Transnational Perspectives in Democratic Education (TPDE), London England – Summer 2010
IAP PROGRAM HANDBOOK

This program is offered by International Academic Programs (IAP) at the University of Wisconsin-Madison in collaboration with the School of Education at UW-Madison. This IAP Program Handbook supplements handbooks or materials you receive from the UW-Madison School of Education 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.

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Contact Information

ON-SITE PROGRAM INFORMATION

Your primary contact will be:
Diana Hess
UW Madison Professor and Resident Director
256d Teacher Education
263-4571
dhess@education.wisc.edu
608-234-0826
She will also have a cell phone number in
London that she will share with you.

Other Contacts:
Michael Apple
UW Madison Professor
apple@education.wisc.edu

Cell in London:

UW-MADISON INFORMATION

International Academic Programs (IAP)
University of Wisconsin-Madison
250 Bascom Hall, 500 Lincoln Drive
Madison, WI 53706
Tel: 608-265-6329, Fax: 608-262-6998
Web: www.studyabroad.wisc.edu

For Program Advising & Grades:
Kate Hamoonga
IAP Study Abroad Advisor
(608) 265 6296
hamoonga@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) 265 6329 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.
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.

United States Embassy
24 Grosvenor Square
London, W1A 1AE
United Kingdom
+44 (0)20 7499 9000
http://www.usembassy.org.uk

Program Dates

SUMMER 2010

Pre-departure meeting: June 24 1-4pm in Room 267 of the Teacher Education Building

Course in London
Tuesday June 29: Arrival and Check-in at College Hall
   Registration will be in the afternoon and there will be an evening reception for all students.
   More details about the time and location of registration will be available soon.
Wednesday June 30 – Friday July 2
   Class will start at 9am and end at 4 or 5pm. You will have the evenings on your own.
Saturday July 3 – Sunday July 4
   Free weekend
Monday July 5 – Tuesday July 6
   Class will start at 9am and end at 4 or 5pm. You will have the evenings on your own.
Morning of July 7: Check out of College Hall

Post-session: July 22 1-4pm in Room 267 of the Teacher Education Building

Preparation Before Leaving

IMMIGRATION DOCUMENTS

Passport
A passport is needed to travel to England. 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.

Student Visitor Visa Letter
The length of your program is less than 6 months, so a Student Visitor Visa is required. You will be entering the UK as a Student Visitor, which requires you to provide the Immigration Officer with specific
documentation upon your arrival in the UK. You may not work or extend your stay in the UK as a Student Visitor. The following items are absolutely required when you enter the UK:

1. **Original letter from UW-Madison that provides details about you and the program.** You will receive this letter at your pre-departure meeting.

2. **Necessary funds to pay for your course fees and support yourself for the entire period you intend to stay in the UK.** Student Visitors in London should be prepared to demonstrate £800 per month for the duration of the program. This can be in the form of scholarship, grant, or other financial aid award letters as well as bank statements in your name which are dated no more than one calendar month before you arrive in the UK.

3. **Your willingness to leave the UK once your course of study is complete.** You must show return tickets or an itinerary with your name and information on them.

4. **Your valid US Passport.** Your passport should not expire while you are in the UK.

You will receive a stamp in your passport when you present your documents. If you travel outside of the UK during your program, you must show the Immigration Officer your Student Visitor Stamp, along with the documents outlined above, in order to re-enter the UK. If you are a non-US passport holder please contact your Study Abroad Advisor.

Further information can be found on the UK Border Agency’s website: [http://www.ukba.homeoffice.gov.uk/studyingintheuk/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/)

**HANDLING MONEY ABROAD**

The official currency of the United Kingdom is the Pound (GBP) As of 4/2010, the exchange rate was $1 USD to .66 pounds. It is suggested that you exchange or withdraw money at the airport when you arrive in London so that you have pounds to pay for your transportation from the airport and other incidental expenses.

**ATM/Debit Cards**

By far, the easiest and most convenient way to draw money from a U.S. bank is by using an ATM card. There are a large number of cash (ATM) machines in London (and throughout Europe) which connect with systems such as CIRRUS and PLUS. Usually, the exchange rate at ATM machine is as good if not better than at a bank. It is important that you talk to your bank in advance about your plans to travel abroad. You should check with them to see if your ATM card will function properly in the UK, if you need to use a different PIN abroad, and if there will be any fees and service charges while you are abroad. Also, check the maximum amount you can withdraw in one day as this can vary from bank to bank. You may want to consider taking an extra ATM card with you in case yours gets demagnetized or eaten in an ATM machine.

