

**James Madison
University
Semester in London**

Professor Rustin Greene, Director

Student Handbook



important telephone numbers & addresses

jmu in london:

• The FMIR House	29 Summerlee Ave., N2 9QP	020 8883 3189
• The FMIR Office in Madison House:	14 Bedford Place, WC1B 5JA	020 7323 0528
• The FMIR Mobile Phone		0798 098 8676
• Madison House Manager Office	14 Bedford Place, WC1B 5JA	020 7323 5884
• Madison House FAX:		020 7323 0914
• Madison House email:	london@jmu.edu	

support:

• Police/Fire/Injury	<i>(No money needed)</i>	999
• Plaza Medicentre	Plaza Shopping Centre 2 nd Floor, Oxford Street, W1N 9DP	020 7637 7883
• University College Hospital (ask for Drs. Wolford or Nazeer)	25 Gower Street, WC1 (Entrance on University St.)	020 7387 9300
• U.S. Embassy in London	24 Grosvenor Square	020 7499 9000
• Calling the USA:	(Internat'l code + area code + #)	001 +
• SIL Director at JMU Prof.	School of Media Arts & Design email: greenerp@jmu.edu	001 540/568-7806
• SIL Director FAX at JMU	Mobile phone when in London:	078 6654 8023 001 540/568-7026

table of contents

I.	Background Information	5
	History	5
	Philosophy And Structure	5
II.	Pre-Departure Program Information	7
	Orientation Meetings	7
	Insurance And Medical	7
	Travel Arrangements	7
	Weekend Travel	7
	Financial Information	8
	Paid Work In London	8
	Madison House	8
	Family Visits	9
	Internet/E-mail Access	9
	Packing	9
	Clothing / Everyday Dress	9
	Preplanning Check List	10
	Do Bring List	10
III.	Arrival In London	11
	Arrival / Airports	11
	Traveling During The Semester	11
IV.	Academic Information	12
	Classes	12
	Attendance Policies	12
	Books	13
	Registering For Classes	13
	Honor Code	14
V.	Living At Madison House	15
	Standards of Conduct	15
	Sexual Harassment	15
	Alcohol	15
	Drugs	15
	Dismissal From Study Abroad Programs	16
	Madison House Smoking Policy	16
	Madison House Guest Policy	16
	Special Accommodations	16
	Miscellaneous Madison House Policies	16

VI.	Public Transportation/Trains	17
	Underground	17
	Buses	17
	Walking	17
	Trains	17
VII.	Security Issues	18
	Normal Everyday Security	18
	Special Security Issues During Times Of International Crisis	18
VIII.	Dining, Going Out, And Shopping	19
	Restaurants	19
	Clubs	20
	Shopping Recommendations	20
	Reference Books	21
	Where To Exercise	21
	Selected Suggestions From Past Students	21
IX.	Appendices	22
	SIL Classes	23
	Sample Weekly Expenses	24
	Statement Of Intent To Participate	25
	Student Handbook Agreement	31

i. background information

history

In 1979, the Semester in London Program piloted JMU's approach to international education, stressing an organized experience of culture through liberal studies. JMU now offers semester programs in Florence, Italy, Salamanca, Spain, and Antwerp, Belgium, and many summer programs throughout many regions of the world. JMU's Studies Abroad Programs have enjoyed overwhelming success, setting forth rich examples of the power of learning by doing, seeing and participating.

In 1989, JMU moved to Madison House, an eighteenth century terraced building in the heart of historic literary Bloomsbury. Many hundreds of JMU students called this dormitory style residence home.

In Spring 2009, JMU moved to a new Madison House, another Georgian terraced building, also in the heart of Bloomsbury, adjacent to Russell Square and near the British Museum. Students share furnished flats, enjoying more independent living. Madison House also contains the Semester In London program office, where the Faculty Member in Residence and Resident Manager share an office. The Resident Manager works for JMU's Office of Residence Life, assists students with residence life issues, and assists with the operation of our Semester in London Program.

James Madison University's Semester in London Program is constantly being strengthened to ensure that it is the finest of its type. Students are provided a structured and comprehensive program of academic, cultural and social experiences designed to reveal British culture both within and outside the classroom.

philosophy and structure

The Semester In London program can be divided into four experiences, academic, cultural, independent, and residential.

Academic Experience - At its core, the Semester In London is an academic program. Students in the Fall and Spring semesters must enroll for at least fifteen (15) semester credits, to maintain full-time student status. Summer students must enroll in twelve (12) semester credits. All classes are three credits, with similar academic expectations as classes offered at JMU. The academic program is the heart of JMU's Semester In London. Students may participate in internships as part of their academic program, providing invaluable international work experience.

Cultural Experience – JMU's Semester In London program is defined by its unique cultural program. All students participate in regular, cultural outings and excursions throughout the semester. Most of these activities are a mandatory part of participation in the Semester In London. Students may not pick and choose program activities and events, but must commit to full participation in group activities. Family and friends visits do not excuse participation in class or group activities. The cultural program is the soul of JMU's Semester In London.

Independent Experience – Academic and group cultural experiences are the most important elements of the Semester In London program, however, there are many opportunities for students to explore London, the United Kingdom and Europe independently, on free weekends and during the semester break. However, independent travel and exploration cannot interfere with the Academic or Cultural program, and are not excusable absences.

Residential Experience – All Semester In London students live in , operated by JMU Residence Life and managed by a Resident Manager. The Semester In London program is a living-learning community, and Madison House is the focus of this community. Semester In London students abide by a code of conduct, with rights and responsibilities, administered by the Madison House Resident Manager and JMU's Office of Residence Life. Madison House, with its proximity to the pulse of London, and its strong sense of community, is often cited as one of the primary reasons for the success of the Semester In London.

The Semester in London Program is a subdivision of the JMU Office of International Programs. Each country program has a director who manages the organization and administration of that country's programs. The Director of the Semester in London Program is Rustin Greene, Professor of Media Arts and Design.

Each semester, the Studies Abroad Selection Committee chooses a JMU faculty member or administrator to be the faculty-member-in-residence (FMIR). This selection process takes place up to two years in advance of the semester the faculty member will serve in London. The FMIR is usually aided by his or her spouse or chosen assistant. The FMIR manages the academic and cultural program.

