Legon, Ghana – Spring 2010
IAP Program Handbook

Congratulations on being selected to participate in the study abroad program in Legon, Ghana!

This program is offered by International Academic Programs (IAP) at the University of Wisconsin-Madison in partnership with the Council for International Educational Exchange (CIEE). Throughout the course of your study abroad experience you will be communicating with both IAP and CIEE 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 CIEE 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.

CIEE handles the program’s day-to-day operations. Generally, questions about aspects of your program abroad should be directed to CIEE (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.)

This program handbook contains the following information:

Contact Information ............................................................................................................. 1
Program Dates .................................................................................................................... 2
Preparations Before Leaving ............................................................................................... 2
Travel and Arrival Information ............................................................................................. 3
The Academic Program ....................................................................................................... 3
Living Abroad ...................................................................................................................... 5
Student Testimonials .......................................................................................................... 6

Contact Information

CIEE On-Site Contact
Dr. Kwasi Gyasi-Gyamerah
Private Mail Bag 31
CIEE
School of Res. and Grad. Studies
University of Ghana
Legon, Ghana
West Africa
Tel: (233) 24-462-2251 (mobile)
Email: KGyasi-Gyamerah@ciee.org

CIEE Pre-Departure Contact
Victoria Fletcher, Enrollment Officer
CIEE – Ghana Program
7 Custom House Street, 3rd Floor
Portland, ME 04101
Tel: 1-207-553-4103
Fax: 1-207-253-0697
E-mail: vfletcher@ciee.org
Emergency Contact Information
In case of an emergency, call the main IAP number (608) 265-6329 between 7:45 a.m.-4:30 p.m. Monday-Friday; after-hours or on weekends call the IAP staff on call at (608) 516-9440.

In an emergency, you or a family member can call CIEE 24 hours a day at 1-800-40-STUDY (from the US) or 207-553-7600 (US and overseas). This number is monitored 24 hours per day and will put you in touch with CIEE program staff in Maine.

Embassy Registration
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 online at: https://travelregistration.state.gov. If you are not a U.S. citizen, register at your home country’s embassy or consulate.

U.S. Embassy
No. 19 Fifth Link Road
Cantonments, Accra
Telephone: (233) 21-741-100 Fax: (233) 21-741-362/741-426
After Hours Emergency: (233) 21-741-775
Email: acsaccra@state.gov
Web: http://accra.usembassy.gov/

Program Dates
Spring 2010: January 8 – May 15

*for more detailed program dates and breaks, please see your CIEE program handbook

Preparations Before Leaving
Refer to the Pre-Departure Checklist on pages four and five of the IAP Study Abroad Handbook as well as your CIEE program handbook for essential information.
Immigration Documents
Participants will need to obtain a student visa. CIEE will provide program participants with application instructions as well as necessary documents to apply for the student visa. Contact CIEE with any specific visa questions.

Travel and Arrival Information
Travel and Arrival Information will be provided by CIEE.

The Academic Program

General Information
The University of Ghana was established in 1948 as the University College of the Gold Coast, an affiliate college of the University of London. Following Ghana’s independence in 1957, it was reorganized as the University of Ghana and in 1961 began to award its own degrees. The university is located on a large park-like campus in the suburb of Legon, about nine miles northeast of downtown Legon. The university has a student enrollment of about 20,000 and a faculty of 400.

The CIEE program is designed to provide you with a broad understanding of contemporary Ghanaian culture, society, and politics as well as a working knowledge of Twi, a major Ghanaian language. Although the university has been adopting American academic customs, the British teaching style still dominates at the university. As a result, lectures rely heavily on the final paper or exam to assess student performance allowing students greater responsibility and initiative in a less structured environment. Teaching methods at the university normally involve a mixture of lectures, tutorials, seminars, and, in the sciences, laboratory classes.

The program also includes a required six week CIEE Twi Language course. This course is attended only by CIEE program students and meets for the first six weeks of the program. The remainder of the University of Ghana classes will have host country nationals, Americans, and other international students. Students are required to undertake a full program of courses, including all prescribed assignments and written examinations.

Students interested in examining the developmental challenges facing Ghana today can enroll in the Development Studies track. Participants take a seminar course and integrated internship as well as Twi Language and two additional university courses. Internship placements are available within a variety of local NGOs, schools, clinics and hospitals, and community-based organizations. By combining in-class analysis of Ghanaian culture, history, family issues, politics, health care, and media with field-based practical training in and around Legon, students explore Ghanaian and global perspectives and think critically about the current issues impeding social and economic growth in Ghana. Students must apply for the Development Studies Track prior to arrival in Ghana. Students may also choose to complete an internship without participating in the track and also much apply prior to arrival in Ghana.
**Registration**
Registration information will be provided by CIEE. In general, CIEE will communicate with you by email. You will receive detailed information on courses and requirements in your online CIEE acceptance materials. Read all of the CIEE materials carefully and return all CIEE forms directly to CIEE by their deadline date.