Many restaurants and retailers in London now use the “Chip and Pin” method of verifying a card payment to reduce fraud and counterfeits. Basically, it usually entails entering your PIN number instead of signing the receipt. However, many cards from America have not been upgraded to this system. Most places will just let you sign as usual, but some will not. Therefore, you may have to utilize one of
the many ATMs located around London and pay cash. You might need to ask the establishment if they accept cards without a “Chip and Pin.”

Credit Cards
Most major U.S. credit cards can be used worldwide and are extremely valuable in a financial emergency. Master Card and Visa are the most widely accepted cards worldwide and Discover cards are often not accepted in the UK or throughout Europe. Be sure to record your credit card number and emergency card numbers in a separate place in case your card is stolen or lost. In general try not to let your card out of your sight during any transactions to reduce chances of fraudulent copying.

Be aware that credit card companies do charge a fee for “cash advances” if you choose to take money out of an ATM using a credit card. Be sure you know what these fees are before you leave the U.S. as well as the maximum daily withdrawal. Typically, the amount charged to your credit card bill is based on the exchange rate on the day that your bank or credit card company processed the transaction.

Banks
The four main banks in the UK are National Westminster, HSBC, Barclays, and Lloyds. Their services are very similar and they have branches all over the UK.

International Student ID Card (ISIC) – For students under 26 years old!
This card will be useful to you in Europe, entitling you to a number of reduced student rates in fees and ticket including museums, concerts, movies, and rail and air travel. Information on the card is available on-line at http://www.isiccard.com. ISIC cards can be purchased at STA Travel on State Street.

PACKING
- Important documents (passport, emergency contact information, health insurance card, ATM card, money, etc.) should be in your carry-on luggage. Also, make sure that you make a copy of important documents and leave them with a friend or family member back home to access in the case of an emergency.
- Take enough prescription medication to last the duration of the program. Keep prescription medication in their original packaging and carry a letter/prescription from your doctor explaining your condition and use of medication. Prescriptions should be packed in your carry-on luggage.
- Leisure clothes (Londoners tend to dress up a bit more even in leisure settings)
- Jacket
- Umbrella
- Toiletries
- Small towel (One towel is provided in the room, but there is no bath mat. If you bring a towel, you can use one of the two for the floor)
- Course related materials: Bring the readings (which will be available on-line by May 15)
- A London map
- Valuable items, expensive jewelry, and items that cannot be replaced should be left at home.

Electronics
English electricity runs on 240 volts, while U.S. runs on 110 volts. Hence, if you plan to bring any electrical appliances (computer, hairdryer, electric razor, radio, etc.), you will need to purchase in the U.S. both a converter for the voltage and an adapter to fit British sockets, both of which are different from those in Europe. Almost all newer laptops (as well as camera and cell phone chargers) have built-
in converters in their power supplies that will allow you to switch between the different voltages. Therefore, all you would need is a plug adapter to fit your American plug into an English socket. This can be found at most travel stores in the U.S. Be sure to check if your computer has duel voltage capabilities. Radio Shack, Best Buy, or another appliance store can help you find voltage converters.

Travel and Arrival

DIRECTIONS TO COLLEGE HALL

If you are coming from Gatwick Airport, the easiest way to get to College Hall by public transport is by taking the Thameslink Train from Gatwick to St Pancras. From here you could take the circle line tube to Euston Square or the Piccadilly Line tube to Russell Square and then walk. You could also take a black cab from St Pancras which would not cost much more than the underground. (please provide detailed directions—or a website URL they could access)

If you are coming from Heathrow, there are two options:

You can get the Heathrow Express to Paddington. From there you can get a black cab or get the tube to Euston Square and get a cab or walk from there. This could be costly depending on the time of day that you arrive and is not a lot quicker than the second option.

Get the Piccadilly Line Tube from Heathrow to Russell Square which takes about 50 minutes and is considerably cheaper than option 1. You can then walk or take a cab from Russell Square.

Cabs can of course be taken from both airports but would be quite expensive, especially Gatwick.

The Academic Program

DESCRIPTION OF THE PROGRAM

This intensive program is aimed at educators following doctoral or masters programmes. It explores transnational perspectives on democratic education by drawing on experience and scholarship from three continents. It combines keynote lectures; active workshops and a programme of visits. It is offered as part of an accredited programme or as a short course.

The aims of this program are:

- To explore transnational perspectives on democratic education by drawing on experience and scholarship from three national contexts.
- To provide opportunities for in depth engagement both with leading scholars acting as faculty and with students from other universities.
- To engage with institutions and cultural artefacts in the host city relevant to struggles for democracy and education.

The themes addressed are:

- Education and democracy. Why study democratic education, and why now? Tensions and challenges in democratic agendas in different national and transnational contexts.
- What is citizenship? Changing forms and challenges (national, cosmopolitan, diverse).
What is democratic education? Promoting deliberation, talk and debate
Diversity and inclusion: policies and responses in different national settings
Civil rights, human rights and the law: struggles for justice.
Student voice and youth participation: new forms and sites of democratic participation.