JMU contracts with independent professors to teach Semester In London classes. Each has ample professional and teaching experience within the U.K., is academically qualified to teach at JMU, and has demonstrated success teaching American students. The FMIR typically offers an additional class to the curriculum each semester, based in the professor's area of study.

ii. pre-departure program information

orientation meetings

Pre-departure orientation meetings are required for all students. The first orientation meeting is conducted by the Office of International Programs and addresses essential passport/visa, safety and security information. Semester in London students need a passport, but do not need a Visa to enter the U.K. The Semester In London program has two more orientation meetings, addressing the logistics of your trip, curriculum and registration issues, cultural and living concerns and opportunities in London. It is important that you attend these meetings, because they will provide you an opportunity to get to know other students in your group, and to review essential policies, regulations, and benefits of the Program. You are responsible for knowing and abiding by these rules and regulations.

insurance and medical

JMU provides all students studying in London health insurance as part of the student's program fee. The Semester In London Program suggests students use Plaza Medicentre for basic medical treatment while participating in the program. It is easy, convenient, and our students have received good care. The Madison House Resident Manager and FMIR will help you make appointments with health care providers. You should expect to pay cash (@ £50 minimum) for each doctor visit.

travel arrangements

Students are responsible for making their own travel arrangements to and from London. Students who arrive at Heathrow Airport on the morning the program begins will be transported by coach, as a group, to Madison House. Students who arrive at other times and other locations must get to Madison House on their own (see "arrival" later in this Handbook). Students arriving before the start of orientation may be able to leave luggage in Madison House, but need to make housing arrangements elsewhere. If you plan to arrive at Madison House earlier than the day your program begins, you must notify the Madison House staff directly of your interest.

During the fall and spring semesters, students have a ten-day mid-term break, when most choose to travel. Students *may* remain in Madison House without additional charge.

Students are responsible for making their own travel arrangements from Madison House to the airport at the end of the program.

weekend travel

You are free to leave on free weekends after all classes and scheduled events have ended. You are required to return for the Monday General Meeting and classes. You should leave an itinerary with the FMIR and Resident Manager, and if possible, contact information (names and phone numbers) so we can contact you in case of emergency. Students are advised to take the FMIR and Madison House Resident Manager's telephone numbers when they travel, and keep an emergency money supply for the last day/night of the trip.

financial information

The best and safest way to bring money to London is an ATM/debit card, with a Visa charge card for major purchases, and travelers' checks as emergency backups. An ATM/debit card is the best way to secure the most favorable exchange rate on a day-to-day basis (though you should check to see what processing fees, if any, your bank applies for each transaction). Visa, American Express, and Master Card are widely accepted in England and around Europe. You may want to bring a few pounds with you, but airports have plenty of ATM machines and Currency Exchange businesses to buy pounds upon your arrival. During the semester, you will receive a weekly cash stipend of £52 for food or other needs that may arise. For your safety, a money/passport pouch to wear around your neck and under your shirt is *strongly recommended*, especially when you travel. Pickpocketing is an art in England and all across Europe.

To give you a general idea what other students have budgeted for their personal expenses, here are a few basic figures. A bottom-line frugal allowance—including approximately \$500 for a one-week vacation in England or on the continent—would be \$1200. A middle-of-the-road budget might be \$2000-2500, depending again on your vacation plans. A few students on the first-class luxury level with major clothing purchases have been known to spend a \$1000 a month. You will have to decide where you fit in this financial spectrum. Typical weekly expenditures are in the Appendix.

paid work in london

Students are not permitted to have paid work while studying with the Semester In London. Students are permitted to participate in non-paid internship work experiences as part of their academic program. The Semester In London is designed to encourage students to study and learn about London and the United Kingdom, in and out of the classroom. Although work can be a valuable learning experience, it is not compatible with the goals and objectives of the Semester In London. Students may apply to work after their study abroad semester, but not during the semester.

madison house

Madison House is a multi-story building with five fully furnished apartments. This is the heart of the Semester In London community. Students will share bedrooms with one or two other SIL students. JMU provides some weekly housekeeping, however, students are responsible for washing their own dishes, cleaning up after themselves, cleaning their own rooms, and keeping all common areas tidy. Students are responsible for doing their own laundry, and there are free washers and dryers in the basement of Madison House.

Students are provided two sets of bed linens and three towels. Storage space in most of the rooms is quite limited, so think twice before bringing lots of suitcases, extra clothes or shoes.

Every group has student assistants to help manage and facilitate the students' Semester In London experience. Resident Assistants help the FMIR and Madison House Resident Manager maintain a safe and collegial environment. A Social Director helps coordinate and facilitate independent activities for members of the community.

Madison House student rights and responsibilities will be addressed by the Madison House Resident Manager during your initial orientation.

family visits

Family and friends are welcome to visit you during your semester in London. It is often very exciting for your parents to have you show them *your* London. However, please inform your visitors that you must attend classes and group activities, even while they are in London. Missing class for family visits is not excused. Your visitors may accompany you on many class outings, with your professor's prior approval. You may arrange for your visitors to attend plays and concerts with the group, although you will have to purchase your tickets separately and your guests will probably not be able to sit with the group. Please, do not ask professors or the FMIR to purchase tickets for your visitors. Family and friends are not permitted to accompany you on out of London program events.

internet & email access

Madison House has wireless, broadband (ADSL) internet access, so you will be able to email, use the internet and access eCampus from your flat. Your laptop must have its own network card to enable you to connect to the Madison House network. Students who do not bring a laptop may use a computer in the Semester In London program office, during office hours. Students will also be able to use the printer in the office during office hours. Extensive online activities are discouraged, because every hour in front of a computer screen is an hour not spent out and about in the city you have been waiting months and months to explore. London is not a "virtual" place.

packing

Check with your airline for baggage limitations. Generally, you may bring two suitcases totaling 106 inches in each of their three dimensions (height, width, and depth) with neither suitcase exceeding a total of 62 inches or 70 pounds. You may also take one carry-on bag. We recommend you leave room in your bags just in case you buy something in England. Return luggage space is always a major hassle (even for very short trips), and you will be glad if you packed sparingly for your trip. You should also pack a small bag for weekend trips or for extra luggage coming home. If you are planning any extra travel while you're abroad, a travel-size backpack is recommended as your carry-on item. Students may wish to bring a book-size backpack as well for daily use. When packing battery operated items like CD players and radios, the batteries should always be removed and the items themselves packed on or near the top layer of your clothing. This simplifies security checks and insures less disruption of your careful packing. Laptops and digital cameras should only be packed (with batteries charged and in place) in your carry-on luggage. You may need to turn on your computer for airport security inspectors.