Students should review their academic plan with their academic advisor before departure. The first step in the plan is to develop a list of courses offered at the home institution that fulfill requirements or electives. Students should then bring the course outlines for these courses to Ghana. Once at the University, students are able to identify the courses that are equivalent. Courses are offered in many disciplines. All degree courses have a three-digit number in one of the following ranges. The third digit of the course number is zero for a course that is offered both semesters. Odd numbered courses are offered in the fall semester only, and even numbered courses are offered in the spring semester only.

Second Year courses are numbered from 200–299
Third Year courses are numbered from 300–399
Fourth Year courses are numbered from 400–499

It is important to note that due to final exam scheduling constraints, students must select all of their elective courses from the same level e.g. take all their courses in the 200, 300, or 400 level. University of Ghana does not allow for students to take a mixture of year range courses. Visit [www.ug.edu.gh](http://www.ug.edu.gh) for more details.

**Course Information**
A full course load is five courses including a required Ghanaian language course (Twi) and one African Studies course from the core curriculum. More specific course information will be provided by CIEE.

**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**
CIEE requires that students enroll in at least 15 credits per semester. The recommended credit load for the semester is 15-18 credits. Most courses are worth three UW-Madison credits (including the required language course), although there are some courses that are worth less and others more. Courses that are three credits usually meet for three hours per week, although one of those hours is normally set aside for tutorials.

**Pass/Fail/Drop/Audit**
Please refer to the IAP Study Abroad Handbook for Academic Policies.

**Grades and Grade Conversions**
Students are normally graded based on a mid-term and final examination. The grading scale at the University of Ghana is significantly different from grading at most American
Universities. CIEE will discuss this further at your orientation program in Ghana. At the end of the program, CIEE issues official academic records for all participants. The grading conversion scale from CIEE to UW Madison is listed below and also available in your IAP Study Abroad Handbook.

The assignment of grades for regular university courses can sometimes be a lengthy process causing some delay in the reporting of final grades to CIEE and UW-Madison. Consult your CIEE program handbook for more details.

<table>
<thead>
<tr>
<th>CIEE Grade</th>
<th>UW-Madison equivalent grade</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).

**Websites of Interest:**
- UW-Madison International Academic Programs (IAP): [http://www.studyabroad.wisc.edu](http://www.studyabroad.wisc.edu)
- CIEE website: [http://www.ciee.org](http://www.ciee.org)
- For more general travel information: [http://www.worldwide.edu](http://www.worldwide.edu)
- U.S. State Department information: [http://travel.state.gov](http://travel.state.gov)
Communication
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.

Refer for your CIEE handbook for detailed information regarding communicating via telephone, email, and mail while in Ghana.

If you don’t know about Skype yet, check it out (http://www.skype.com/)! It is a great resource for making free computer to computer calls, and cheap computer to phone calls.

Student Testimonials
The testimonials below are from past participants; they reflect various students’ experiences and are included to provide different perspectives. IAP does not endorse any specific view expressed in this section.

Preparations Before Leaving
I wish that I had left lots of clothing and toiletries at home, everything except eye-contact solution can be found there.

Buy a guidebook; they can be very helpful when traveling (Lonely Planet).

Travel and Arrival Information
Traveling was great and cheap, it allowed you to see as much as possible in Ghana.

Not much money needed in the beginning, the first few days are all taken care of.
I used traveler’s checks and they worked great! Debit cards are a great second option to have with you in case of an emergency, but watch out for the fees!

Academic Program
Not as much homework as in Madison, it depends on the courses that you take, I probably studied for 4 hours a week.
The final exams there are worth 100% of your grade, don't wait until finals week to study!

Be ready for an academic environment that is definitely different than Madison! But if you want things to be just like they are in Madison, then you shouldn't go to Ghana!

**Living Abroad**
It's just the right amount of "roughing it." When you're going to Africa you have to expect some things to be different.

I stayed in an off-campus house with other American students. I very much enjoyed living there. We were a great support network for each other. I did have less of a university community experience, but was able to to instead live in the local community.

The family I stayed with was wonderful I would highly recommend doing a homestay to any student studying abroad, it gives you excellent insight into Ghanaian life.

Reach out and show that you are interested in getting to know people.
Make the most of your time, don’t waste time hanging out in the dorms when there is so much to see and do.

Health issues are fine. There are plenty of hospitals to tend to needs. The staff is always very concerned when someone was sick and willing to help.

Once I got into Ghana, I felt safer than I thought I would. Ghana was very safe.

[Women] be careful of how you dress, longer skirts are better. Just understand your foreign presence.

Things move at a much slower pace and often not as logically as you would expect them too which can be frustrating. You have to be patient, and understand that your not going to be able to explain or understand everything, but that is one of the things that I came to enjoy.