

MISEN Institution Reference Handbook

August 2013



IAMSCU

International Association of Methodist Schools, Colleges, and Universities



Methodist International Student Exchange Network

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MISEN Overview

Institutions participating in MISEN (the Methodist International Student Exchange Network) have agreed to the MISEN Exchange Agreement and paid the associated fee. Under the MISEN framework, students will pay tuition at their home institution while earning credit at a host institution.

The purpose of this document is to act as a source of information for all MISEN representatives, and to provide a means of connecting the participants. The information held in this document reflects that which is held on the website but includes more information that will assist representatives with advising their students.

MISEN Vision

MISEN connects participating institutions in the Methodist tradition, allowing their students to study at an institution in another country and receive academic credit at their own institution. Under the umbrella of the International Association of Methodist Schools, Colleges and Universities (IAMSCU), MISEN will facilitate the international awareness of students in all participating institutions.

Following in the Methodist tradition, MISEN will challenge, inspire, and support our students as individuals to grow intellectually, personally and spiritually, and achieve their best. The MISEN study abroad will contribute to the promotion of social justice and to counter prejudice and intolerance in whatever form that takes by encouraging mutual respect and understanding.

Studying abroad at participating institutions in the Methodist tradition will prepare our students to be responsible citizens and leaders in a fast-changing and complex world, respecting not only the value of cultural diversity but also our common humanity. We are committed to serving the needs of the local community in which the educational institution is situated, whilst also generating an understanding of the concept of service to all communities, national and international.

How does MISEN work?

General Overview:

MISEN is a pilot program coordinated by the International Association of Schools, Colleges and Universities (IAMSCU) to promote and facilitate study abroad opportunities within the existing IAMSCU network. Institutions participating in this multilateral exchange network are members of IAMSCU, have signed the MISEN Exchange Agreement, and paid the associated fee.

MISEN Agreement:

The MISEN Agreement is used to delineate responsibilities of all potential stakeholders, including the home and host institutions, exchange officers, exchange students and the network manager.

According to the MISEN Agreement, participating institutions must pay an annual

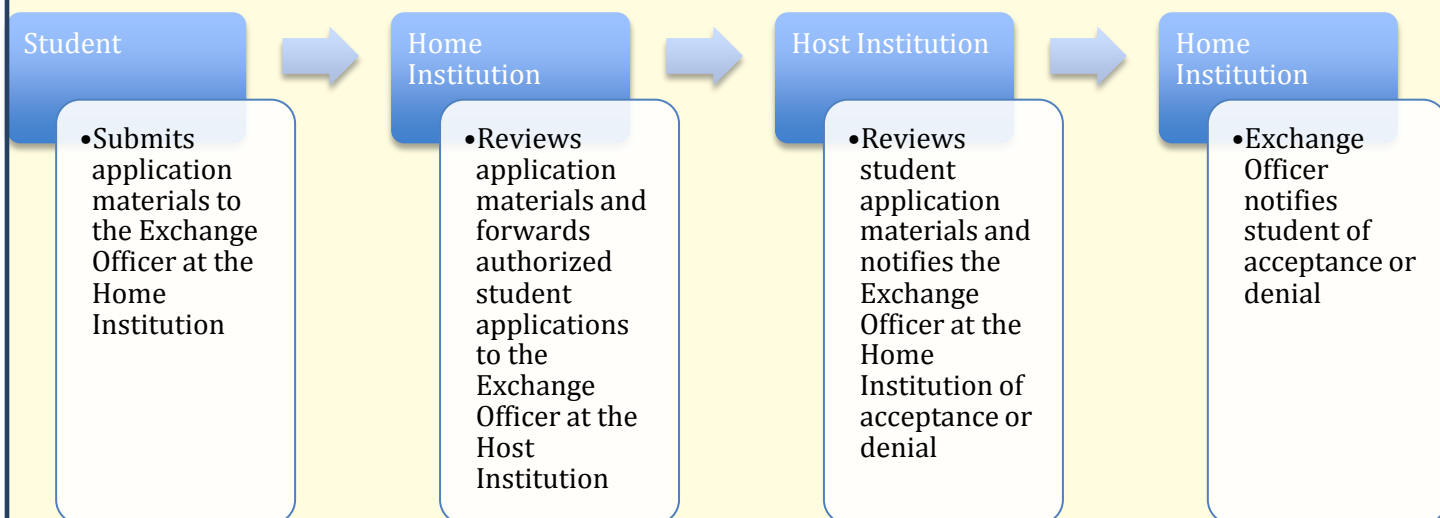
fee of \$500. In return, institutions will receive support and assistance from IAMSCU and the General Board of Higher Education and Ministry (GBHEM) in the management of the exchange program and creation of marketing materials.

How it works:

Participating institutions market MISEN study abroad opportunities to their students. These students must submit all relevant application materials to the Exchange Officer, according to the requirements set out by the desired host institution and their home institution. The home institution will then review the application. If the application is successful, the home institution will forward it to the desired host institution. If the host institution accepts the student, they will then contact the student through the home institution.

Students participating in MISEN will pay tuition at their home institution and all other

Application Process



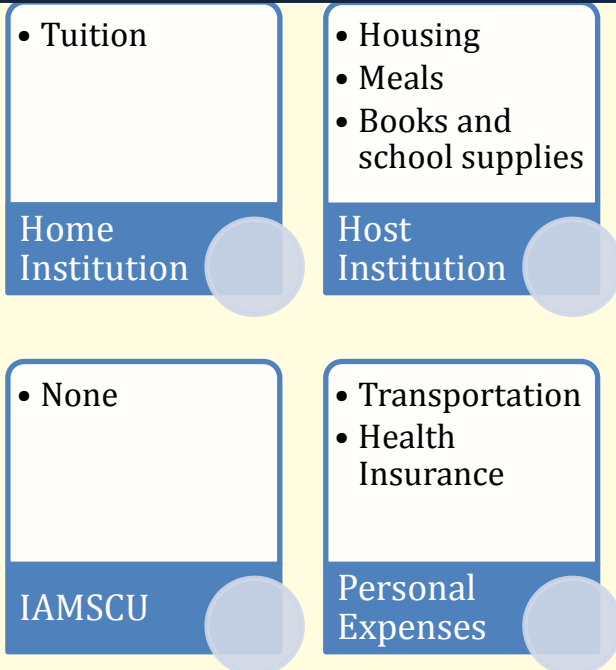
fees (housing, meals, etc.) to their host institution. All costs associated with transportation to the site, medical expenses, and visa procedures will also be borne by the student.

The goal of MISEN is to maintain student exchange ratios over the course of three years. This allows participating institutions flexibility year to year in the number of students sent and received from each institution. IAMSCU will contract with GBHEM to manage the maintenance of ratios.

The Pilot Phase:

The first MISEN exchanges will begin in the fall of 2012 among the participating institutions. The number of participating institutions will remain small for the first few cycles of exchanges to facilitate the assessment and expansion of the program. During the course of the pilot phase, all participating institutions are asked to cap the number of students they accept at three students per semester. This will allow the program to determine the challenges associated with the exchange prior to its expansion.

Expected Financial Breakdown for Students:



Institutional Information

List of MISEN members

- ✓ Aoyama Gakuin University, Tokyo, Japan
- ✓ Centenary College of Louisiana, Shreveport, LA, USA
- ✓ Ferrum College, Ferrum, Virginia, USA
- ✓ LaGrange College, LaGrange, Georgia, USA
- ✓ Madero University (UMAD), Puebla, Mexico
- ✓ Martin Methodist College, Pulaski, Tennessee, Mexico
- ✓ Methodist University of Piracicaba, Piracicaba, Brazil
- ✓ Methodist University of Sao Paulo, Sao Paulo, Brazil
- ✓ Nebraska Wesleyan University, Lincoln, Nebraska, USA
- ✓ Oklahoma City University, Oklahoma City, Oklahoma, USA
- ✓ Soochow University, Taipei, Taiwan
- ✓ West Virginia Wesleyan University, Buckhannon, West Virginia, USA

Aoyama Gakuin University (updated)

Tokyo, Japan (<http://web.iec.aoyama.ac.jp/english/index.html>)

Insittutioanl Information

Aoyama Gakuin was established in 1874 by American Methodist Missionaries and took its present form in 1949 as a private university. In AGU exchange program, students are not separated from local students – they are allowed to take regular courses with Japanese students with little restriction, in addition to Japanese language classes (level 1 to 6). Each exchange students are matched with a Japanese student volunteer to optimize their immersion to Japanese college life.

Application Requirement

Academic Requirement

- ✓ GPA 2.5

Language Requirement

- ✓ JLPT N5 or equivalent

Documents

- ✓ **Application for Admission***
- ✓ **Letter of Recommendation**
- ✓ **Evaluation of Japanese Language Proficiency***
- ✓ **Photocopy of Score Report of JLPT**
- ✓ **Official Transcripts**
- ✓ **Statement of Academic Objectives**
- ✓ **Information for Tutors***
- ✓ **Certificate of Physical Condition***
- ✓ **Application for Certificate of Eligibility*** (MUST be submitted by email)
- ✓ **Original Official Bank Statement**
- ✓ **Photocopy of valid passport**
- ✓ **6 ID photos taken within 6 months**
- ✓ **Dormitory Application (if applicable)***

*available online (<http://web.iec.aoyama.ac.jp/english/exchange/index.html>)

Others (Health, Insurance...etc.)