clothing/everyday dress

London is a very fashionable city, where just about anything goes. The English traditionally dress more conservatively than Americans do, although it will not seem that way in London. Bring jeans and tennis shoes ("trainers" in the UK), but also something for those occasions when the English people around you will be more formally dressed. Gentlemen, bring a sports jacket or suit, dress shirt and tie; ladies, at least one dressy outfit. Interns will need to dress appropriately for their job, so learn what is expected before you leave home. Remember one more thing: your wardrobe need not be extensive; most Londoners make do with fewer clothes and are not offended to see

you in the same outfit often. We recommend you take simple articles of clothing that mix and match well. Layers make a great deal of fashion sense in England—tee shirts, turtle-necks, vests, sweaters, microfiber jackets, lined rainwear, etc. It is not possible to accurately predict the weather in London, but generally speaking, it will be cold and wet for at least half of each fall and spring semester. It can get very chilly in London in the winter, so bring items such as gloves, scarves, and a warm coat. Do not forget to bring some type of raingear, including a compact umbrella.

As for that more London-type look, many students in the past have shopped for clothes to fit in once they arrive. The typical London student can be found wearing a pair of jeans or trousers, a shirt with sweater, a jacket and shoes. Certain London markets have great buys on sweaters, shoes, jackets and other clothing.

pre-planning checklist

We recommend you have the following items with you while abroad:

- A photocopy copy of your passport (to carry with you *always*)
- Your driver's license
- Emergency contacts card (given to you upon your arrival in London)
- Your International Student I.D. Card (available from International Programs Office)
- A large supply of any necessary medications (pack some, carry on some)
- Prescriptions for medicines, glasses, etc.
- If you are in counseling, develop a treatment plan for your time abroad

do bring:

- A laptop computer (Windows or Mac) with built in (220-110) voltage converter, and wireless network card to connect to the Madison House wireless network. Adaptor plugs can be purchased at nearby electrical stores relatively inexpensively.
- A digital camera with built in (220-110) voltage converter and at least two memory cards and transfer (typically USB) cables.
- A small, battery-operated radio/alarm clock.
- A backpack or collapsible duffel bag for weekend travel.
- *Let's Go Europe*, *Lonely Planet* or a similar guidebook. Copies of current guides are kept in the Madison House Library, but you may want one for your personal travel. The Program will provide you with a London street guide when you arrive.
- A MP3 player. Some students recommend small, battery operated speakers for your room.

iii. arrival in london

arrival/airports

Two airports in London service international flights from the US: Heathrow and Gatwick. You can take a black cab from either airport for \$50 or more; but you can save money by doing one of the following:

FROM HEATHROW:

1. For £16.50, take the Heathrow Express, a fast non-stop train from Heathrow into Paddington Station (20 minutes), where you can get a black cab to Madison House (about £13 with tip).
2. For £4.00, take the Piccadilly Line (London Underground) out of the airport to the Russell Square station (about one hour). Turn left out of the station, and left again at Southampton Row. Russell Square will be across the street. Cross Southampton Row at the end of Russell Square and turn left onto Bedford Place. Proceed to Madison House, #14 Bedford Place. Look for the Madison House sign.

FROM GATWICK:

1. For £16.90 you can take the Gatwick Express from the airport to London's Victoria Station (30 minutes). From Victoria you again can take a black cab for approximately £12.
2. Upon arrival at Victoria station, you can take the underground. Get on the Victoria Line North-bound and transfer at Kings Cross St. Pancrass station to a westbound Picadilly Line train. Get off at the Russell Square station. Turn left out of the station, and left again at Southampton Row. Russell Square will be across the street. Cross Southampton Row at the end of Russell Square and turn left onto Bedford Place. Proceed to Madison House, #14 Bedford Place. Look for the Madison House sign.

traveling during the semester

If you plan to fly anywhere during your stay in London, there are two student travel agencies (STA) near Madison House, but most students make their own arrangements online. Be sure to take your International Student ID card with you to receive discounts.

iv. academic information

NOTE: Each student must determine how SIL classes will contribute to his/her academic program at JMU. We urge all students to meet with their advisors to help make these determinations. The Semester In London program cannot accept responsibility for changing academic program or degree requirements.

classes

Semester In London classes have similar goals and objectives to classes at JMU, and similar academic expectations. However, SIL classes are uniquely structured to enable students to learn about London from London. All classes meet twice each week, once in a classroom and once on an outing. For example, Theatre students attend plays, Art History students visit art galleries and museums, and History and Political Science students visit museums, and important historical and government sites. Outings for all classes are open to everyone (except the Theatre and Film Adaptations classes, and in situations where group sizes are limited).

Semester In London students must be full-time students and enroll for at least 15 credit hours (twelve during the summer). We discourage you from taking 18 hours. It is possible to enroll for an independent study, but students must pre-arrange this with a JMU faculty member in advance of registration. Independent study proposals must also be approved by the SIL Director in advance of registration. Make curricular decisions by carefully considering your goals and objectives for this semester, especially considering that you will be involved with regular, program-related cultural activities in addition to your academic activities. Everyone may attend any class meeting during the first week of the semester. There is an Add/Drop period at the end of the first week of classes. No class or credit changes may be made after the Add/Drop day has passed.

attendance policies

Full participation is expected at all Semester in London classes, outings, cultural activities and weekend trips. The academic program is the primary purpose of this study abroad program. Students who do not attend class, ignore the intent of the Semester in London Program (agreed to in the Statement Of Intent To Participate, in the Appendix), or disrupt the flow and functioning of the Program may be dismissed from the program at the Director's discretion. Specific class attendance policies are left to the discretion of each Semester in London faculty member, and may vary from professor to professor. However, students who miss more than two meetings of any individual class, or two program cultural events, will receive a warning letter, with a copy sent to the Study Abroad Officer at your home institution. If your attendance does not improve you may be dismissed from the program and lose all academic credit for the semester.

Students may be excused for a maximum of one week to attend planned major family events (i.e. weddings, etc.), with written approval of the program director. Students may be excused for a maximum of one week to attend to family emergencies (i.e. funerals, etc.), with written approval of the program director. These students may be required to complete additional academic work, at the discretion of their instructors.

