



University of California Education Abroad Program  
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## ***WHAT DO I NEED TO KNOW RIGHT NOW?***

***Read the letter, then complete and return the “I Understand” form***

**2013**

**TO:** All Applicants for *Arts, Politics, Society & Space, UC Center London, Fall Semester*

**FROM:** Michelle Bobro, International Programs Specialist, UCEAP  
e-mail: mbobro@eap.ucop.edu

***Please give a copy of this letter to whomever may be assisting you financially and/or in making arrangements for your stay abroad. This letter will answer most of their questions.***

The UC campus EAP offices have chosen fully-qualified students to be admitted to this program. You do not need to wait for a separate admission decision by UCEAP or by the program provider, ACCENT.

*(Students applying for the Internship plus Workforce Course will receive a separate notification from ACCENT.)*

Steps to follow for the most successful experience:

1) Carefully read all instructions and information regarding any pre-departure preparations as soon as you receive them. UCEAP will provide an original certification of participation document for your use in obtaining an entry clearance (visa) – the Student Visitor Visa upon arrival in the UK. Most likely, the original document will be sent to your campus EAP office for you to pick up.

*(Internship students will receive a different letter from ACCENT in order to apply for the Tier 4 Student Visa before departure from the US.)*

2) UCEAP or ACCENT may have questions about your application, your special needs, or other issues. Respond to these questions immediately, by e-mail, and send an e-mail copy to your campus EAP advisor.

3) Please inform UCEAP as soon as possible if you require access to services for learning, physical, or psychological disability. Submit documentation from your campus special services office, explaining the needs and any available funding available. You are responsible to pay the provider abroad for any services – they are not included in the fees paid to UCEAP. Communicate with UCEAP or ACCENT before departure concerning the costs of these services.

4) Class attendance is mandatory. Non-attendance will jeopardize your cumulative GPA. EAP grades appear on your UC transcript exactly as all your other UC grades.

5) If you withdraw from the program after its official start date, you will need to complete a Petition to Withdraw which will ultimately be signed by your Dean or Provost.

- 6) Housing will be pre-arranged by ACCENT and is an integral part of the study abroad program.
- 7) You are responsible to make your own round-trip travel arrangements. Students must appear at the program's designated "arrival" site, on the correct date, or be subject to dismissal from the program (see the Student Agreement). The "official EAP start date" is published in the Program Calendar on the UCEAP website. *UC Center London Fall = August 21, 2013*
- 8) Detailed arrival instructions and local transportation information will be found in the UCEAP Predeparture Checklist.
- 9) Although you may have the most personal contacts with faculty and staff at ACCENT, there is a UCEAP Study Center office responsible for you and your program. Study Center staff are available to you at any time. Even if you feel problems are being handled well by ACCENT, you should still discuss any problems with your Study Center.
- 10) It is very important that parents/guardians/others who provide financial support be informed that this program is a UC-construct or "island" program. The classrooms are NOT on a university campus – there are NO British or other international students in the classes. However, there may be other students from the US in the program.

Please inform the appropriate persons so they understand exactly what the program provides or does not provide. Since students are at least 18 years old, and are adults, students are responsible to inform other interested persons. They can also be referred to the UCEAP website, but students should still personally and specifically explain the points noted in this section.

- 11) The program provides a rigorous curriculum of one core course and three elective courses with lectures, discussion sections, and field trips. All students participate in the identical one core course.

*(Internship students participate in an internship plus the Workforce course. This package counts as one of the three elective courses. There is an additional charge for this package.)*

- 12) The UCEAP withdrawal deadline without \$500 EAP withdrawal fee penalty = May 1, 2013

**IMPORTANT NOTE:** The UC Center London Fall program and housing providers (ACCENT and Acorn respectively) will charge additional, significant penalties for withdrawal after their own separate deadlines. These penalties can amount to several thousand dollars each. See the penalty fees listed in the UCEAP Student Budget and the UCEAP Program Guide for the Program Cancellation Fees AND the Housing Cancellation Fees.

*(Internship students will be charged an additional cancellation fee if they withdraw from an assigned internship.)*

- 13) All NON-INTERNSHIP students who are US citizens and some non-US citizens on this program must obtain a "Student Visitor Visa" upon arrival in the UK. Detailed information is found in the Entry Clearance (Visa) instructions in the UCEAP Predeparture Checklist.

Students who are NOT US citizens must check the British Consulate website IMMEDIATELY to find out if they must obtain the "Student Visitor Visa" before departure from the US, due to their country of citizenship.

**\*\*Both the Student Visitor Visa upon arrival and the Student Visitor Visa before departure stipulate that a UC Center London Fall student CANNOT WORK, INTERN, OR DO VOLUNTEER WORK in the UK.**

*(However, internship students must obtain the Tier 4 Student Visa before departure from the US in order to participate in the internship.)*

14) If your passport number changes for any reason, inform UCEAP and change the number in MyEAP.

15) Students who will study in the United Kingdom MUST NOT travel to or through the Republic of Ireland on their way to the UK. The reasons for this are explained in the Program Guide on the UCEAP website.

16) ONLY YOUR HOME CAMPUS ACADEMIC ADVISOR (College and/or Department) can approve credit and type of credit (major, minor, GE, elective) granted for courses taken on EAP.

Best wishes to you as you prepare for a wonderful experience abroad!

*The following page is the “I Understand” form.*



*Read, complete and return the form along with your Predeparture Checklist materials*

*Keep the letter and a copy of the completed form for your own records.*

**University of California Education Abroad Program (UCEAP)**

**“I Understand” Form 2013**  
*UC Center London Fall Semester*

I have read the letter from Michelle Bobro, UCEAP, addressed to applicants for UC Center London Fall.

I understand:

I am responsible for all round-trip travel arrangements and that the “official start date” is the day I must appear at the program’s designated “arrival” site. #7 and #8

I am required to live in the housing pre-arranged by the program provider. #6

Class attendance is mandatory. #4

There is a UCEAP Study Center in the UK available to assist me at any time with whatever problems I may encounter. #9

I am responsible to inform anyone financially supporting me about the logistics and costs of the program. I understand it is especially important to inform others that this program is a UC-construct or “island” program and to inform them of the specific points in Section #10.

All students will participate in the same one core course. #11

There are several, separate withdrawal deadlines set by UCEAP, the program provider ACCENT, and the housing provider Acorn, each with significant financial penalties. #12

I must read the visa information in the UCEAP Predeparture Checklist. #13

I MUST NOT travel to or through the Republic of Ireland on my way to the UK. #15

If I receive an internship, I MUST apply for and obtain the Tier 4 Student Visa before departure from the US. #1 and #13

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*Revised March 2013*