- ✓ National health insurance

Important Dates

Students are accepted for both one-semester and one-year exchange

	Spring 2014	Fall 2014	Spring 2015
Application Deadline	November 15, 2013	April 30, 2014	November 15, 2014
Semester Start Date	First week of April	Mid-September	First week of April
Semester End Date	First week of August	First week of February	First week of August
Student Arrival Deadline	Around the end of March	Mid-September	Around the end of March
Student Departure Deadline	Mid-September	Mid-March	Mid-September

Housing

- ✓ Students are **NOT** required to live on campus
- ✓ Housing options:
 - Single student dormitory
 - Homestay
- ✓ Estimated housing costs:
 - Student dormitory: **\$70,000 Yen per month**
Utilities and two meals per day are included
- ✓ Other information:
 - Students need to apply for housing (included in student exchange application)
 - Students need to pay for housing before arrival
 - There are not kitchens available
 - If the student has any food restrictions (vegetarian, religious restrictions, etc.), we do not recommend him/her to live in the student dormitory, since the dormitories cannot accommodate for individual needs.
 - Students with those food restrictions and/or students who do not like regulations such as curfew, we recommend the student to find shared guest houses that are all over Tokyo area. Guest houses do not provide food (have shared kitchen) and have less regulations.

Courses

- ✓ Main language of instruction: **Japanese and English**
- ✓ Language Courses: **Yes**
 - Exchange students are required to enroll in Japanese language classes (one of six levels) for 7.5 hours per week, in addition to regular academic courses
- ✓ English-taught Courses: **Yes**
 - Around 30 courses per semester, in communication, English literature, politics, business, linguistics, etc.
- ✓ Minimum/Maximum credits or courses per semester: 14/none
- ✓ Student needs to enroll upon arrival
- ✓ Course information available at: <http://syllabus.aoyama.ac.jp/>
 - Please remember, when you search for courses, our 1st semester is spring semester, and 2nd semester is fall semester. For courses instructed in English, please see "List of Courses Taught in English"

Costs

- ✓ Housing: **\$350,000 yen per semester (5 months)**
- ✓ Books and supplies: **\$20,000-40,000 yen per semester**
- ✓ Personal expenses: **\$300,000 yen per semester (5 months)**

Student Life

- ✓ Cultural visits opportunities:
 - Day trip by bus to tourist sites once every semester
 - Kabuki theater
 - Sumo watching
 - Short-term homestay

- ✓ Student engagement programs:
 - Aoyama Gakuin University has large number of clubs and associations on campus for both local and international students to enjoy. For example, clubs on traditional Japanese culture such as Tea Ceremony, Flower Arrangement, Martial arts, Calligraphy, etc. We also have clubs on volunteering, travelling, various sports, music, manga, photography, dance, etc.
 - Each international student has a local student as a "tutor" to help them with course registration, opening a bank account, etc., as well as becoming friends.

Contact Information

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Ferrum College

Located in Ferrum, Virginia, USA

Minimum Requirements:

To determine language proficiency, please submit one of the below scores:

- TOEFL
 - Paper-based: 500
 - Computer-based: 173
 - Internet-based: 61
- SAT 500
- ACT 19

Important Dates:

Students may study for a semester or an academic year. A number of international students pursue a 4 year degree at Ferrum.

Academic Calendar:

Program Term	Application Deadline
January 7th, 2013 - May 4th, 2013	October 15th, 2012
September, 2013 - December, 2013	May 1st, 2013

Vacations/ Holidays:

Fall semester: September 3rd, 2012 – December 17th, 2012

Fall Break: October 18th – October 21st

Thanksgiving Break: November 17th to November 25th

Spring semester: January 7th, 2013 – May 4th, 2013

Spring Break: February 23rd to March 3rd

Easter Break: March 29th – April 1st

Location:

Founded in 1913 in Ferrum, Virginia, Ferrum College is located in the Blue Ridge Mountains of Virginia. With such proximity to mountains and outdoor activities, students will be able to take advantage of many recreational opportunities in the surrounding mountains and lakes.

Courses:

Ferrum offers courses in 33 areas of study, from business and environmental science to education and international studies. Students are required to take a minimum of 12 credits and a maximum of 19. All courses are taught in English.

Students will enroll in courses prior to arrival, but may change their course selection before classes begin.

While Ferrum does not offer ESL courses at this time, there is an English professor available who is certified in TESOL and works well with international students. These students are often placed into her courses.

A list of course offerings by semester can be found at:
<https://ferrumserver2.ferrum.edu/fwb/sections.asp> .

Descriptions of courses can be found at: [http://www.ferrum.edu/catalog_2011 -
2012/description_of_courses.aspx](http://www.ferrum.edu/catalog_2011_-_2012/description_of_courses.aspx)

Housing and Meals:

International students will live with Ferrum students on campus in dorms or in on-campus apartments called the "Global Village." Students staying in the Global Village will be living with other international students and American students. Meals will be eaten in the campus dining halls or restaurants, or in the case of the Global Villages, students have the additional opportunity to cook their own meals on occasion. Housing is assigned by the Director of International Programs in coordination with the Residence Life Staff.

Students pay for housing both before and immediately upon arrival.

Cultural Experiences:

International students play an active role on Ferrum's campus, participating, for example, in the college choir, theatrical productions, sports and various clubs.

In the Spring, Ferrum hosts a popular intercultural festival that features exhibits, performances, and presentations about a variety of countries and cultures represented on campus. The international students create display tables and interact with attendees. The students perform the night before the event by reading poetry, dancing, singing, or even presenting martial arts.

Ferrum international students also attend or participate in cultural events in nearby Roanoke, Virginia, particularly in activities sponsored by Roanoke's seven Sister Cities organizations.

Cost:

Not including tuition at home institution, airfare, medical costs and personal travel expenses:

<u>Costs:</u>	<u>US\$ (as of Feb 2012)*</u>
Visa	SEVIS fee of \$200, Visa fee of \$140
Housing and Meals	\$9,250/year
Books and School Supplies	\$400/semester
Estimated personal expenses**	\$800/semester
Meals***	Included in the housing cost
Other fees	\$115 Activity fee
Insurance (if applicable)	\$363/semester, \$692/year

* For current exchange rates, please see an online exchange rate calculator:

<http://www.xe.com/ucc>

** Personal expenses will vary greatly according to habits and interests

*** Meals based on campus dining hall or typical local meals

Student Requirements:

TOEFL 500 (paper based), 173 (computer based), 61 (internet based)

Official transcripts with attached English translation

Proof of **health insurance** that is valid in US or must buy Ferrum health insurance

Additional Institutional Information:

All buildings on Ferrum campus except one are wheelchair accessible.

Students with learning disabilities can seek the assistance of the Office of Disability Services for alternative arrangements.

Ferrum offers a Monday night worship service that is not required.

Additional websites:

<http://www.ferrum.edu>

LaGrange College

Located in LaGrange, GA, USA

Minimum Requirements:

2.5 GPA minimum

To determine language proficiency, please submit one of the below scores:

- TOEFL
 - Paper-based: 500
 - Computer-based: 173
 - Internet-based: 61
- SAT verbal of 450
- ACT English and Reading Score of 21
- Level 112 Achievement Report from an ELS, INC. Language Center or equivalent
- Minimum "C" grade in regular level English courses from an accredited US college

Important Dates:

Students may study for a semester or academic year

Academic Calendar:

Program Term	Application Deadline
February 1st, 2013 - May 18th, 2013	October 15th, 2012
August 22nd, 2013 - December 2013	May 1st, 2013

Vacations/ Holidays:

Fall semester: August 22nd – December 7th, 2012

Fall Break: mid-October

Thanksgiving: (3rd week in November)

Spring semester: February 1st – May 18th, 2013

Spring Break: April 1st – 5th, 2013

Location:

The oldest private college in the state of Georgia, LaGrange College was founded in LaGrange, Georgia in 1831. The city of LaGrange is located just 60 miles from Atlanta, allowing international students the opportunity to experience a small American city with one of America's largest nearby.

Courses:

LaGrange College provides a liberal arts education, with courses in a variety of areas including the humanities, business management and accountancy, education, and the hard sciences. International students must take 12 – 16 credits. All courses are taught in English.

Students enroll prior to arrival.

Course catalogs can be found here:

<http://www.lagrangecollege.edu/academics/catalogs.html>

Class schedules can be found here:

<http://www.lagrangecollege.edu/academics/class-schedules.html>

Housing and Meals:

Students are required to stay in on-campus shared dormitories or apartments. Living with American students and eating in campus dining halls will immerse international students in a truly American experience. If an international student is housed in campus apartments, they will be able to cook their own meals; however the student is still required to purchase a campus meal plan.

Students pay for housing before and upon arrival.

Cultural Experiences:

International students at LaGrange College have the opportunity to join a close-knit community. They can participate in on-campus events through attending sporting activities, cultural enrichment events, and community service. Additionally, LaGrange offers numerous opportunities for national and international students to interact socially on campus, through such events as Favorite Foreign Flicks, Saturday nights at Acoustic Café, and a Japanese Tea Ceremony. International Week is observed each March, and all students are encouraged to share information about their backgrounds and cultures.