One of the defining characteristics of the Semester In London program is its group cultural experience, i.e., theatre and music performances, excursions, day and weekend trips. These are an

integral part of the program, and not optional, extracurricular activities. *Students are absolutely required to attend all group activities. Students who do not attend a scheduled group event or an optional event which they agreed to attend (for other than health reasons) must reimburse the program all costs expended for them associated with the event, and may face disciplinary action.* Students who refuse to reimburse the program will have those costs deducted from their next weekly stipend. Students may be dismissed from the program for not participating fully in program cultural activities.

Students receive the full program calendar upon arrival in London, and may use this calendar to start making plans for independent weekend travel and personal cultural events. The program calendar lists required class and program events. However, since the program calendar is subject to changes and additions as the semester progresses, students will receive updated calendars each week. Students should consult with the FMIR before confirming travel and cultural event plans to determine whether those dates and times are actually free. Students who receive permission from the FMIR to make independent plans will not have to cancel or reschedule those plans if a class or group event is subsequently scheduled, and alternative plans will be made for class events. However, students who have not received the FMIR's permission will be expected to change their plans and participate in the scheduled class or group event, or must reimburse the program for all expenses incurred on the student's behalf for that event.

Attendance at the Monday General Meeting is required. This is the only opportunity for the group to meet together, and is when students learn about the week's activities and receive their weekly cash stipend. *Students who do not attend the Monday General Meeting forfeit that week's stipend.* (Students receive a food stipend only when they are in London participating in the academic program. Students do not receive a food stipend during semester break.)

books

The Semester In London program provides students with books required for classes, to use during their semester. In addition, you will have access to local public and University of London libraries nearby. Occasionally, students may be asked to purchase their own copies of plays or programs for the theatre class.

registering for classes

JMU students register for Semester In London classes via eCampus during their regular appointment times. You will receive a list of projected class offerings at your first Program Orientation Meeting, and will register on campus for only those classes offered for the London Program. All of our classes should be listed in the class schedule booklet. No Semester In London classes have prerequisites, and none require overrides. All students may enroll in any Semester In London class. Class adjustments take place in London during the Add/Drop period, at the end of the first week of classes.

While in London, you will pre-register for your next JMU term normally, on eCampus. Before you leave for London, consult your academic advisor to plan your next semester's schedule. It is your responsibility to keep up with current eligibility requirements for your major and any prerequisites or overrides for classes you are considering. Arranging overrides through your department or college needs to be done well in advance of registration week.

Due to the university's student privacy policy, your academic records for registration, degree requirements and financial records (tuition balances or account holds) are considered confidential. The OIP staff and SIL staff cannot discuss the details of your student account or your class schedule without your written permission. *Remember: choose alternates for all classes when registering and clear all holds ('service indicators') from your account.*

honor code

All students participating in JMU's semester abroad programs must abide by the JMU Honor and Judicial Systems. The JMU Honor Code and Judicial System are in effect and apply to academic and social behavior in London.

v. living at madison house

standards of conduct

The rules for conduct set by Madison House and the Office of International Programs are stated throughout this handbook, and in a Handbook you will receive in London. You are expected to uphold all these standards of conduct. Students guilty of serious misconduct or failure to abide by Semester In London policies and rules may be referred to the JMU Judicial System, and may be dismissed from the Semester In London program and Madison House. Madison House rules concerning food, laundry, housekeeping and quiet hours will be explained at the initial orientation sessions in London.

harassment

As on the JMU home campus, faculty and students are reminded to be cautious regarding behavior that refers to a person's gender, race, religion, age, disability, sexual preference or national origin. Harassment is defined as "offensive verbal or physical conduct, which creates an intimidating, hostile, or offensive study environment". Harassment may include such actions as unwelcome verbal kidding, physical contact, demands or subtle pressure for sexual favors accompanied by implied or overt promises of preferential treatment or threat to one's grade. FMIR's and Resident Directors are responsible for assuring that such behavior does not occur between students and foreign faculty, themselves, or within the student group. Students, FMIR's, and Resident Directors may contact the Office of Affirmative Action (540-568-6991) and/or the Executive Director of International Programs (540-568-6419) if they have any questions or concerns regarding sexual harassment.

alcohol

James Madison University prohibits illegal or otherwise irresponsible use of alcohol by students. It is the responsibility of every student to know the risks associated with alcohol use and abuse. This responsibility obligates students to know relevant University policies and national, state, and local laws and to conduct themselves in accordance with these policies and laws. JMU students traveling abroad may be studying in countries where the legal age for alcohol consumption and/or rules regarding the consumption of alcohol are different than in the United State. Thus, while overseas, it is the responsibility of the student to know the relevant country and local laws concerning the possession, use, and abuse of alcohol. If students who are of legal age choose to consume alcohol while abroad, they are expected to drink and behave responsibly. The illegal or excessive consumption of alcohol or misconduct due to alcohol consumption will not be tolerated and will result in disciplinary action, including dismissal from the program and follow-up through the JMU judicial system.

drugs

Illegal drug use in any form is not tolerated. JMU students traveling abroad may be studying in countries where drugs that may be legally possessed and used in the United States are prohibited by law. Thus, while overseas, it is the student's responsibility to know the relevant country

and local laws concerning the possession and use of drugs. Most foreign criminal systems are considerably less accommodating than those within the United States; student possession or use of illegal drugs may be punishable by fine, imprisonment, and/or deportation. Study abroad participants found using or possessing illegal drugs in any form are subject to immediate dismissal from the program and follow-up through the JMU judicial system.

dismissal from study abroad programs

In the event that students are dismissed from a study abroad program, students must vacate all University facilities upon dismissal, including residence halls, apartments, hotels, hostels, home-stays, classrooms, offices, and any other premises used or operated by JMU.

If dismissed from a study abroad program, students will receive a “W” in all classes.

Students will forfeit any remaining program fees, tuition, room and board, and any other fees associated with the study abroad program.

Student behavior that results in dismissal from a study abroad program will be referred to the JMU judicial system.

madison house guest policy

Madison House is a Semester In London student residence. Madison House’s guest policy prohibits anyone from spending the night in student rooms or flats, or being in Madison House after midnight.

special accommodations

Students who need special housing or other accommodations must register with Ms. Valerie Schoolcraft, Program Manager of JMU Disability Services (568-6705, schoolvl@jmu.edu) before departing for London, to enable Ms. Schoolcraft time to assess the request and determine whether the student is eligible to receive special accommodation. Only JMU Disability Services can grant special accommodations to Semester In London students.

miscellaneous madison house policies

Madison House is a smoke-free accommodation, and no smoking is permitted anywhere within Madison House.

