



# 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 3<sup>rd</sup> 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 3<sup>rd</sup> Floor.
3. Complete and submit the IWU London Program application packet by **March 1**. Return completed forms to the International Office, CLA 3<sup>rd</sup> 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 3<sup>rd</sup> 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.

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## **Eligibility**

- You must have successfully completed a minimum of 4 IWU course units.
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- 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](http://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.