Cost:

Not including tuition at home institution, airfare, medical costs, additional travel opportunities and personal travel expenses:

<u>Costs:</u>	<u>US\$ (as of Feb 2012)*</u>
Visa	\$200 SEVIS fee; \$140 visa application fee
Housing and Meals	\$4,965/semester (high end: apartment, 15 meals/week)
Books and School Supplies	\$500/semester
Estimated personal expenses**	\$1000/semester

* For current exchange rates, please see an online exchange rate calculator:

<http://www.xe.com/ucc>

** Personal expenses will vary greatly according to habits and interests

Student Requirements:

In addition to the minimum requirements, students must provide:

- Completed **Application**
 - Available from: (please choose first link, “Standard Undergraduate Application”
<http://www.lagrange.edu/admission/apply/undergraduate.html>
- **Official Transcripts**
- **200 Word Essay**
- Proof of **English Proficiency** (as defined above)
- Proof of **financial support**
- **Letter of sponsorship** (financial guarantee)
- **Health insurance**

Additional Institutional Information:

LaGrange College campus is wheelchair accessible, and services are available for students with learning disabilities.

Students are not required to attend religious services.

Additional websites:

<http://www.lagrange.edu>

Martin Methodist College

Located in Pulaski, TN, USA.

Minimum Requirements:

Sophomore standing

2.5 GPA, minimum

To determine language proficiency, please submit one of the below scores:

- TOEFL
 - Paper-based: 500
 - Computer-based: 173
 - Internet-based: 61

Students with no TOEFL scores will be accepted on a case-by-case basis.

Important Dates:

Students may study for a summer, semester or an academic year.

Academic Calendar:

Program Term	Application Deadline
January 9 th – April 30 th , 2013	November 15 th , 2012
August 22 nd – December 11 th , 2013	July 15 th , 2013

Vacations/ Holidays:

Fall semester: August 22nd, 2012 – December 11th, 2012

Labor Day: September 3rd, 2012

Fall Holiday: October 11th - 12th, 2012

Thanksgiving Holiday: November 22nd – 23rd, 2012

Spring semester: January 9th, 2013 – April 30th, 2013

Martin Luther King, Jr. Birthday Holiday: January 21st, 2013

Spring Break: March 4th – 8th, 2013

Easter Holiday: March 29th, 2013

Summer terms:

May Term: May 14 - June 1, 2012

June Term: June 4 – June 29, 2012

July Term: July 1 – July 30, 2012

May Term: May 13 – May 30, 2013

June Term: June 3 – June 28, 2013

July Term: July 1 – July 29, 2013

Evening College:

Summer S1: May 7 - June 28, 2012

Summer S2: July 1 - August 23, 2012

Fall S1: August 20 - October 18, 2012

Fall S2: October 22 - December 13, 2012

Spring S1: January 7 - March 4, 2013

Spring S2: March 7 - April 29, 2013

Summer S1: May 6 - June 27, 2013

Summer S2: July 1 - August 26, 2013

Each session is approximately eight weeks in length.

Location:

Martin Methodist College has been educating students in Pulaski, Tennessee since its founding in 1870. Located in the beautiful hills of southern Middle Tennessee, international students will have the unique opportunity to experience living in a true Southern town.

Courses:

Martin Methodist College offers courses in Education, the Humanities, Business, the Social Sciences, Nursing, and Math and Science. All non-native English speakers are required to take Martin Methodist's English proficiency placement exam that will place the students in the Intensive English Program (IEP), ESL courses or mainstream courses. Students who do not meet the minimum TOEFL requirement will be placed in IEP courses, while those who meet the TOEFL requirement will typically be placed in mainstream classes with the option of ESL courses for additional language support.

International students are required to take 12- 18 credits per academic term. Exchange students should pre-register for classes prior to arrival.

Academic Course Catalogs can be found here:

<http://www.martinmethodist.edu/academics/registrar-office/academic-catalogs>

Housing and Meals:

International students on campus prefer to live in on-campus dormitories to increase cross-cultural experiences with American and other international students. Exchange students will eat with their American counterparts in on-campus dining halls, but will also have the opportunity to cook in community-style kitchens. While students are not required to live on campus, the process of locating and renting an apartment for a short period of time can be difficult. Exchange students may choose to live off campus, but must make their own arrangements.

Students will apply for housing in the study abroad application process. They will pay a deposit prior to arrival and the balance upon arrival.

Cost:

Not including tuition at home institution, airfare, medical costs, and personal travel expenses:

<u>Costs:</u>	<u>US\$ (as of April 2012)*</u>
Visa	\$200 SEVIS fee, \$140 application fee
Housing and Meals**	\$3500/academic term
Books and School Supplies	\$500/academic term
Estimated personal expenses***	\$1000/academic term
International Student Fee	\$300
International Student Insurance (Required)	\$632
Comprehensive Fee	\$584 (may be prorated according to length of study)

* For current exchange rates, please see an online exchange rate calculator:

<http://www.xe.com/ucc>

** On-campus cost of living only. All meals are included.

*** Personal expenses will vary greatly according to habits and interests

Cultural Experiences:

Through the IEP, international students have participated in camping trips in Tennessee state parks, visited the U.S. Space and Rocket Center in Alabama; attended Bluegrass, Country, and Gospel music concerts in Pulaski, Tennessee; and toured Jack Daniel's Tennessee Whiskey Distillery in Lynchburg, Tennessee. International students also enjoy participating in the intramural sports and enjoy access to the college's sports complex, including the swimming pool.

Student Requirements

Minimum Requirements: Sophomore standing, minimum 2.5 GPA, and basic English proficiency as demonstrated by a TOEFL score: 500 (Paper test), 173 (computer based), or 61 (internet based)

Students will need to return the Required Financial Sponsorship document.

Institutional Information

Martin Methodist College is wheelchair accessible and does offer assistance to students who self-identify as having a learning disability through the Vice President of Academic Affairs.

Students are not required to attend bi-weekly chapels.

Three to four times a semester, special student convocations are required. These convocations are academic in nature, and at least one will be internationally oriented.

Additional websites:

<http://www.martinmethodist.edu>

www.martinmethodist.edu/admissions/international-students/

Madero University (updated)

Puebla, Mexico (<http://www.umad.mx/>)

Institutional Information

Madero University is the first Spanish-speaking Methodist University, founded on September 24th, 1982, a higher education institution based on Christian principles and values. As a Methodist institution, we are convinced that we can achieve a better life quality and social welfare through education. Our university is located in Mexico's southeast, in the beautiful state of Puebla, surrounded by volcanoes and important archaeological sites, a spectacular downtown that has been declared UNESCO World Heritage Site.

We offer 18 undergraduate programs, 6 master degree programs and 1 online master degree program.

Application Requirements

Academic Requirement

- ✓ 8.5 (equivalent to 3.0GPA in US) or B average

Language Requirement

- ✓ Intermediate Spanish language proficiency (more than two semesters of academic Spanish)

Documents

- ✓ **Transcript** (including courses, grades, and credit hours)
- ✓ **Letter of recommendation** from professor in home institution
- ✓ **Letter of support** from Spanish department
 - Indicating the student has intermediate level of Spanish to participate in the exchange program at Madero University
- ✓ **Letter of propose**
 - Explaining personal, academic and cultural reasons of why the student wants to participate in the Exchange Program at Universidad Madero and the expectations you have about the program
- ✓ **Letter of commitment**
- ✓ **Copy of medical insurance**

Others (Health, Insurance...etc.)

- ✓ Medical insurance policy with international coverage is required

Important Dates

Students are accepted for both one-semester and one-year exchange

	Spring 2014	Fall 2014	Spring 2015
Application Deadline	October 25, 2013	May 30, 2014	October 24, 2014
Semester Start Date	January 13, 2014	August 11, 2014	January 12, 2015
Semester End Date	May 30, 2014	December 19, 2014	May 29, 2015
Student Arrival Deadline	January 7, 2014	August 7, 2014	January 7, 2015
Student Departure Deadline	June 6, 2014	December 20, 2014	June 5, 2015

Housing

- ✓ Students are **NOT** required to live on campus
- ✓ Housing options:
 - Homestay
 - Apartments
- ✓ Estimated housing costs:
 - Homestay: **\$4,000 MXN per month**
 - Apartments: **\$7,000 MXN per month**Utilities are included in both options
- ✓ Other information:
 - Students are recommended to stay in a hotel in the first two days. In the mornings, they will have the opportunity to see the accommodation options and decide which is the best one for them

Courses

- ✓ Main language of instruction: **Spanish**
- ✓ Language Courses: **No**
- ✓ English-taught Courses: **Yes**
 - Please see [appendix A](#)
- ✓ Minimum/Maximum credits or courses per semester: 24/60
 - Equivalent to three to five courses
- ✓ Student needs to enroll upon arrival

Costs

- ✓ Housing: **\$24,000-42,000 MXN per semester**
- ✓ Books and supplies: **\$4,000 MXN per semester**
- ✓ Personal expenses: **\$9,000 MXN per semester**
- ✓ Meals: **\$12,600 MXN per semester**
- ✓ Others:
 - Our university offers academic travels to different parts of Mexico, so students could visit companies; the cost of this activity is about \$10,000.00 MXN per week. (Including ground transportation, accommodation and meals).
 - In the case of international exchange students, Madero University organizes different activities such as:
 - Lucha libre (Mexican National Sport): \$100.00 MXN
 - Visit to Teotihuacan archaeological site: \$350.00 MXN.

Student Life

- ✓ Cultural visits opportunities:
 - Downtown Puebla
 - Downtown and Pyramid of Cholula
 - Mexico City tour
 - Teotihuacan, archaeological site
 - Cuexcomate volcano (the smallest volcano in the world)
 - Visit to Talavera del Reyna Museum and Factory (Traditional Mexican handicrafts)
 - Visit to Sidra Copa de Oro Factory
 - Visit to VW Plant

- ✓ Student engagement programs:
 - UMAD's day
 - Welcoming Breakfast for international students
 - International Dinner (students cook a dish from their countries and share it)
 - TV Azteca Interview

- ✓ Other opportunities
 - Through the Business Liaison and International Affairs Office, Madero University assists in student placement at local companies and organizations. Examples of past student collaborations include: the United Nations, Volkswagen Mexico, Porsche, Peugeot, Unilever, Schneider Electronics, Palace Resorts, Courtyard by Marriot, the Committee for Hispanic Children and Families, Inc., Hart and Lyne Limited, teaching at local schools, etc.. Please speak with your local MISEN representative who will contact UMAD to discuss the potential for internship opportunities.