Tell any friends to call you before they come to visit. The Resident Manager is not your answering service, and other students do not want to race all over the building looking for you. *Do not give your keys for Madison House to anyone at anytime. Students must not allow strangers to enter unless they are accompanied by a member of the Program or the staff.*

The Resident Manager is at Madison House to get to know you and help you have a safe and enjoyable semester in London. The Resident Manager’s hours for Madison House-related matters are 9 a.m. to 4 p.m, Monday - Friday.

vi. public transportation/trains

underground

The most popular mode of transportation in London is the Underground, more commonly known as *the tube*. There are several tube stations close to Madison House. Upon arrival, you will receive a map of the tube system. London's underground is divided into 6 zones according to the area's proximity to the city's center. JMU provides each student with a Zone 1 & 2 Oystercard for the entire program (except the semester break), which covers the majority of travel necessary for classes and class outings. Anytime you need to go beyond Zone 2 for academic or program reasons, the Program will reimburse you.

buses

Your Oystercard is also good for use on the London bus system. There are many bus stops within immediate walking distance of Madison House, and buses are frequently more convenient than the tube. Your FMIR will supply you with a comprehensive guide on how to get around using this system.

walking

This is our preferred method of getting around central London. The Oystercard is provided for your convenience, however, students are encouraged to agree to an informal "walking contract" stating they will walk to any destination within 20 minutes of Madison House. This is done for your benefit, because you can't see London and get to know your neighborhood if you are always riding underground. And, it will help your clothes fit better, too.

trains

The British rail system is central to getting out to the rest of Britain. There are several main stations scattered throughout London. A Young Person's Railcard can be purchased at any of these stations, giving you a significant discount on all rail travel around Britain. Also, if you plan to travel for any length of time, you may want to purchase a Britrail Pass, similar to a Eurail Pass. Eurail passes must be purchased in the U.S. (not available in the U.K.) and are not useable in Great Britain.

vii. security issues

normal everyday security

You may be concerned about the safety of Americans in Europe. The truth is that if you remember when you cross the street that cars drive on the left, you will be safer in London than in any town in America, even a town like Harrisonburg. Nevertheless, some care should be taken. Like all Londoners who have learned to live with the threat of violence, you should be observant. As much for decorum as for safety, do not draw unnecessary attention to yourself in public. Most important, *never* give out the Madison House address to people you do not know well. You will be advised on the security procedures related to keys, guests, and fire regulations.

Please observe the same common sense about travel and strangers that you would at home. Also:

1. The number one rule is to have confidence! Act like you belong in London. You live there, so do not be mistaken for a tourist. Ask questions if you're lost, but don't stand on a street corner with your map out and a confused look on your face.
2. It's safer to travel in groups. However, it is okay to travel alone during the day, if you know the area.
3. Know where you are going. Do not leave things unattended. Do not be obvious with money, cameras, expensive walkmans, etc. Do not use ATMs in lonely and poorly lighted areas after dark.
4. The main places where people can be robbed are in tube stations, crowded streets, and open markets. Muggings are very, very rare, but pick pocketing and purse-lifting have been commonplace since Shakespeare's time and before. In spite of the very warnings you are now reading, there are typically two to three thefts per semester; most occur when an excessive use of alcohol is involved. Please be warned!
5. When traveling:
 - Do not go into a train compartment alone.
 - Sleep in public only with your money, passport, etc. in your inside pockets.
 - Use locks on suitcases, purses whenever possible.
 - Protect your valuables in Madison House as well.
6. Safe places to meet friends are pubs, clubs and other public places (during peak hours).

special security issues during times of international crisis

You will be briefed during pre-departure orientation meetings, and throughout your stay in London, on whatever cautions and practices are necessary to maximize your safety during the semester. The U.S. Department of State website (www.state.gov) contains valuable information, which we recommend students and families check occasionally.

viii. dining, going out, shopping

restaurants

The following is a small list of restaurants to help you begin your culinary exploration of London. They have all been approved by the pallets of previous groups, and you are encouraged to try any of them. A more complete list of area eateries will be provided as part of your orientation packet once you arrive. This second list will be the most up-to-date collection of inexpensive restaurants in your neighborhood. However, London is a big place with a vast amount of eating establishments. Be adventurous; add to the list!

- Cosmoba, Russell Street Tube. 9 Cosmo Place. Real Italian cuisine in a small atmosphere. You may have to share a table, but it's worth it.
- Diwana Bhel Poori, Warren Street Tube. Drummond Street Indian food at reasonable prices. Highly recommended.
- Centrale, Leicester Square Tube. 16 Moor Street Fantastic, cheap pasta in a dilapidated setting. A must!
- Wong Kei, Leicester Square Tube, Rupert Street. Inexpensive, quality Chinese food in the heart of Chinatown. Beware of the hostile environment!
- Onion Onion, Holborn Tube, 1 Sicilian Avenue Around the corner from the Swedenbourg. Large, thick sandwiches, great soups. Caution: you pay more to sit in the restaurant and eat.
- Food for Thought, Covent Garden Tube, Neal Street. Vegetarian food at its best. Lots of spicy dishes! Sit down or take out.
- Wagamama, Tottenham Ct. Road Tube, 4 Streatham Street, off Bloomsbury Street. One of the best meals and values in London! Ramens and Sobas in large portions.
- Pizza Express, right down the Streatham alley from Wagamama (and on Charlotte Street and elsewhere around town). Thin crust pizzas with a variety of delicate and savory toppings. Will banish all thoughts of Dominos and Pizza Hut from your mind.
- Pret a Manger. Everywhere, but nearest you on Tottenham Ct. Road. Cheap latte, cappuccino, etc. plus sushi, wraps, sandwiches, etc.—all healthy and usually fresh.
- My Old Dutch, Holborn Tube, 131 High Holborn. Interesting cuisine made largely from pancakes. Different and cheap.
- Spaghetti House. A London chain that can be found almost anywhere. The closest is on Goodge Street. Pleasant atmosphere and decent food. Some locations better than others.
- The Senate House Refectory, Goodge Street. Malet Street 3rd floor of U of L Senate House. Basic Cafeteria style. Cheap (if they'll let you in).
- Rock and Sole Plaice. Covent Garden tube. 47 Endell Street. Your basic fish and chips place, perhaps the best.
- Cafe Pacifico. Covent Garden Tube. 5 Langley Street. The place to go for Tex-Mex, but not cheap.
- Porter's English Restaurant, Covent Garden Tube. Henrietta St. Specializes in meat and fish pies. Atmosphere is a bit contrived, but English.

