



IWU London Program Application Packet

Offered during the fall semester of each year and led by an IWU faculty member, the IWU London Program allows 16-24 IWU students to live and study in London for a semester, taking IWU courses taught by British faculty who are specialists in their knowledge of London and in their academic field.

All London Program courses fulfill General Education requirements and may also satisfy requirements toward a major or minor with the permission of the appropriate department chair. Program courses are designed to use the city itself as the classroom as much as possible, and the director's course includes an extended excursion outside of London—possibly to the Continent.

Housing is apartment style, with London Program students living together in flats that accommodate 2-6 people. The apartments are furnished and centrally located, with easy access to London's famous Underground.

Eligibility

The IWU London Program is open to students in any school or major. Students seeking to study abroad on the IWU London Program must meet the following eligibility criteria:

- You must have successfully completed a minimum of 4 IWU course units.
- You may not be on academic or social probation during the semester in which you apply for study abroad or the semester you are abroad.
- Your IWU account must not be in arrears.

Application Instructions

1. We recommend that you attend one of the London Program application/information sessions held in the fall. For additional information, please make an appointment to speak with the London Program director or an advisor in the International Office, CLA 3rd floor.
2. Carefully read the Study Abroad Policies. If you have questions about any of the policies, make an appointment to talk with someone in the International Office, CLA 3rd Floor.
3. Complete and submit the IWU London Program application packet by **March 1**. Return completed forms to the International Office, CLA 3rd Floor.
4. Complete and submit scholarship applications, as appropriate.

Application Checklist

- Completed Application Form
- Essay, 300–500 words (see below)
- Academic Reference Form
- Non-Academic Reference Form

Essay

Write a brief essay (300–500 words) in which you explain how your particular background, interests, and talents make you a good candidate for the London Program. This essay is an important part of your application. Be sure to put your name on your essay.

Selection Criteria

- Quality and strength of letters of recommendation
- Personal essay
- Class standing (class units acquired)
- Screening process may include an interview with IWU London Program Director.

Application Deadline

If you wish to become a candidate for the London Program, you must return a completed application to the International Office, CLA 3rd floor, by **March 1**. Once acceptance letters are sent out, a nonrefundable deposit of \$1,000 will be due within a week to the Business Office.



Study Abroad Policies IWU London/IWU Spain Programs

Please retain the policy information for your records.

Eligibility

- You must have successfully completed a minimum of 4 IWU course units.
- You may not be on academic or social probation during the semester in which you apply for study abroad or the semester you are abroad.
- Your IWU account must not be in arrears.

General Policies

- All students seeking to study abroad must meet with the director of the International Office. Neither credit nor financial aid will be granted if you skip the IWU application and attempt to enroll directly in a study abroad program.
- You may not study abroad in any location under a US State Department Travel Warning. For a current listing, visit www.travel.state.gov.
- You must participate in the IWU pre-departure orientation program. If you miss orientation, approval to study off-campus will be rescinded.
- IWU will award credit for a maximum of two semesters of study abroad plus a summer program. Transfer students may be limited to earning fewer credits abroad.
- IWU financial aid may be applied to one semester of study abroad (with some exceptions).
- Students on F-1 and J-1 visas are restricted from studying abroad in their home country.

Registration & Academic Issues

Courses and Course Load

You are required to carry a full-time load of coursework while participating in the IWU London/IWU Spain program. A full-time load consists of 4 courses, just as it would on campus; you will not be allowed to register for only 3 courses or to drop one of your courses without prior approval.

If you are eligible to receive an Illinois State Monetary Award, you must enroll for no fewer than 4 course units of credit to receive the maximum award.

Credits and Grades

IWU does not allow students to take their study abroad coursework on a credit/no credit basis: all of your IWU London/IWU Spain must be taken for a letter grade and the letter grade will be part of your IWU transcript and calculated into your cumulative grade point average.

Applying Credit to Degree Requirements

General Education courses on the IWU London/IWU Spain programs are at the 200-level; some 300-level Hispanic Studies courses are available on the IWU Spain program. Unless otherwise specified, courses on both programs carry only General Education credit. However, it may be possible to receive credit toward a major/minor requirement with approval of the appropriate department chair. Students seeking major/minor credit should consult with the director of the International Office and then complete a Course Approval Form.

It is the prerogative of each department or program at IWU to determine whether or not to apply credit from off-campus study toward its requirements. Not all coursework is necessarily approved in advance; departments

may require evaluation of certain courses upon your return from the program. It is always a good idea to return to IWU with copies of all course syllabi, reading lists, papers, and exams from off-campus study.

Cost & Billing

For the IWU London/IWU Spain programs, you will be charged your regular IWU tuition, room and board, as well as a program fee of about \$5700-\$6000 (for 2016-17). Included in these costs are

- 4 IWU courses
- Housing
- Weekly food stipend
- Roundtrip airfare from Chicago O'Hare
- Underground or Metro pass good for travel within the city for the duration of the program
- Pre-departure orientation at IWU
- 3-day orientation on site
- Transportation for all program excursions
- Entrance fees and tickets for all required program events
- Opening and closing banquets
- Use of a cell phone

IWU will bill you on its regular schedule, and students using the 5 payment plan may continue to do so.

Financial Aid

According to the Higher Education Act of 1965, federal financial aid can be applied to study abroad if you are registered as a full-time student and if you will receive course credit for your study abroad. Both federal and state sources may be applied to up to a year of study abroad. Please note that financial aid packages will be proportionally reduced if comprehensive study abroad costs are significantly lower than IWU's comprehensive fee.