- ✓ The campus is wheelchair accessible
 - Elevators and ramps

- ✓ There are **NOT** special arrangements for students with learning disabilities

- ✓ Students are **NOT** required to attend religious services

Contact Information

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Methodist University of Piracicaba (updated)

Piracicaba, Brazil (<http://www.unimep.br/>)

Institutional Information

UNIMEP has a commitment to Brazil and Latin America. Brazil is today among the top ten world economies, a multicultural society, seedbed for intellectual and scientific initiatives of international relevance, home of a young and creative population. It also presents social problems that bring constant challenges: the struggle for social justice, the search for economic equality, the need for environmental awareness and the strengthening of democratic values.

In this way, the country reflects the dynamics and contrasts of Latin America. As a part, in this context, of the Latin American Association of Methodist Educational Institutions – ALAIME – UNIMEP maintain contact with institutions from the whole continent, reflecting this pluralistic reality.

Application Requirement

Academic Requirement

- ✓ Junior or above

Language Requirement

- ✓ Intermediate level of Portuguese or advanced Spanish

Documents

- ✓ **Official transcript**
- ✓ **Copy of valid passport**
- ✓ **Letter of recommendation** from home institution
- ✓ **Letter of intention**
- ✓ **Letter of motivation** written by applicant
- ✓ **Plan of studies**
- ✓ **One 3x4cm photo**
- ✓ **Registration form**

Others (Health, Insurance...etc.)

- ✓ It is mandatory to have an international insurance

Important Dates

Students are accepted for both one-semester and one-year exchange

	Spring 2014	Fall 2014	Spring 2015
Application Deadline	September 1, 2013	March 1, 2014	September
Semester Start Date	February	August	February
Semester End Date	June	December	June
Student Arrival Deadline	A week before the school day		
Student Departure Deadline	Until visa final date		

Housing

- ✓ Students are **NOT** required to live on campus
- ✓ Housing options:
 - Homestay
 - Others (not specified)
- ✓ Estimated housing costs: **\$ 850 reals per month**
Utilities are included
- ✓ Other information:
 - Students do not need to apply for housing
 - Students need to pay for housing upon arrival

Courses

- ✓ Main language of instruction: **Portuguese**
- ✓ Language Courses: **No**
- ✓ English-taught Courses: **No**
- ✓ Minimum/Maximum credits or courses per semester: not specified
- ✓ Student needs to enroll upon arrival
- ✓ Courses information: http://www.unimep.br/gdc_cursos.php?gdcid=G

Costs

- ✓ Housing: **\$4,250 reals per semester**
- ✓ Books and supplies: **\$500 reals per semester**
- ✓ Personal expenses: **\$1000-2000 reals per semester**
- ✓ Meals: **\$10-25 reals per meal**
- ✓ Others:
 - Public transportation: 3.40 reals per ticket

Student Life

- ✓ Cultural visits opportunities:
 - UNIMEP can help the students to organize the visits, but at their own costs

- ✓ Student engagement programs:
 - Volunteer work at our basic education school, a pre-K to 12 bilingual school
 - Possibility of teaching some culture and American language classes
 - Volunteer work at a children day care center
 - Choir and theatre participation (must be approved by the directors)
 - In Fall semesters, students can get involved on Academic Fair that occurs between October and November

- ✓ The campus is wheelchair accessible
 - Special parking spaces
 - Ramp access
 - Classroom adaptation

- ✓ There are **NOT** special arrangements for students with learning disabilities

- ✓ Students are **NOT** required to attend religious services

Contact Information

Marcelo da Silva Leite
International Relations Advisor
internacional@unimep.br
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Methodist University of São Paulo

Located in São Paulo, Brazil

Minimum Requirements:

Completion of one semester at university
Intermediate Portuguese language ability

Important Dates:

Students may apply for one semester or an academic year.

Program terms:

Program Term	Application Deadline
February - June, 2013	November, 2012
August – December, 2013	April, 2013

Vacations/ Holidays:

Fall: August to December

Fall Break: October 10 - 16

8/20/2012: Anniversary of São Bernardo do Campo

9/7/2012: Independence Day

10/12/2012: Religious Day

11/2/2012: Religious Day

11/15/2012: Republic Day

12/15/2012: Christmas

Spring: February to June

Spring Break: April 25 - 30

1/1/2012: New Year

2/21/2012: Carnival

4/6/2012: Holy Friday

4/21/2012: National – Tiradentes

5/1/2012: Labor Day

6/7/2012: Corpus Christi

Location:

One of the largest universities in the country, Universidade Metodista de São Paulo is comprised of 3 campuses in São Paulo, Brazil and numerous extension locations throughout the country. With a population of 11 million, São Paulo is the largest city in Brazil. Students can take advantage of the numerous cultural attractions afforded by living in such a cosmopolitan city, including local museums, a variety of festivals, or attending soccer matches.

Courses:

All courses at UMESP are taught in Portuguese. International students are required to take 3 modules in disciplines that include biology and health, communications, software and environmental engineering, business administration, and philosophy and languages. Each module represents a discipline that includes three courses. Each of these courses will vary in length. International students can expect to spend 20 to 30 hours per week in class.

While students are required to have a sufficient level of Portuguese proficiency, if there are enough students interested, UMESP may be able to offer a Portuguese language course.

More information can be found at: <http://www.metodista.br/english/undergraduate-programs>

Housing and Meals:

International students will stay in dorms, apartments, or with host families. All living spaces are located off-campus and are not operated by UMESP. The international student advisors will help students to locate an apartment and the student can choose the place by themselves.

Students who choose to live with families will also enjoy taking meals with their families. Accommodation costs vary.

Cultural Experiences:

On the weekends, the Camargo Guarnieri Young Philharmonic Orchestra presents free concerts on campus for the enjoyment of the university's students, teachers, staff and the community. International students are also encouraged to take part in extra-curricular activities that include, among others, music, sports and capoeira, a Brazilian martial art. International students will also be able to join in community volunteering opportunities.

Cost:

Not including tuition at home institution, airfare, medical costs and personal travel expenses:

<u>Costs:</u>	<u>Brazil Real R\$ (as of March 2012)</u>	<u>US\$ (as of March 2012)*</u>
Visa	Visa application cost – home country cost	\$140 in US MN \$600 (Mexican Peso)
	R\$ 188,81 for the RNE (alien registration) upon arrival	\$110
Housing	R\$ 800-1000/month including two meals per day during the week and three meals on the weekend and laundry	\$450 - \$570/month
	R\$ 1000 - \$ 2000/month, shared apartment	\$570 - \$1340
	R\$ 700 for a room or dorm	\$390
Books and School Supplies	varies	
Estimated personal expenses**	R\$ 200 – 400/month	\$110 - \$225/month
Meals***	R\$ 10 – 15 per meal in cafeteria or restaurant	\$6 - \$9

* For current exchange rates, please see an online exchange rate calculator:

<http://www.xe.com/ucc>

** Personal expenses will vary greatly according to habits and interests

*** Meals based on campus cafeteria or typical local meals

Student Requirements:

Students must have completed one academic semester prior to studying abroad and be at the intermediate level of Portuguese.

Along with your home institution's requirements, students must provide the following information:

- Photocopy of your **passport photo page**
- **Official transcripts**
- **Letter of motivation**
- **One photo** (3 x 4 cm)
- **Registration form** from UMESP
- **Plan of studies**
- Proof of **health insurance**

Additional Institutional Information:

UMESP Campus is wheelchair accessible and does have an advisor specialized in assisting students with disabilities.

The Methodist University of Sao Paulo does not require students to attend religious services.

Additional websites:

<http://www.metodista.br/english>

Nebraska Wesleyan University (updated)

Lincoln, Nebraska, USA (<http://www.nebrwesleyan.edu/>)

Institutional Information

Nebraska Wesleyan University (NWU) is a nationally ranked liberal arts college in Lincoln, Nebraska U.S.A. that was founded by Nebraska Methodists in 1887. NWU is an academic community dedicated to intellectual and personal growth within the context of a liberal arts education and in an environment of Christian concern. NWU's small student body (approximately 1500) means every student benefits from personal attention from professors--a great advantage for international students. New international students receive an "I-Pal," an American student who helps them before and after they arrive at NWU. On average NWU welcomes 20-40 international students from approximately 15 countries every year.

Application Requirement

Academic Requirement

- ✓ GPA 2.5

Language Requirement

- ✓ TOEFL: PBT 525/IBT 71, or
- ✓ IELTS: 5.5, or
- ✓ STEP Eiken: Pre Grade 1

Documents

- ✓ **International student application form**
- ✓ **Certified copy of high school and university transcripts**
- ✓ **Official score of English proficiency**
- ✓ **Official bank statement**
- ✓ **Copy of passport**

Others (Health, Insurance...etc.)