Activities and workshops include: seminar at UK parliament; visit to schools implementing human rights and citizenship education; engagement with NGO educators; guided museum visit.

Core faculty team: Professor Diana Hess, University of Wisconsin-Madison; Dr Julie McLeod, University of Melbourne; Dr Hugh Starkey, Institute of Education London.

Other keynote presenters (subject to confirmation): Professor Michael Apple; Professor Gloria Ladson-Billings; Professor Ann Phoenix; Dr Shakuntala Banaji; Dr Ani Wierenga.

DAILY SCHEDULE OF ACTIVITIES
You will receive more information by May 15.

REGISTRATION AND CREDIT
You should not register for C&I 975. IAP will register you for 3 placeholder credits for the summer session. Upon successful completion of the course, these placeholder credits will be replaced by 3 credits of C&I 975. These credits will most likely appear on your transcript by the end of the summer.

GRADING
You will receive the syllabus by May 15. This will explain how to access the website, what assignments need to be done in advance, and the details for the final paper.

Living Abroad

LONDON
First-time visitors to London are often dazzled by its diversity, if slightly overwhelmed by its size. However, if you view London as the sum total of all its smaller parts you will find it easier to explore and to discover its many hidden treasures for yourself. Whether exploring the markets in Camden, the museums of South Kensington, or the performing arts scene on the South Bank, London can yield a pearl in each small area of the city. London offers more than the guidebooks can show you. While tourist spots like Buckingham Palace and the Houses of Parliament should not be missed, London will be more thoroughly enjoyed if you venture down side streets and mingle with the locals in their own neighborhood haunts.

For more information about London and what to see and do during your free time, it is suggested that you purchase a travel guide (eg. Lonely Planet, Frommers, Fodors)

HOUSING
You will be staying in a single room at “College Hall” at the University of London for the duration of your program. Your housing expenses are included in your program fee and a room will be reserved on your
behalf. More information about the Hall can be found here as well as a virtual tour: http://www.halls.london.ac.uk/student/college/Default.aspx

College Hall was opened in 1882 in Byng Place to provide accommodation for the rising numbers of female students at the University of London. It was recognized as a hall of residence for women students by the Senate of the University of London in 1910. College Hall has recently undergone a major renovation/building project and only re-opened in October 2007.

During term time, College Hall accommodates 357 full time students of the various colleges and institutes of the University of London. Once the students have departed from the Hall however, accommodation is rented from early June to late August.

College Hall has a number of communal spaces for socializing, both indoor and an outdoor garden. There are no kitchen facilities in the hall but there are pantries on each floor. The pantry contains a fridge, (items left at the individuals risk I am afraid), a sink, a microwave and an iron and ironing board. Laundry facilities are available for a fee. Breakfast is included. There is internet access in the room but patrons must agree to the acceptable use policy that can be found here: http://www.ja.net/documents/publications/policy/aup.pdf

College Hall is very centrally located in London with most of the major attractions within walking distance or a short bus or tube ride away. The nearest Underground stations are Russell Square, Goodge Street and Euston Square.

If they have the availability, individuals can book extra nights prior to and after the program, in the same room if possible. Please clearly state the group you are with when inquiring.

Bursar’s Office
Hughes Parry Hall
19 – 26 Cartwright Gardens
London
WC1H 9EF
Phone: +44 (0) 20 7383 4328
E-mail: info.college@london.ac.uk

HEALTH AND SAFETY

If you have physical or mental health conditions or prescriptions, it is recommended that you meet with your doctor prior to departure for London.

IAP is dedicated to maintaining the personal safety and security for each of our study abroad participants. Our office takes necessary precautions, remains in close contact with program staff and works with them in case of an emergency. You are encouraged to contact your IAP Study Abroad Advisor if you are concerned about your safety or welfare.

U.S. citizens are encouraged to exercise the same level of caution they would in major cities or tourist areas throughout the world. Local law enforcement agencies have limited capabilities and do not act according to U.S. standards. Travelers should minimize driving at night, especially outside urban areas. Americans should walk or exercise with a companion, bearing in mind that crowded tourist attractions and resort areas popular with foreign tourists are common venues for criminal activities. Travelers should ignore any verbal harassment, and avoid carrying passports, large amounts of cash, jewelry or
expensive photographic equipment. A common scam involves one person dropping change in a crowded area, such as on a bus. When the victim tries to assist, a wallet or other item is taken.