- Agra, Warren Street Tube. 135 Whitfield Street. Great Indian food behind Warren Street Station.
- Neel Kamal Tandoor Restaurant, Goodge Street Tube. Charlotte St. The feast of your life for not too outrageous of a price.
- Cafe Pasta, Tottenham Court Tube. Shaftesbury Avenue. Great atmosphere, wonderful pasta dishes, awesome Brownie Sundaes!
- Ravi Shankar Bhel Poori House, Euston Square Tube, 133-135 Drummond Street. An inconspicuous Indian vegetarian restaurant, very well-known.

clubs (consult *Time Out* for best up-to-date list)

- Camden Palace, Camden Street Tube. Camden High Street. Offers different music every night; large mix of people.
- Buzby's, Tottenham Court Tube. 15 Charring Cross Road. Same as above. Has theme nights as well.
- The Long Island Iced Tea, Leicester Square Tube. Live Jazz
- Ronnie Scott's, Leicester Square Tube. Firth Street. One of the most famous jazz clubs in London. Modest cover price, which is further discounted for students on certain nights. Adult behavior required.
- Ziggy's, Great Portland Street Tube. Euston Road Live jazz in the basement of a pub. Student admissions with a guest artist each week. Sunday nights only.
- The Bear and Staff, Leicester Square Tube. Check for address. Live jazz.
- The Bass Clef, Old Street Tube, 35 Coronet Street. British jazz and Latin performers.

shopping recommendations

department stores and markets

- John Lewis, Oxford Street a few blocks past Regent St. The best department store in London for selection and service. Decent prices, too.
- Selfridges, also on Oxford past Regent Street. A close second to John Lewis.
- Liberty, Regent Street. The Bloomindales of London. Pricey but fine.
- Harrods, Knightsbridge Tube. Brompton Road. The one and only.
- Camden Market, Camden Street Tube. Open weekends. Sundays are the most interesting.
- Portobello, Notting Hill Gate Tube, Portobello Road. Open Saturdays. May run during week.
- Borough, London Bridge Tube. Open Friday afternoon and Saturdays. Incredible foods.
- Tesco, Goodge Street Tube. Goodge Street. Right around the corner from Madison House. The most convenient place to shop but watch out for lunch-time crowds. Usually picked clean every day by late afternoon. A "Food Lion" kind of place.

- Sainsbury's Central just down on Tottenham Ct. Road. Prettiest and busiest, but well stocked. Easy Everything (economical cybercafe) right above it.
- Marks and Spencers, near Goodge Street on Tottenham Ct. Road. Convenient, and a good selection of basic foods, often packaged for one or two people.
- Safeway, Russell Street Tube. Brunswick Center. Closest thing to a Kroger you'll find. Larger selection than Tesco, but more of a hike. Prices do not differ greatly either.

where to exercise

- ULU, Euston Square Tube. Malet Street Workout facilities—aerobics and swimming.
- Pineapple, Covent Garden Tube. Neal's Yard. Dance classes.
- Jubilee Hall Gym, Covent Garden Tube. Travistock Street. Workout facilities—aerobics classes.
- YMCA. Greater Russell Street
- Regents Park, a few blocks Northeast of Madison House. Great for daytime jogging and lovely walks.

selected suggestions from past students

- Go to Waterstone's Bookstore a block up Gower St. and buy a map of English footpaths. At least once take a train out of London and go for a hike one day. Highly recommended. Be your own guide.
- Try to see a concert at the Royal Albert Hall.
- Check newspapers and especially *Time Out* to see what is going on around London.
- Buy a small portable radio—for local news and weather, security alerts, and to tap into the London music scene.
- Try some pastries at Louis' in Hampstead.
- Have a picnic on Hampstead Heath—early in the fall semester, late in the spring, anytime during the summer term.
- Get to know the British people, i.e. go to a park or pub by yourself. They can be wonderful, and you may make a pen pal for life.
- Above all, take advantage of everything. Don't waste a minute. If you do, a few months later, when you are back at JMU, you'll be kicking yourself for just sitting around. Ask anyone who's gone before you.
- Lay off the TV and email. Hit the streets. They won't forget about you back home and you'll never—NEVER—have the time to get back to those places you should have explored the first time you walked by them. Trust me on this!

ix. appendices

I. SIL Classes	23
II. Weekly Expenditure List	24
III. Statement Of Intent To Participate	25
IV. Student Handbook Agreement	31

Regularly offered Semester In London classes

British Media and Society (GHUM251/SCOM360L/SMAD360L/WRTC360L)

Study the history, nature, and impact of mass media in the United Kingdom. Emphasis on the impact modern media has on society, and society has on media. Consideration of similarities and differences in mass media in the United States and Great Britain. Consideration of the relationship between mass media and the arts. Focus on 20th century mass media in London, one of the world's pre-eminent and most influential media centers.

British Media and Politics (POSC472L/SCOM472L/SMAD472L)

A study of the media's role in political campaigns, concentrating on past/present election, the media's role in covering political parties and coverage of the governing process. Topics to be examined include campaigns, media coverage of politics, political ads, editorial cartoons, TV debates, convention coverage.

Culture by Design (SMAD 301L, SCOM/WRIT 351)

Study how mediated communication molds perception and influences cultural change. Emphasis on how language and imagery, sound and music are combined in current media to create meaning.

Communication, Diversity and Popular Culture (SCOM 347)

Study the rhetorical dimension of communication practices and issues of diversity found in popular culture.

Europe in the 20th Century (HIST341)

An examination of European history following WWII, from a British perspective. Weekly outings to museums and sites of historic interest.

Film Adaptations: British Literature and Film (SMAD 463L/SCOM395)

The study of the process of adapting literature into feature films. Consideration is given to the original literary work, as well as to the changes undergone in its adaptation to film.

Masterpieces of British Art (ARTH316)

Survey of painting and sculpture in Britain (1530-1860) concentrating on 18th/19th-century painting. British art is viewed in the context of European civilization. Weekly visits to London museums including the Portrait Gallery, Sir John Soane's House, the Wallace Collection and the Tate Gallery.