- ✓ Immunization and TB test are required. Please see [appendix D](#)
- ✓ Student must purchase insurance that meets NWU's requirements

Important Dates

Students are accepted for both one-semester and one-year exchange

	Spring 2014	Fall 2014	Spring 2015
Application Deadline	October 1, 2013	May 1, 2014	October 1, 2014
Semester Start Date	January 21, 2014	August 25, 2014	January 20, 2015
Semester End Date	May 16, 2014	December 19, 2014	May 15, 2015
Student Arrival Deadline	January 19, 2014	August 18, 2014	January 18, 2015
Student Departure Deadline	May 17, 2014	December 20, 2014	May 16, 2015

*please see [appendix E & F](#) for more details

Housing

- ✓ Students are required to live on campus
 - ✓ Housing options:
 - Student dorm (single, shared with international or domestic students)
 - Apartments or Suites
- NWU exchange international students will be placed in one of the NWU campus residence halls: Centennial, Johnson, Plainsman or Burt Hall. Apartments or Suites may be chosen if rooms are available but an additional housing fee (approx. US\$900 per year) is required.
- ✓ Estimated housing costs: approximately **\$ 2,310 USD per month**
 - ✓ Other information:
 - Students need to apply for housing
 - Students need to pay for housing upon arrival
 - All rooms are equipped with bed, closet, dresser, desk, chair, bed sheets, pillow and comforter for each occupant
 - All rooms are hard wired for internet if students want to bring their laptop.
 - All buildings also have computer labs (many open 24 hours) plus wireless internet
 - 19 meals per week are included in the Gold Dining meal plan, which is required for all international exchange students (approximately **\$1,630 USD per semester**)

Courses

- ✓ Main language of instruction: **English**
- ✓ Language Courses: **No English as a foreign language; Chinese, Japanese, French, German, and Spanish language classes available**
- ✓ English-taught Courses: **Yes**
- ✓ Minimum/Maximum credits or courses per semester: **12/18**
- ✓ Student needs to enroll before/upon arrival
 - As soon as students are officially admitted, they will receive a pre-registration packet consisting of a class schedule for the current academic year and instructions to help them plan their courses in advance. Pre-registration for classes will occur upon students' acceptance prior to their arrival. Final registration will occur during orientation.
- ✓ Course information available at: <http://www.nebrwesleyan.edu/course-catalog>
 - Please be flexible on your course selections. Because NWU is a small liberal arts university, not all of the classes in every department are available every semester. Feel free to explore a variety of disciplines if students' degree requirements at their home institution allow them to do so. For example, even though they are Theater majors, it is possible for them to take History or Science courses.

Costs

- ✓ Housing: **\$2,310 USD per semester**
- ✓ Books and supplies: **\$400 USD per semester**
- ✓ Personal expenses: It varies
- ✓ Meals: **\$1,630 USD per semester (Gold Dining meal plan)**
- ✓ Others:
 - Student Fee: **\$250 USD** per semester
 - Insurance: **\$500 USD***
 - Refundable Room Deposit: **\$95 USD**
 - Refundable Bed Linen Deposit: **\$20 USD**
 - TB Test: **\$100 USD****

* The insurance cost varies based on student's age.
** Please see [appendix D](#)

Student Life

- ✓ Cultural visits opportunities:
 - International exchange students participate in mandatory orientation sessions that include information about immigration regulation, registration advice etc.
 - After the August orientation, students join the larger group of new U.S. students in a series of sessions designed to introduce them to all aspects of campus life. Presentations include an introduction to the University and the Lincoln community, academic information, student services, social and cultural opportunities and a discussion of cross-cultural issues
 - The International Relations student Organization (IRO) provides various social and cultural activities during the academic year, such as Halloween International Movie & Costume contest, camping in a rural area, State Capitol tour, holiday celebrations, International Cooking Night, Riverboat International Dance event, ice skating, and cultural presentations
- ✓ Student engagement programs:
 - Each International Student is paired with an I-Pal. I-Pals are U.S. students who are available to help the international student with adjusting to life at NWU, including pickup from the airport, setting up the dorm room, help with opening a bank account, etc
 - Each semester there is a student Involvement Fair open to campus which features all of the student clubs, organizations and activities
- ✓ The campus is wheelchair accessible
 - Most buildings have ramps and elevators
- ✓ There are special arrangements for students with learning disabilities
 - In cases where a student would like to request special accommodations, a Special Accommodations Committee shall convene and determine the best method for providing accommodations. This committee consists of the Dean for the College of Liberal Arts and Sciences, the Services for Students with Disabilities Coordinator, the Coordinator of Housing Operations, and the Director of the Physical Plant. The Services for Students with Disabilities Coordinator will represent the student requesting accommodations. This Committee will bring the recommended accommodations to the Provost, the Dean of Student Life and the Vice President for Finance and Administration for approval
- ✓ Students are **NOT** required to attend religious services

Contact Information

Sarah Barr

Director of Global Engagement

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Oklahoma City University (updated)

Oklahoma City, OK, USA (<http://www.okcu.edu>)

Institutional Information

Oklahoma City University is located in the state's capital, Oklahoma City. The moderate climate and central location within the United States make Oklahoma City an ideal place to live and study. With a population of almost 1,000,000, the Oklahoma City metropolitan area is one of U.S.'s most vibrant and culturally rich cities. It offers visitors and residents a diverse range of educational, social, recreational, and cultural opportunities.

The largest Asian district in Oklahoma is a five-minute walk from campus. Shopping malls, downtown Oklahoma City, lakes, cinemas, entertainment, the home of Oklahoma City's NBA team, The Thunder, and the U.S. Olympic Training Center for rowing and kayaking are only minutes from campus.

Application Requirements

Academic Requirement

- ✓ Students must have completed one full academic year of university-level work
- ✓ GPA 3.0

Language Requirement

- ✓ TOEFL iBT 80; or
- ✓ IELTS 6.0 with no sub-band lower than 5.5

Documents

- ✓ **Transcript from current institution**
- ✓ **Copy of passport**
- ✓ **Proof of financial support**
- ✓ **Two letters of recommendation**
- ✓ **Health certificate including negative TB test**
- ✓ **Home institution nomination**

Others (Health, Insurance...etc.)

- ✓ All students are required to participate in the university's student health insurance, which meets the requirements for their visas

Important Dates

Students are accepted for both one-semester and one-year exchange

	Spring 2014	Fall 2014	Spring 2015
Application Deadline	October 1, 2013	May 1, 2014	October 1, 2014
Semester Start Date	January 13, 2014	August 25, 2014	January 12, 2015
Semester End Date	May 9, 2014	December 19, 2014	May 8, 2015
Student Arrival Deadline	January 9 or 10, 2014	August 19 or 20, 2014	January 8 or 9, 2015
Student Departure Deadline	May 10, 2014	December 19, 2014	May 9, 2015

Housing

- ✓ Students are required to live on campus
- ✓ Housing options:
 - Student dorm (single, shared with international or domestic students)
 - On-campus apartments
- ✓ Estimated housing costs:
 - Cost range: **\$2,495 - \$4,555 USD**
Utilities are included
 - Non-refundable Housing Processing Fee: **\$200 USD**
 - For detail breakdown, please see <http://www.okcu.edu/financialaid/housing/>
- ✓ Other information:
 - Students need to apply for housing
 - Students need to pay for housing prior to arrival
 - Students are strongly encouraged to live in a dormitory rather than an apartment, especially those who are only staying for one semester
 - Students may cook in apartments and in dormitory with minimal shared cooking facilities
 - Housing is assigned on a first-come, first-served basis
 - See the links under "Residence Life" on the web site at <http://www.okcu.edu/campuslife/> for more information
 - All exchange students are required to purchase one of two meal plans along with their housing: a 14-meal per week plan for **\$2060 USD** or a 19 meal per week plan for **\$2165 USD**

Courses

- ✓ Main language of instruction: **English**
- ✓ Language Courses: **Yes**
 - For an additional fee, students may enroll in the ELS program that is housed on the Oklahoma City University campus, although these classes will not be included in a student's minimum credit hour enrollment and are not part of the exchange program.
 - If a student would like a language preparatory program prior to beginning courses on campus, he or she may sign up for one or more ELS sessions prior to the start of his or her exchange program at OCU. Contact the exchange officer for more details about this option.
- ✓ English-taught Courses: **Yes**
- ✓ Minimum/Maximum credits or courses per semester: **12/16**
- ✓ Student needs to enroll before arrival
- ✓ Course information available at <http://www.okcu.edu/academics/course-schedule/>
 - Students may request enrollment in undergraduate courses in each school except Dance Performance classes
 - Students interested in Music and Theatre should submit a recorded audition by CD or Flash drive at the time of application
 - Some courses, due to prerequisites will not be open to all exchange students
 - Enrollment in courses in the school of nursing will require permission of the Dean of the School of Nursing and likely will be quite limited

Costs

- ✓ Housing: **\$2,495-4,555 USD per semester**
- ✓ Books and supplies: **\$600-800 USD per semester (varies by discipline)**
- ✓ Personal expenses: **\$1,700 USD (varies by student)**
- ✓ Meals: **\$2,060-2,165 USD per semester**
- ✓ Others:
 - Mandatory Health Insurance: **\$450 per semester** (2013-14 premium)
 - International Student Service Fee: **\$175 per semester**

Student Life

- ✓ Cultural visits opportunities:
 - Through classes, clubs, organizations, intramural sports, and outdoor recreation and tours programs off campus are offered frequently. There are also numerous on-campus activities from performances, lectures, free films, and social activities
- ✓ Student engagement programs:
 - There are numerous student groups from choral groups to film groups to sports teams and academic groups to organizations focused on ethnic backgrounds, religious traditions, and nationalities
- ✓ The campus is wheelchair accessible
 - All buildings are ADA compliant
- ✓ There are special arrangements for students with learning disabilities
Students must provide appropriate documentation of a diagnosed learning disability to the Director of Student Health and Disability Coordinator. For a detailed description of accommodations and the process for applying for them, see <http://www.okcu.edu/students/health/disability/handbook/>
- ✓ Students are **NOT** required to attend religious services

Contact Information

Mary S. Benner
Director of Academic Services
mbenner@okcu.edu
+1-405-208-5270

Soochow University (updated)

Taipei, Taiwan (<http://www.scu.edu.tw/icae>)

Institutional Information

Soochow University was established by Missionaries of the Methodist Church in 1900 at Suzhou (formerly spelled Soochow), making it China's first western-style university. Re-established in Taiwan in 1951, it became the first private university on the island.