**Alcohol and drug use**

Cross-cultural differences exist in the consumption of alcohol. Depending on your host country, you may find the availability and public consumption of alcohol greatly increased or decreased. Often, rules about the acceptability of alcohol use in certain situations or contexts are very different than in the United States. Excessive drinking can impact your health during the program, impair judgment, lead to risk or harm to yourself or others and have an effect on your academic performance.

Penalties for use or possession of illegal drugs can include jail terms, hard labor, and even the death penalty. Neither the U.S. Embassy nor the program offices are able to exercise effective pressure to moderate these penalties. If you are arrested, you are subject to the host country’s laws and neither the UW-Madison’s IAP office nor the U.S. Embassy can protect you from the local legal consequences. While on an IAP study abroad program, you are responsible for obeying all local laws. If IAP learns that program participants are using drugs or breaking other local laws, participants will be confronted and may be asked to leave the program.


**CISI INSURANCE**

Health insurance is included in your program fees and is provided by Cultural Insurance Services International (CISI). CISI insurance covers travel to other countries and provides medical evacuation and repatriation benefits. Still, it is important to arrange for continuation of your regular health insurance coverage while you are studying abroad. A copy of the insurance policy is available on IAP’s Web site: [http://wwwstudyabroad.wisc.edu/insurance/index.html#CISI](http://wwwstudyabroad.wisc.edu/insurance/index.html#CISI).

CISI insurance coverage generally will start a day or two before the official program start date and terminate within a week of the program’s conclusion. You will be able to access your CISI card through a web-based portal that will be linked through your My Study Abroad account. IAP will email you instructions on how to download the cards when they are available. You may then print the personalized ID card, which you should take with you and keep on your person during the duration of your program. You will also have access to brochure explaining the policy coverage. You can store the PDF to your computer files for safe keeping/e-mailing to your parent or whomever you wish. Note that the card comes as a PDF. Mac users have been unable to download the card using the Safari browser. Firefox has worked on Macs to get the cards.

Coverage of pre-existing health conditions has special provisions. Please refer to your CISI brochure for details on the provisions for coverage eligibility. You should also check with your current health insurance provider to see if you are covered internationally.

Doctors and hospitals outside of the United States often expect immediate cash payment for health services. You may need to pay up front for medical expenses and send a CISI insurance claim form along with the original receipt to CISI for reimbursement. CISI insurance claim forms can be found in the online brochure found in the Pre-Departure Info tab of My Study Abroad or on IAP’s Web site: [http://wwwstudyabroad.wisc.edu/insurance/index.html#CISI](http://wwwstudyabroad.wisc.edu/insurance/index.html#CISI).
For questions regarding the CISI insurance policy, claims, status of reimbursements for claims, or to extend your CISI coverage contact:
Cultural Insurance Services International (CISI)
Tel: 203-399-5183 · Fax 203-399-5596
www.culturalinsurance.com

For medical referrals and information abroad, emergency medical assistance, or questions regarding medical evacuations or repatriation, contact:
CISI TEAM ASSIST (24-hour emergency assistance)
From the U.S. call: 877-577-9504
From outside the U.S. call collect: 1-240-330-1520
Email: OPS@europassistance-usa.com
CISI Policy Number: GLM N04835256
ASSIST ID#: GLM N04835256

COMMUNICATION

Telephone
When making calls, keep time zone differences in mind. From Madison, London is six hours ahead. To make an international call to the United States, dial the access code for the country from which you are calling (for the UK it is “00”) 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 the access code (011), the country code (44) city access code (20) and the phone number. Country and city codes can be found online <www.timeanddate.com/worldclock/dialing.html>.

If you were calling the IAP main office from London, you would dial:
00-1-608-265-6329
If you were calling College Hall from Madison, you would dial:
011-44-20-7383-4328

Skype
Skype is a free, downloadable software application that allows users to make live video and voice calls over the internet. Skype users can also add money to their account and can then use the service to call land lines and cell phones internationally at very low rates. Additionally, Skype also provides an instant messaging function as well as file sharing.

To create a Skype account, users must download the application from www.skype.com and create a user name and password. Once the application is installed onto their computer, they can search for friends either by first and last name or using their friends' Skype usernames. Once a friend is added to a users contact list, they will be able to see whether that person is available to chat. If two users both have web-enabled video cameras for their computers, they will be able to chat face to face. For users without a web cam, a microphone is all that’s required for calls to another computer.

WEBSITES OF INTEREST

International Academic Programs (IAP) at UW-Madison:
www.studyabroad.wisc.edu

General Orientation Information:
www.worldwide.edu/travel_planner/index.html
(includes topics such as culture shock, international travel, etc.)

U.S. State Department:
travel.state.gov

U.S. State Department Students Abroad site:
http://www.studentsabroad.state.gov/

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

Current Exchange Rates:
http://www.oanda.com