<td>D</td>
</tr>
<tr>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

**Living Abroad**
Educate yourself about your host country. Read the Preparing to Live in Another Culture section of the IAP Study Abroad Handbook. Consult the following resources as well as travel books and
program binders in the Study Abroad Resource Room (250 Bascom Hall). Remember- it won't be possible to prepare yourself completely. There will be situations you will not have anticipated and your flexibility will determine in great part the kind of experience you will have while abroad.

Websites of Interest:
UW-Madison International Academic Programs (IAP):
http://www.studyabroad.wisc.edu

IES website:
https://www.iesabroad.org/IES/Programs/China/Beijing/Contemporary_Issues/beijingContemporary.html

For more general travel information:
http://www.worldwide.edu
U.S. State Department information:
http://studentsabroad.state.gov/

Center for Disease Control (CDC):
http://www.cdc.gov/travel/

Lonely Planet Guidebook:
http://www.lonelyplanet.com

Useful Travel Books:
Fodor’s Guides
Frommer’s Travel Guides
Let’s Go
Lonely Planet
Michelin Guides
Rough Guide

Communications
When making calls, keep in mind time zone differences (www.timeanddate.com/worldclock). To make an international call to the United States, dial the access code for the country from which you are calling plus the United States country code (always “1”) followed by the appropriate U.S. area code and local number. To call internationally from the United States, dial “011”, the country code, city access code (if necessary) and the phone number. Country and city codes can be found online (www.timeanddate.com/worldclock/dialing.html). Some of above steps can vary if you are using a calling card.