Soochow University currently consists of two campuses, both of which are easily accessible by public transportation. The School of Liberal Arts and Social Sciences, the School of Foreign Languages and Cultures, and the School of Science are on Waishuanghsi Campus, located in suburban Taipei. The School of Law, the School of Business and the School of Extension Education are on Downtown Campus, close to the financial and political hub of Taipei city).

Application Requirement

Academic Requirement

- ✓ **None.** Students who are interested in studying at Soochow University are welcomed

Language Requirement

- ✓ **None.** Students who are interested in studying at Soochow University are welcomed

Documents

- ✓ **Official transcript**
- ✓ **Application form**
- ✓ **Copy of passport**
- ✓ **Copy of visa**

Others (Health, Insurance...etc.)

- ✓ Purchase of insurance at students' own expense either in home country or in the host country is required

Important Dates

Students are accepted for both one-semester and one-year exchange

	Spring 2014	Fall 2014	Spring 2015
Application Deadline	November 1, 2013	May 1, 2014	November 1, 2014
Semester Start Date	February 1, 2014	August 1, 2014	February 1, 2015
Semester End Date	July 31, 2014	January 1, 2015	July 31, 2015
Student Arrival Deadline	A week before the school day		
Student Departure Deadline	Students are required to stay till finish their final exam. For longer stay after final exam will depend on Visa.		

Housing

- ✓ Students are required to live on campus
- ✓ Housing options:
 - Student dorm shard with international students
 - Student dorm shard with domestic students
- ✓ Estimated housing costs: **\$10,000 NTD per month**
Utilities are included
- ✓ Other information:
 - Students need to apply for housing
 - Students need to pay for housing upon arrival
 - There are shared kitchens in student dorm

Courses

- ✓ Main language of instruction: **Chinese/English**
- ✓ Language Courses: **Yes**
 - All international exchange students are strongly recommended to take the Mandarin Language Courses (available for both basic and Intermediate levels)
- ✓ English-taught Courses: **Yes**
 - Global Business Program-- 2-year master business program specializing in Marketing Management, Operations Management, Human Resources Management, Management Information System. (Students with different academic backgrounds are allowed to enroll.)
 - International Curriculum provides various courses related to fields of Chinese language program, Humanities, Law and Social Sciences and Business. Credits of Chinese language program are required for international exchange students
 - All courses either taught in Chinese or other foreign languages offered by departments at Soochow University are open for incoming students
- ✓ Minimum/Maximum credits or courses per semester: **NONE**
- ✓ Student needs to enroll upon arrival

Costs

- ✓ Housing: **\$10,000 NTD per month**
- ✓ Books and supplies: **\$6,000-8,000 NTD per semester**
- ✓ Personal expenses: Depends on individuals
- ✓ Meals: **\$7,500-9,500 NTD per month**
- ✓ Others: not specified

Student Life

- ✓ Cultural visits opportunities:
 - Programs are arranged by Soochow University Students International Service (SUSIS) or subject teachers to enrich international students' experience in Taiwan. SUSIS is a student club consisting of a group of local students who offer services to help international students adapt to new life in Soochow University.
- ✓ Student engagement programs:
 - Soochow International Ultra-Marathon on campus, cultural visits and bike riding every semester to provide a chance to participate in the sport event.
 - International Week offers opportunities to meet local and international friends to enrich students' international experience.
 - Over 150 students clubs for students to share common interests and enjoy interacting with local students and enrich student life
- ✓ The campus is wheelchair accessible
- ✓ There are special arrangements for students with learning disabilities
- ✓ Students are **NOT** required to attend religious services

Contact Information

Kai-Li LIU

Head of International Academic Exchange

liukl@scu.edu.tw

+886-2-2881-9471 ext. 5361

West Virginia Wesleyan College

Located in Buckhannon, West Virginia

Minimum Requirements:

2.5 GPA, minimum

To determine language proficiency, please submit one of the below scores:

TOEFL

Paper-based: 500

Internet-based: 63

Important Dates:

Students may apply for one semester or academic year.

Academic Calendar:

Program Term	Application Deadline
January 6 th – April 30 th , 2013	October 1 st , 2012
August 18 th – December 11 th , 2013	May 1 st , 2013

Vacations/ Holidays:

Fall: August 18th, 2012 – December 11th, 2012

Fall Break: November 19th – November 25th

Spring: January 6th, 2013 – April 30th, 2013

Spring Break: March 2nd – March 10th

Location:

West Virginia Wesleyan College was founded in 1890 in scenic Buckhannon, West Virginia. Located in the foothills of the Blue Ridge Mountains, students can enjoy the outdoors without travelling far. On-campus student life is highlighted by a variety of athletic teams and more than 70 student organizations.

Courses:

West Virginia Wesleyan College provides a liberal arts education, but students can take courses in 43 different study areas, from education and business administration to communications and chemistry. Students can choose to take up to 6 credits of ESL courses while at WV Wesleyan. Generally, students take 12 – 17 credits, or 4 – 6 classes. All courses are taught in English.

You can view available courses online at:

<http://wwwc.edu/offices/academicServices/schedules.php>

A complete course catalog can be found at: <http://wwwc.edu/academics/catalog.php>.

Housing and Meals:

International students will experience campus life by living like an American student in campus dorms and eating in the campus dining halls.

Cultural Experiences:

West Virginia Wesleyan has a very active international student population on campus that includes both international and American student members. Many international students join other on-campus clubs and organizations, including the Jazz Ensemble, Concert Chorale, the student newspaper, and sports.

Cost:

Not including tuition at home institution, airfare, medical costs and personal travel expenses:

<u>Costs:</u>	<u>US\$ (as of Feb 2012)*</u>
Visa	SEVIS fee of \$200, Visa fee of \$140
Housing	\$1,920/semester
Books and School Supplies	\$1,250/semester
Estimated personal expenses**	\$1,250/semester
Meals***	\$1,835/semester
Additional Institutional Fees	\$512/semester

* For current exchange rates, please see an online exchange rate calculator:

<http://www.xe.com/ucc>

** Personal expenses will vary greatly according to habits and interests

*** Meal plan to be used in on campus cafeterias

Student Requirements:

Along with your home institution's application, students must attach the following information:

- **Official transcripts** with English translation
- **TOEFL scores** – 500 paper based or 63 internet based
- Proof of **health insurance**

Additional Institutional Information:

West Virginia Wesleyan is a wheelchair accessible campus. Students with learning disabilities must provide documentation to be reviewed by a Comprehensive Advisor who will help structure an individualized program.

Additional websites:

<http://www.wvwc.edu>

Appendix A: English-taught Courses at Madero University

Advanced Programming	Illustration
Adventure Tourism and Ecotourism	International Business
Advertising	International Economic Geography
Analysis of Teaching work	International Tourism Management
Analysis of Text and Discourse	International Trade law
Anglo-American Literature	Introduction to Interpretation
Asian History and Business Culture	Leadership and Organization Development
Asian History, culture and economy	Legal Translation
Bilingual and Bicultural Education	Linguistics
Business Strategy	Management
Commercial Graphics	Marketing Communication
Communication strategies	Methods Languages Teaching
Computer Center Administration	Mexican History, Culture and Economy
Computer Simulation and Graphics	Morphology and Syntax
Consecutive Interpreting Workshop	Multiculturalism, Technology and Globalization
Continuous Improvement Systems	North American History, Culture and Economy
Corporate Design	North American History and Business Culture
Corporate Finance	Organization Systems and Public Relations
Database I	Pedagogy and Psychology
Ecological Culture	Poster Design
E-Commerce	Public International Law
Educational Planning	Purposes and content of education
English focus on Business	Research on Bilingual Education
English focus on International Commerce	Research on Foreign Languages
English (Level 1 to 6)	Scientific and Technical Translation Workshop I
European History and Business Culture	Scientific and Technical Translation Workshop II
European History, Culture and Economy	Screen printing workshop
Food and Wine	Signs
French (Levels 1 to 6)	Simultaneous Interpretation workshop I
French Literature	Strategic Management and planning
General Teaching and Contents planning	System Programming I
German (Levels 1 to 6)	System Programming II
German Literature	Travel agencies and Transportation Services
Global Management	Visual Language (oriented to internet)
Global Marketing	Web Page Design I
History of Art II	Web Page Design II

IT IS IMPORTANT TO CLARIFY THAT THE COURSES WILL BE OPEN, ACCORDING TO THE STUDENTS DEMAND.

Appendix B: Short-term Summer Program at Madero University

SPANISH SUMMER PROGRAM 2013 FROM JUNE 2ND TO 30TH, 2013 (four weeks)

Cost: Group from 10 to 14 participants \$ 1,840.00 usd per student.
Group from 15 students and more \$1,500.00 usd per student.