The London Theatre (GHUM200L/THEA449/ENG412N)

Study of London theatre. Consideration given to current productions of classic and contemporary works. Emphasis on production elements including acting, directing, design, writing and economic considerations.

Perspective On Experiential Learning Abroad (PELA) (GEIC490)

This is JMU's Internship class, combining practical work experience with a class providing perspective and cultural appreciation.

Writing In The Public Sphere (WRIT 320L)

Conduct a rhetorical examination of written texts that influenced and brought about change in the public sphere.

Sample weekly food and beverage expenditures

Fall 2005

Monday	Student 1	Student 2	Student 3
Groceries		19.00	
Lunch out	2.49		3.65
Snack			3.00
Dinner out	7.00		6.00
Coffee			3.00
Drinks at pub		2.00	
Tuesday			
Lunch out		4.50	4.00
Coffee		1.85	
Dinner out	3.50		15.00
Wednesday			
Groceries	7.29		
Lunch out			6.00
Ice Cream			5.50
Pastries			2.00
Dinner out		9.00	
Drinks at pub		7.00	
Thursday			
Lunch out	4.29		
Coffee		1.85	3.00
Drinks at pub	5.00	10.00	7.00
Friday			
Lunch out		4.50	
Dinner out			12.00
Ice Cream			2.00
Drinks at pub	8.50		
Saturday			
Lunch out			4.00
Ice Cream			2.50
Coffee	2.49		
Dinner out		3.50	
Drinks at pub		15.50	3.50
Sunday			
Groceries			10.00
Coffee	1.95		
Dessert			6.00
Dinner out			8.00
Total Expenditures	£42.51	£78.70	£106.15



STATEMENT OF INTENT TO PARTICIPATE

This document constitutes an official statement of intent to participate in James Madison University's Study Abroad Program. Please follow instructions carefully to reserve your space and officially enroll in JMU's Study Abroad program.

Instructions	<ol style="list-style-type: none"> 1. Complete personal and program information in Parts A and B. 2. Read Participation Acknowledgement in Part C. 3. Read the separate Participation Agreement, sign and date below. 4. MAIL this completed Statement of Intent as noted below: 		
	<p>With eCheck Receipt to: Office of International Programs JMAC 6, Suite 22 - MSC 5731 Harrisonburg, VA 22807</p>	<p>With Check to: University Business Office Warren Hall, Room 302, MSC 3516 Harrisonburg, VA 22807</p>	<p><i>Intent Form and Deposit must be RECEIVED by: March 11, 2008</i></p>

A. Personal Information

<p>Printed name</p>	<p>Date of Birth (mm/dd/yy)</p>	<p>JMU Student ID No.</p>
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B. Study Abroad Program and Term

- | | |
|--|---|
| <input type="checkbox"/> Antwerp

<input type="checkbox"/> Beijing
<input type="checkbox"/> Florence
<input type="checkbox"/> London | <input type="checkbox"/> Summer 2008
<input type="checkbox"/> Fall 2008
<input type="checkbox"/> Spring 2009 |
| <input type="checkbox"/> Salamanca | |

C. Participation Agreement Acknowledgement

I understand the following:

- a. **Deposit**
The non-refundable \$500 deposit, which indicates my intent to participate in a JMU study abroad program, is billed to my student account and the payment is used as a credit toward the program fee. If I withdraw from a program at anytime, I will forfeit my deposit.
- b. **Cancellation/Withdrawal Policy**
The JMU study abroad deposit is non-refundable except when the Office of International Programs cancels a program. *If I withdraw within 30 days prior to the start date of my program, I will be responsible for the full program fee. Cancellation or withdrawal after the program has started will result in my forfeiting all fees.*
- c. **Financial Obligation**
Tuition, room and board, and a program fee are billed to my student account. Airline costs, some meals, personal travel and spending money are not included.

In signing this document, I acknowledge that I understand the above policies and have read the entire "Participation Agreement" accompanying this statement or on the web, that I have had an opportunity to ask questions, that I understand its terms, that I agree to the terms stated, that by signing it I am giving up substantial legal rights I might otherwise have, and that I have signed it knowingly and voluntarily.

Signature

Date

Participation Agreement

INSTRUCTIONS: Read document thoroughly and sign the Intent to Participate Form

As a full-time student participant in James Madison University's international study program, you are agreeing to the following conditions established by the Office of International Programs, which includes Program Directors, Faculty Members in Residence, Program Coordinators, staff and administrators of the University, generally referred to in this document as "the official representatives of JMU":

1. **University Policies:** I understand the rules governing student responsibility and behavior as stated in the James Madison University Student Handbook, including the Honor Code and Judicial System Policies, and OIP Student Handbooks during the entire period of the program. I am responsible for adhering to established policies, heeding verbal and written announcements, and exhibiting reasonable and acceptable behavior which shows genuine concern for the social patterns of the host culture as well as my personal integrity at scheduled events and on excursions.
2. **Program Orientation:** I am responsible for attending required pre-departure and on-site orientation meetings, for submitting all forms and identification materials by the specified due date(s), for following instructions for course registration, and for complying with requests related to my enrollment. Failure to do any of the above may result in my removal from the program.
3. **Payment of Fees:** I accept the responsibility for coordinating timely payment for tuition and associated program fees and for following university procedures for financial aid and scholarships disbursement. I am responsible for making payment of all remaining account balances by the fee deadline or prior to the start of the program, whichever comes first, and I am responsible for all late fees and/or costs for collection of fees in accordance with standard University procedures. Non-payment of fees will jeopardize a student's continuing participation in the program and may result in withdrawal or dismissal.
4. **Costs Related to Withdrawal, Dismissal and/or Absence:** I shall be solely responsible for any and all costs arising out of my voluntary or involuntary withdrawal or dismissal from the program prior to its completion, including withdrawal for reasons of health, family emergency, illegal drug or alcohol use or abuse, legal detention, etc., or disciplinary action by official representative(s) of the University. Costs incurred on my behalf include, but are not limited to, moneys advanced on my behalf for non-refundable deposits at other institutions, legal documents, special fees, and housing contracts. If I withdraw, depart, or am dismissed from a program for any reason prior to its formal completion, I will not be eligible for any academic credits, and further I understand that the fees charged for the program pay for the trip as a whole, and that I cannot be refunded for parts of it that I miss due to absence, withdrawal and/or dismissal. ***If you withdraw within 30 days of the start date of your program, you will be responsible for 20% of the program fee in addition to the deposit. Cancellation or withdrawal after the program has started will result in the forfeiture of all fees, including tuition.***
5. **Travel to Program Site:** I am responsible for securing travel arrangements that will allow timely arrival to the program site for on-site orientation and for notifying JMU OIP of my itinerary and transportation methods. I am responsible for investigating and applying for appropriate documentation, e.g. passport, visa, health certificate, financial statement. **I understand that the OIP strongly recommends that I purchase trip cancellation insurance as protection against the possible cancellation of a program due to low enrollment, world events, and any other unforeseen events. I further understand that I should check with the individual program director before purchasing an airline ticket. If I should purchase an airline ticket without the approval of the program director, I understand that JMU will not be held liable for the price of the ticket or any fees associated with changing the ticket, should the program be cancelled for any reason.**
6. **Course Load:** I will comply with the program's course requirement to enroll in the required minimum number of credit hours.
7. **Attendance:** I acknowledge that attendance is mandatory at all classes and course-related outings and excursions except in cases of illness and/or emergencies beyond my control. Visits by family and friends are not reasons for an excused absence from class. With the exception of personal and family emergencies where the student and the official representative have made appropriate arrangements, students must remain