IWU financial aid, with the exception of work-study jobs, may be applied to one semester abroad through an approved study abroad program. Exceptions to the policy are granted for study abroad programs that do not offer a semester option (e.g., the London School of Economics or the Pembroke Program), for study abroad on an IWU exchange program (specifically at Keio University in Tokyo, Al Akhawayn University in Morocco, and Lingnan University and the Hang Seng Management College in Hong Kong), and for participants in the IWU London and IWU Spain programs. Students on these programs may use their institutional aid to study abroad for a second semester.

Additional aid is available for study abroad. All IWU students, as part of the study abroad application process, are required to submit a Study Abroad Financial Aid form to the Financial Aid Office. That office will then evaluate your financial need as compared with the estimated cost of your study abroad program and you may then become eligible for additional loans or a study abroad grant. In addition, study abroad scholarships are available from our affiliated study abroad programs and other external sources.



Personal Information (Please print clearly in ink.)

Name: last first middle

Date of Birth: Student ID #:

Local Address (Hall, House, or Off-Campus):

Local Phone: Home Phone: IWU Email: @iwu.edu

Home Address: street city state zip code

Academic and Disciplinary Information

Class year: First-Year Sophomore Junior

Major 1: Major 2:

Minor 1: Minor 2:

Cumulative GPA:

Are you or have you ever been on academic probation? Yes No If yes, please explain on the back of the page.

Are you currently under any disciplinary sanction with the Dean of Students Office or have you ever been referred to AUJC or the Dean of Students office for disciplinary action? Yes No If yes, please explain on the back of the page.

References

Please provide the names of your referees: Academic Reference: Non-Academic Reference:

Agreements

Please initial the following to indicate that you have read and understand each item:

- I understand that, upon acceptance to the program, I am required to submit a non-refundable \$1000 deposit and that the deposit will be credited toward the cost of the program.
I understand that I am required to attend the pre-departure meeting in its entirety or permission to study abroad will be withdrawn.
I understand that I must submit all additional study abroad forms (Waiver, Medical Information Form, Study Abroad Financial Aid Form, and Letter of Understanding form) by the required deadlines or permission to study abroad may be withdrawn.
I understand that social and/or academic probation can affect my approval for off-campus study.
I understand that, in addition to regular IWU tuition, room and board, I will be charged a London Program fee.
I understand that IWU will apply any applicable financial aid to that tuition bill, and then will forward the balance to me, my parents, or my guardian.
I understand that I must report any additional scholarships I receive to the International Office and the Financial Aid Office.

I certify that this application is true and accurate to the best of my knowledge.

Name (print) Signature Date



For the Student

Complete the top portion of the form then provide it to your academic referee. Your academic referee should be a faculty member with whom you have taken a course and who knows you well enough to provide an assessment of your academic performance. Ask the faculty member to **send this completed form to the International Office, CLA 3rd floor, by March 1**. Please allow the faculty member at least two weeks to complete this form.

Referee's Name: _____

Applicant's Name: _____

Waiver and Consent

- YES, I do waive my right to examine this letter of recommendation.
- NO, I do not waive my right to examine this letter of recommendation.

I understand that once my application is submitted, the above choice may not be altered.

Name (print)

Signature

Date

For the Referee

Please answer the following questions to the best of your ability. When completed, **please return this form to the International Office, CLA 3rd floor, by March 1**.

How well do you know this student? Please include the course(s) in which you've taught her/him.

In your judgment, how do this student's academic abilities and achievements compare to those of other Illinois Wesleyan University students?

How would you assess this student's social maturity (e.g., reliability, integrity, ability to get along with others)?

Do you know of any special factors that make this student a particularly good, or a particularly poor, candidate for the London Program?

Please check the most appropriate boxes below.

I would accept this student into the London Program

- immediately and unreservedly.
- with reservation.
- not at all.

If I were teaching for the London Program, I would

- definitely want this student in my seminar class.
- not mind having this student in my seminar class.
- probably give priority to other students.
- prefer not to teach this student again.

Do you have any further comments?

Signature of Referee

Date

Phone Number: _____

**Please complete and return to
International Office, CLA 3rd Floor**



For the Student

Complete the top portion of the form then provide it to your non-academic referee. Your non-academic referee should be someone who knows you well enough to provide an assessment of your maturity and interpersonal skills (e.g., residence hall director, employer, coach, or a second faculty member). Ask your referee to **send this completed form to the International Office, CLA 3rd floor, by March 1**. Please allow your referee at least two weeks to complete this form.

Referee's Name: _____

Applicant's Name: _____

Waiver and Consent

- YES, I do waive my right to examine this letter of recommendation.
- NO, I do not waive my right to examine this letter of recommendation.

I understand that once my application is submitted, the above choice may not be altered.

Name (print)

Signature

Date

For the Referee

Please answer the following questions to the best of your ability. When completed, **please return this form to the International Office, CLA 3rd floor, by March 1**.

How well do you know this student and in what capacity?

How would you assess this student's social maturity, reliability, integrity, and ability to get along with others?

Do you know of any special factors that make this student a particularly good, or a particularly poor, candidate for the London Program?

Please indicate any disciplinary problems that have arisen with this student.

Please compare the student with all of the students you have worked with, and then rank her/him in the categories below. Feel free to enter comments when necessary.

	<i>Low</i>			<i>High</i>	
Social maturity	1	2	3	4	5
Reliability	1	2	3	4	5
Integrity	1	2	3	4	5
Leadership qualities	1	2	3	4	5
Ability to get along with others	1	2	3	4	5
Sense of responsibility	1	2	3	4	5
Self-discipline	1	2	3	4	5
Common sense	1	2	3	4	5
Consideration for others	1	2	3	4	5

Do you have any further comments?

Signature of Referee _____ Date _____ Phone Number: _____

**Please complete and return to
International Office, CLA 3rd Floor**