Program:

- 96 hours Spanish lessons.
- 16 hours dancing lessons (Mexican or salsa dance).
- 44 hours cultural activities
- Ground transportation: Airport-Homestays-Airport.
- Ground transportation from homestays to UMAD, archaeological sites and cultural activities.
- Room and board (3 daily meals from Monday to Friday).
- Access to library and computer labs.
- ID's for students.
- Graduation ceremony and refreshments.

CULTURAL ACTIVITIES:

- *Tour at Downtown Puebla.*
- *Visit to Forts of Loreto and Guadalupe.*
- *Visit to Cuexcomate Volcano.*
- *Visit to Africam Safari Zoo.*
- *Visit to Amparo Museum*
- *Visit to Mexico City and Teotihuacan archaeological site.*
- *Visit to Pyramid of Cholula.*
- *Visit to Sidra Copa de Oro (Cider Factory and Museum).*
- *Visit to Talavera de la Reyna Museum (Traditional Handicraft).*
- *Volkswagen Plant.*

Price does not include:

The medical insurance with international coverage and any activity which has not been stated clearly in the present document.

It is compulsory for every person participating to have a valid medical insurance with international coverage for the duration of the course..

Last day to receive application forms: May 24th, 2013.

No refunds will be done in case of deposit.

Deposit to: Promotora de Cultura y Servicio Social, A.C

Bank: Scotiabank Inverlat

Sucursal 10, Angelópolis, Plaza 2101 Puebla

Account: 209-7

Account Code: 044650036000020978

Swift MBCOMXMM

“Madero University can design courses and programs, according to your requirements”.

For more information and in case of deposit, please send a copy to:

Giovannina Paola Howden Bagatella
Responsible for International Exchange Program
Universidad Madero
Camino Real a Cholula 4212
Col. Exhacienda La Concepción Buena Vista.
Puebla, Pue. México.
CP.72150
Phone: (0052) 222 141 59 59 ext. 156
Email: rrii@umad.mx

ITINERARY
FROM JUNE 2ND TO 30TH, 2013 (four weeks)

WEEK	JUNE	DAY	ACTIVITIES	SCHEDULE
1	2	Sunday	Arrive to Mexico city or Puebla's airport. Transfer to homestays	8:00 to 11:00 hrs
	3	Monday	Welcoming to Madero University	9:00 to 9:30 hrs
			Tour at UMAD	9:30 to 10:00 hrs
			Spanish course	10:00 to 13:00 hrs
			Free time	13:00 to 15:30 hrs
			Tour at Downtown Puebla	16:00 to 21:00 hrs
			Transfer from Downtown to homestays	21:00 hrs
	4	Tuesday	Spanish course	8:00 to 11:00 hrs
			Free time	11:00 to 12:00 hrs
			Spanish course	12:00 to 15:00 hrs
			Free time	15:00 to 17:00 hrs.
			Salsa or Mexican dance lesson	17:00 to 19:00 hrs
	5	Wednesday	Spanish course	8:00 to 11:00 hrs
			Free time	11:00 to 12:00 hrs
			Spanish course	12:00 to 15:00 hrs
		Free time		
6	Thursday	Spanish course	8:00 to 11:00 hrs	
		Free time	11:00 to 12:00 hrs	
		Spanish course	12:00 to 15:00 hrs	
		Free time	15:00 to 17:00 hrs.	
		Salsa or Mexican dance lesson	17:00 to 19:00 hrs	
7	Friday	Spanish course	8:00 to 11:00 hrs	
		Volkswagen Plant	14:00 a 16:00 hrs	
8	Saturday	Day off		
9	Sunday	Visit to Teotihuacan (archaeological site)	9:00 to 17:00 hrs	
2	10	Monday	Spanish course	8:00 to 11:00 hrs
			Visit to Forts of Loreto and Guadalupe	11:00 to 13:00 hrs
			Free time	
	11	Tuesday	Spanish course	8:00 to 11:00 hrs
			Free time	11:00 to 12:00 hrs
			Spanish course	12:00 to 15:00 hrs
			Free time	15:00 to 17:00 hrs.
			Salsa or Mexican dance lesson	17:00 to 19:00 hrs
	12	Wednesday	Spanish course	8:00 to 11:00 hrs
			Free time	11:00 to 12:00 hrs
			Spanish course	12:00 to 15:00 hrs
			Free time	
	13	Thursday	Spanish course	8:00 to 11:00 hrs
			Free time	11:00 to 12:00 hrs
			Spanish course	12:00 to 15:00 hrs
Free time			15:00 to 17:00 hrs.	
		Salsa or Mexican dance lesson	17:00 to 19:00 hrs	
14	Friday	Spanish course	8:00 to 11:00 hrs	
		Visit to African Safari Zoo	11:00 to 17:00 hrs	
15	Saturday	Day off		

	16	Sunday	Tour at Mexico City (Frida Kahlo Museum, Chapultepec Castle, Downtown).	7:00 a 18:00 hrs.
3	17	Monday	Spanish course	8:00 a 11:00 hrs
			Visit to Amparo Museum	11:00 a 14:00 hrs
			Free time	
	18	Tuesday	Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
			Free time	15:00 a 17:00 hrs.
			Salsa or Mexican dance lesson	17:00 a 19:00 hrs
	19	Wednesday	Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
	20	Thursday	Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
Free time			15:00 a 17:00 hrs.	
21	Friday	Salsa or Mexican dance lesson	17:00 a 19:00 hrs	
		Spanish course	8:00 a 11:00 hrs	
		Free time	11:00 a 12:00 hrs	
		Spanish course	12:00 a 15:00 hrs	
22	Saturday	Day off		
23	Sunday	Free time		
4	24	Monday	Visit to Tlaxcala and Cacaxtla, archaeological site.	9:00 a 14:00 hrs.
			Spanish course	8:00 a 11:00 hrs
			Visit to Talavera de la Reyna Museum and mount Cuexcomate volcano	11:00 a 14:00 hrs
	25	Tuesday	Free time	
			Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
			Free time	15:00 a 17:00 hrs.
	26	Wednesday	Salsa or Mexican dance lesson	17:00 a 19:00 hrs
			Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
	27	Thursday	Free time	
			Spanish course	8:00 a 11:00 hrs
Free time			11:00 a 12:00 hrs	
Spanish course			12:00 a 15:00 hrs	
Free time			15:00 a 17:00 hrs.	
28	Friday	Salsa or Mexican dance lesson	17:00 a 19:00 hrs	
		Graduation ceremony and refreshments	9:00 a 10:00 hrs	
29	Saturday	Visit to Sidra Copa de Oro (Cider Factory) and Pyramid of Cholula (archaeological site)	10:00 a 14:00 hrs	
		Free day		
30	Sunday	Return to USA		

**SPANISH SUMMER PROGRAM
2013**

Please, fill and send the following form to rrii@umad.mx

Student's information

Date _____
Name _____ Last name _____
Email _____

Health Record

Blood type: RH + () – () Weight _____ Height _____
Health status: excellent () good () regular () bad ()
International insurance number and company _____
* It is an obligation to acquire an international medical insurance.

Please answer the question below

Do you have any physical, emotional or medical condition that has required or still requires professional care that might limit your activity in anyway?

Yes () No ()

Please indicate the condition and the implications for your studies and daily living.

In case of emergency

Contact person: _____
Phone _____

I certify that all information provided in this application is correct.

Student's name and signature

SPANISH SUMMER PROGRAM
2013
FROM JUNE 1ST TO 16TH 2013 (TWO WEEKS)

Cost: Group from 10 to 14 participants \$ 1,540.00 usd per student.
Group from 15 students and more \$1,230.00 usd per student.

Program:

- 55 hours Spanish lessons.
- 12 hours dancing lessons (Mexican or salsa dance).
- 43 hours cultural activities
- Ground transportation: Airport-Homestays-Airport.
- Ground transportation from homestays to UMAD, archaeological sites and cultural activities.
- Room and board (3 daily meals from Monday to Friday).
- Access to library and computer labs.
- ID's for students.
- Graduation ceremony and refreshments.

CULTURAL ACTIVITIES:

- *Tour at Downtown Puebla.*
- *Visit to Forts of Loreto and Guadalupe.*
- *Visit to Cuexcomate Volcano.*
- *Visit to Africam Safari Zoo.*
- *Weekend travel to Mexico City and Teotihuacan archaeological site. Accommodation for one night and breakfast.*
- *Visit to Pyramid of Cholula.*
- *Visit to Sidra Copa de Oro (Cider Factory and Museum).*
- *Visit to Talavera de la Reyna Factory and Museum (Tradition Handicraft).*
- *Visit to Volkswagen Mexico.*

Price does not include:

The medical insurance with international coverage and any activity which has not been stated clearly in the present document.

It is compulsory for every person participating to have a valid medical insurance with international coverage for the duration of the course..

Last day to receive application forms: May 24th, 2013.

No refunds will be done in case of deposit.

Deposit to: Promotora de Cultura y Servicio Social, A.C

Bank: Scotiabank Inverlat

Sucursal 10, Angelópolis, Plaza 2101 Puebla

Account: 209-7

Account Code: 044650036000020978

Swift MBCOMXMM

“Madero University can design courses and programs, according to your requirements”.