in the program abroad for its entire duration in order to receive credit. There is no provision for making up a missed examination for any reason.

8. **Free time:** I am responsible for travel, lodging, and meals during designated free times within the inclusive program dates, during periods of independent activity, and before or after the program.
9. **Dismissal:** I understand that the official representative(s) of JMU has the right to dismiss me from the program at any time if: a) my conduct violates established rules of behavior; b) I violate laws, rules and regulations of my host country, community, institution or program; or c) the official representative(s) has reasonable cause to believe that my continued presence in the program constitutes a danger to the health or safety of persons, including myself, or property, threatens the future viability of the program, or brings the program into disrepute or its participants into legal jeopardy. I understand that a decision made to dismiss me from the program will be final; that separation from the program will result in the loss of all academic credit and terminate my status as a program participant; and I will not be entitled to any refunds and will remain responsible for costs incurred on my behalf.
10. **Alcohol:** I understand that JMU prohibits the illegal or otherwise irresponsible use of alcohol by students and that it is my responsibility to know the risks associated with alcohol use and abuse. Because I will be studying and traveling in countries where the legal age for alcohol consumption and/or rules regarding the consumption of alcohol are different than in the United States, I accept the responsibility to know relevant country and local laws concerning the possession, use, and abuse of alcohol. If I am of legal age and choose to consume alcohol while abroad, I will be expected to drink and behave responsibly. The illegal or excessive consumption of alcohol or misconduct due to alcohol consumption will not be tolerated and will result in disciplinary action, including dismissal from the program and campus judiciary proceedings against me through the JMU judicial system.
11. **Drugs:** Illegal drugs in any form are not tolerated. Possession or use of illegal drugs is punishable by fine, imprisonment, and/or deportation. Student participants found using or possessing illegal drugs in any form are subject to immediate dismissal from the program and campus judiciary proceedings against me through the JMU judicial system.
12. **Health Care and Emergencies:** I am responsible for my own health care, conduct, financial integrity and travel plans related to the program. In the event of serious illness, accident, or emergency, my designated emergency contact(s), as indicated on the Health and Emergency Treatment Authorization Form, may be notified. I also authorize any official representative(s) of the program to secure medical treatment on my behalf, including surgery and the administration of an anesthetic and to provide any health information as appropriate.
13. **Health insurance:** I hereby certify that I am covered with health insurance which I have determined to be adequate and satisfactory for any injury or illness that might befall me while I am participating in a JMU study abroad program. I acknowledge that JMU and its representatives have not made any representations to me concerning the adequacy of my health insurance, and I further accept that it is my sole responsibility to ensure that my health insurance coverage is adequate for my needs.
14. **Disability Accommodations:** I accept the responsibility for registering with the JMU Office of Disability Services to determine eligibility for services and accommodations related to disabilities, if appropriate; and further, I understand that an Access Plan outlining my accommodations should be submitted to the OIP at least sixty (60) days before the program commencement date in order to assess and determine the ability of the university to provide a reasonable accommodation.
15. **Operating Motor Vehicles:** I understand that JMU strongly discourages students owning or operating vehicles during the study abroad term. Traffic congestion and different traffic laws and regulations, civil and criminal, can make driving motor vehicles in foreign countries extremely hazardous. Insurance requirements, or other financial responsibility laws, vary from country to country. If, however, I choose to operate a motor vehicle while abroad, I recognize that JMU assumes no financial responsibility for care or legal aid in the event of an accident while operating a motor vehicle.
16. **Personal Responsibility:** Although JMU is sponsoring this program, I understand that neither JMU nor any of the directors, instructors, or travel arrangers will be supervising me at all times. I will have the opportunity and the right to independently leave the group periodically, subject to the requirements for participation in and attendance at classes and other activities that are a required part of the Program. Therefore, I will be respon-

sible for my own safety and cannot hold JMU liable for any injuries to my person or property or any other losses as a result of my participation in the program.

17. **Third-party Liability:** I understand that JMU does not represent or act as an agent for, and cannot control the acts or omissions of, any host institution, host family, transportation carrier, hotel, tour organizer or other provider of goods or services involved in the Program. I understand that JMU is not responsible for matters that are beyond its control, and I hereby release the University from any injury, loss, damage, accident, delay, or expense arising from any such matters.
18. **Assumption of Risk:** I understand that my participation in the program will subject me to greater risks to myself and my property than if I were to remain in the United States. I acknowledge that JMU has attempted to inform me of the nature of those risks and to advise me how to minimize those risks. I expect that JMU will continue to endeavor to use good faith efforts to keep me informed of material developments that would affect those risks, but I agree that I am the one responsible for my safety and the safekeeping of my property. Accordingly, I agree to hold harmless and release the Commonwealth of Virginia, JMU, and their respective agents and employees (including, but not limited to the faculty member in residence, program director/coordinator, and personnel of JMU's OIP from any liability whatsoever for injury, illness, death or loss or damage to property which may occur in connection with my participation in this program, and I agree not to make any claim or to commence any litigation or other proceeding against any of the foregoing.

student handbook agreement

If you have questions about any of the contents, policies or regulations governing the Semester In London, please ask the SIL Director, or the FMIR.

Every student will sign the following statement during orientation in London:

“I have read, understand, and will abide by the rules and policies contained in the Semester In London Student Handbook.”