For more information and in case of deposit, please send a copy to:

Giovannina Paola Howden Bagatella
Responsible for International Exchange Program
Universidad Madero
Camino Real a Cholula 4212
Col. Exhacienda La Concepción Buena Vista.
Puebla, Pue. México.
CP.72150
Phone: (0052) 222 141 59 59 ext. 156
Email: rri@umad.mx

**ITINERARY AND ACTIVITIES
FROM JUNE 1ST TO 16TH 2013 (TWO WEEKS)**

WEEK	JUNE	DAY	ACTIVITIES	SCHEDULE
1	2	Sunday	Arrive to Mexico City or Puebla and transportation to homestays	
	3	Monday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
			Welcoming to Madero University (UMAD)	9:00 a 9:30 hrs
			Tour at UMAD	9:30 a 10:00 hrs
			Spanish course	10:00 a 13:00 hrs
			Free time	13:00 a 14:00 hrs
			Spanish course	14:00 a 16:00 hrs
			Tour at Downtown Puebla.	16:00 a 20:00 hrs
			Ground transportation from Downtown Puebla to homestays	21:00 hrs
	4	Tuesday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
			Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
			Ground transportation to homestays	15:00 a 17:00 hrs.
			Dancing lessons /Mexican or salsa dance	17:00 a 20:00 hrs
			Ground transportation from UMAD to homestays	19:00 hrs
	5	Wednesday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
			Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
			Ground transportation to homestays	15:00 a 17:00 hrs
			Visit to Volcano Cuexcomate and Forts of Loreto and Guadalupe.	17:00 a 21:00 hrs
			Ground transportation to homestays	21:00 hrs
	6	Thursday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
			Spanish course	8:00 a 11:00 hrs
			Free time	11:00 a 12:00 hrs
			Spanish course	12:00 a 15:00 hrs
			Ground transportation to homestays	15:00 a 17:00 hrs.
Dancing lessons /Mexican or salsa dance			17:00 a 20:00 hrs	
		Ground transportation to homestays	20:00 hrs	
7	Friday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs	
		Spanish course	8:00 a 10:00 hrs	
		Free time	10:00 a 11:00 hrs	
		Spanish course	11:00 a 13:00 hrs	
		Visit to Volkswagen Mexico	14:00 a 17:00 hrs	
		Ground transportation to homestays	17:00 hrs	
8	Saturday	Visit to Mexico City (Ángel de la Independencia, Frida Kahlo Museum, Castle of Chapultepec, National Palace, Bellas Artes, Cathedral)	Departure: 7:00 hrs.	
9	Sunday	Visit to archaeological site Teotihuacan	All day	
2	10	Monday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs

		Spanish course	8:00 a 10:00 hrs
		Free time	10:00 a 11:00 hrs
		Spanish course	11:00 a 13:00 hrs
		Visit to Talavera de la Reyna Factory and Museum	14:00 a 17:00 hrs
		Ground transportation to homestays	17:00 hrs
		Transportation to Arena Puebla. Lucha libre (Mexican Wrestling).	20:00 a 23:00 hrs
		Ground transportation from Arena Puebla to UMAD	23:00 a 23:30 hrs
11	Tuesday	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
		Spanish course	8:00 a 11:00 hrs
		Free time	11:00 a 12:00 hrs
		Spanish course	12:00 a 15:00 hrs
		Ground transportation to homestays	15:00 a 17:00 hrs.
		Dancing lessons /Mexican or salsa dance	17:00 a 20:00 hrs
		Ground transportation to homestays	20:00 hrs
12	miércoles	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
		Spanish course	8:00 a 11:00 hrs
		Free time	11:00 a 12:00 hrs
		Spanish course	12:00 a 15:00 hrs
		Visit to Cholula pyramid (archaeological site)	15:00 a 18:00 hrs
		Ground transportation to homestays	18:00 hrs
13	jueves	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
		Spanish course	8:00 a 11:00 hrs
		Free time	11:00 a 12:00 hrs
		Spanish course	12:00 a 15:00 hrs
		Ground transportation to homestays	15:00 a 17:00 hrs.
		Dancing lessons /Mexican or salsa dance	17:00 a 20:00 hrs
		Ground transportation to homestays	20:00 hrs
14	viernes	Ground transportation from homestays to UMAD	7:20 a 7:50 hrs
		Spanish course	8:00 a 11:00 hrs
		Tiempo libre	11:00 a 12:00 hrs
		Spanish course	12:00 a 15:00 hrs
		Ground transportation to homestays	15:00 a 17:00 hrs
		Conclusion ceremony	17:15 hrsa 18:00 hrs
		Refreshment and soft drinks	18:00 a 20:00 hrs
		Ground transportation to homestays	20:00 hrs
15	sábado	Ground transportation from homestays to Sida Copa de Oro	8:30 hrs.
		Visit to Sidra Copa de Oro (Cider Factory and Museum)	9:00 a 11:00
		Visit to Africam Safari Zoo	12:00 a 17:00
		Ground transportation to Mall r or Downtown for final shopping.	17:00 a 21:00 hrs
		Ground transportation to homestays	21:00 hrs
16	domingo	Ground transportation from homestays to Puebla Airport or Mexico City Airport	5:00 hrs.

**SPANISH SUMMER PROGRAM
2013**

Please, fill and send the following form to rrii@umad.mx

Student's information

Date _____
Name _____ Last name _____
Email _____

Health Record

Blood type: RH + () – () Weight _____ Height _____
Health status: excellent () good () regular () bad ()
International insurance number and company _____
* It is an obligation to acquire an international medical insurance.

Please answer the question below

Do you have any physical, emotional or medical condition that has required or still requires professional care that might limit your activity in anyway?

Yes () No ()

Please indicate the condition and the implications for your studies and daily living.

In case of emergency

Contact person: _____
Phone _____

I certify that all information provided in this application is correct.

Student's name and signature

Appendix C: Portuguese Language Courses (PLC) at Methodist University of São Paulo

Course Information

- ✓ It is a run-by-demand-only, customizable **4-week** language program which include necessary language skill courses, cultural courses, and site visit programs
- ✓ The course will be developed in three different levels: basic, intermediate, and advance
- ✓ Sample schedule:
(Monday to Friday)
 - 9:00-12:00 Portuguese Class
 - 12:00-14:00 Lunch Time
 - 14:00-16:00 Cultural Classes and Site Visits
- ✓ Samples of guided tour:
 - São Paulo old downtown
 - The China town
 - Museum of soccer
 - Gastronomic tours
 - Municipal Market
 - Museum of the Portuguese Language
 - Subway ride
 - Park tours
- ✓ The program will in total include: 52 language class hours, 16 hours of cultural activities, and 8 hours special lectures

Housing

- ✓ Students can be hosted by a Brazilian family including laundry, breakfast and dinner around **\$800 reals** or stay off campus students house with preview consultation

Costs

- ✓ As a part of MISEN agreement, there is **NO** tuition for students from MISEN members
- ✓ Housing: **\$800** reals
- ✓ Books and Supplies: **\$150** reals
- ✓ Student needs to pay for the field trips

Appendix D: Immunization and TB test Requirement of Nebraska Wesleyan University

Immunization Requirements

- ✓ All international students are required to complete the Confidential Mental Health History Report, which is provided with a welcome package, prior to their arrival. The Nebraska Department of Health requires:
 - Two MMRs
 - Meningitis
 - Four DPT/Td
 - PoliomyelitisMake sure that all information is in English.

- ✓ It is not required, but Hepatitis A and B are recommended for all students. Students must take all required immunizations before they arrive at NWU. If not, students will be required to take them in the United States and they must pay for the shots, and they will not be allowed to attend NWU until they fulfill this requirement.

TB Test Requirement:

In accordance with Nebraska State Law as enforced by the Nebraska Department of Health, all new international students must take Quantiferon (TB Blood Test). Regardless of whether students received a test in their country or TB vaccination, such as BCG in the past, they are still required to take the TB test in Lincoln, Nebraska. It will cost students approximately US\$100. The student's insurance may cover those expenses; but if not, they must pay for them. If the result of the TB Blood test (Quantiferon) is positive, students are required to take a chest x-ray at UNL that costs approximately US\$80 and also are required to take antibiotic medication for the treatment of tuberculosis (Isoniazid) for nine continuous months. (The medicine is provided free of charge.)

All NWU international students are required to have adequate insurance. Details provided after acceptance by the NWU Office of Global Engagement.

Appendix E: 2013-2014 Academic Calendar of Nebraska Wesleyan University

New International Student Orientation	August 19-23
New Student Orientation	August 21-25
Fall class begins	August 26
Labor Day holiday	September 2
Fall Break	October 18-22
Thanksgiving Break	November 27- December 1
Last day of classes	December 13
Final Exams	December 16-20
Final day of semester	December 20
Winter Term	December 30 - January 17
Martin Luther King Day	January 20
Spring classes begin	January 21
Spring Break	March 22-30
Easter Monday recess	April 21
Last day of classes	May 9
Final Exams	May 12-16
Final day of semester	May 16
Commencement/Baccalaureate	May 17

* For Winter and Summer term courses, additional tuition is required.

Appendix F: 2014-2015 Academic Calendar of Nebraska Wesleyan University

New International Student Orientation	August 19-24
New Student Orientation	August 20-24
Fall class begins	August 25
Labor Day holiday	September 1
Fall Break	October 17-21
Thanksgiving Break	November 26- 30
Last day of classes	December 12
Final Exams	December 15-19
Final day of semester	December 19
Winter Term	December 29 - January 16
Martin Luther King Day	January 19
New International Student Orientation	January 19
Spring classes begin	January 20
Spring Break	March 21-29
Easter Monday recess	April 6
Last day of classes	May 15
Final Exams	May 11-15
Final day of semester	May 15
Commencement/Baccalaureate	May 16

* For Winter and Summer term courses, additional tuition is required.