

Welcome

to the University of Wisconsin-Madison School of Business

Congratulations on your selection to participate in the exchange program! The School of Business looks forward to having you with us next semester, and the International Programs office is prepared to help you in any way we can. Please check your email frequently, as this is our main form of communication with you.

Use this booklet as you prepare for your time in Madison.

- Complete your application with the aid of this booklet and the UW web site (www.bus.wisc.edu/international).
- Consult this booklet during the next several months for essential pre-departure information.
- Be sure to bring this booklet with you to Madison.

The most important thing for you to do now is **return all application materials prior to the deadline: 15 March if you are arriving in August or 15 August if you are arriving in January!** After we receive all of your application materials, they will go to three different offices at UW-Madison. When the processing at these offices is complete (it usually takes one to two months), we will send your final packet to your home university. The packet will include visa request documents and orientation information.

Throughout the next few months, we will also contact you via email regarding course selection, housing and the buddy program. If your application is late or incomplete, your admission will be delayed and we may not be able to accommodate all your requests.

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Calendar

Fall 2005 Calendar

Application due to UW	March 15
Orientation week	Begins Monday, 29 August <i>You are required to arrive in time to attend all orientation events.</i>
Instruction begins	Friday, 2 September
Labor Day holiday	Monday, 5 September (the university is closed)
Thanksgiving holiday	Thursday-Sunday, 24-27 November (the university is closed)
Last class day	Thursday, 15 December
Exam week	16-23 December <i>You must remain in Madison until all your exams are complete</i>
J-1 visa expiration	23 January <i>You leave the U.S. prior to this date. One exception is if you have an internship that starts prior to this date.</i>

Spring 2006 Calendar

Application due to UW	15 August
Orientation week	Dates to be announced; will not begin earlier than Tuesday, 11 January <i>You are required to arrive in time to attend all orientation events.</i>
Martin Luther King, Jr. Day	Monday, 16 January (the university is closed)
Instruction begins	Tuesday, 17 January
Spring break holiday	11-19 March
Last class day	Friday, 5 May
Exam week	7-13 May <i>You must remain in Madison until all your exams are complete</i>
J-1 visa expiration	13 June <i>You leave the U.S. prior to this date. One exception is if you have an internship that starts prior to this date.</i>

If you are arriving in January, please know that it will be **VERY COLD** in Madison at that time. Average high temperatures are 25° F (-4° C) and average low temperatures are 7° F (-14° C). Pack a heavy winter coat, hat, mittens or gloves, and scarf. Boots are also recommended, as it will be snowy. You may purchase these items in Madison. Madison Friends of International Services (MFIS) runs a winter coat loan program for \$5 per winter (price at time of printing). The selection of coats depends on the coats that are donated to the program, and MFIS cannot guarantee that there will be a coat your size. Contact information for MFIS is listed in the "Housing: Free Temporary Housing" section of this booklet.

Average Temperatures

In degrees Fahrenheit. To calculate degrees Centigrade, subtract 32, divide by 9, and multiply by 5.

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
High	25	30	42	57	69	78	82	80	72	60	44	30
Low	7	11	23	34	44	54	60	57	48	38	21	14

Academics

Your Student Status

You will be admitted to UW-Madison as a *university special student* by the University Special and Guest Student (USGS) office. UNIS-9 is the classification that has been assigned to you. This classification indicates that you are a non-degree student on a formal exchange program. As such, you are eligible to take courses in all disciplines, except where enrollment restrictions apply--typically, some Economics courses, some graduate level courses and courses in Law and Medicine.

Although you may need to contact USGS during your stay in Madison, the School of Business International Programs is your primary contact at UW-Madison. Ask us any questions you have!

Selecting Courses

Registering for classes is a three-step process.

1. Once UW-Madison has assigned you a student ID number, activate your MyUW student online account.
2. Prepare for enrollment by looking through the UW online course timetable for the semester you will attend classes. Compile a list of courses that you would like to enroll in at UW-Madison.
3. Beginning on the designated enrollment date, which is in April for fall students and November for spring students, enroll online for courses through your MyUW account.

Detailed instructions for the enrollment process are online at <http://www.bus.wisc.edu/international/exchangestudents/courses/>. Please read through them carefully and let us know if you have questions!

Life in the U.S. Classroom

Many international students find that American classrooms differ greatly from those at home. Here are a few guidelines to help prepare you for the American educational atmosphere. (Please note that the terms *professor* and *instructor* are used interchangeably).

- **Class Format--** Most *introductory undergraduate-level* courses consist of two 50-minute lectures and one 50-minute discussion section per week **or** two 75-minute lectures each week. Lectures range in size from 25 to 250 students and are usually taught by a professor. In most large lectures, the focus tends to be on the professor presenting information, with minimal verbal feedback from the students. Discussion sections usually contain no more than 35 students. Discussions are led by graduate student Teaching Assistants (TAs). During discussion your TA may clarify questions from lecture, expand on ideas presented in lecture or discuss homework assignments. Your active participation is encouraged, and often required, in discussion sections and small lectures. Your attendance is required.

Most *upper-level undergraduate-level* and most *graduate-level* courses consist of two 75-minute classes or one three-hour class per week that are taught by professors. Class size varies, but is usually around 25 students. Classes typically consist of lectures by professors and a discussion of lectures, assigned readings and projects. Your attendance and active participation is required.

- **Assessment**— If you are not accustomed to an educational system that requires daily work and quizzes, you may be overwhelmed by the amount of work that is required at UW! Professors assign specific chapters or articles that are due each class period. You are expected to come to class ready to discuss the readings.

Your grade will depend on a variety of factors, which may include:

- your participation in class
- homework that you turn in on a regular basis
- quizzes taken throughout the semester
- formal presentations made in class (individually or as part of a group)
- papers
- two or three exams taken throughout the semester, including a final

- **Participation** – Professors value the experience and diversity of opinion that international students bring to their classes, so please be an active participant in class discussions! However, professors comment that international students often do not contribute fully (or in some cases do not contribute at all) to class discussions.

Your academic experience and your grade will benefit from regular participation, and you will sharpen your communication skills by participating. If there is a situation that makes you uncomfortable with speaking in class, please talk with your instructor or adviser.

- **Attendance**—You are required to attend all classes. Your instructor will discuss the absence policy on the first day of class. It will also be listed in your syllabus. Sometimes instructors will allow you to miss a given number of class periods (usually 2 or 3). It is a good idea to speak with your instructor if you anticipate missing class or if you have missed a class.

- **Arriving Late**-- It is expected that you arrive before the scheduled start time of your class. Many professors become irritated when students do not arrive to class on time; in many cases, arriving late can lower your grade. It is especially important to arrive five minutes early for large lecture classes in order to find a seat.

- **Group Projects**—You may be required to complete a group project. The same standards for participation, attendance and arriving late apply to such projects as apply to the classroom. Team members will rely on one another to contribute equally to the project. Every member's input will affect the grade of the entire team.

- **Classroom Culture**—The U.S. classroom may seem more informal than at home. Lively discussions and debates are often encouraged. This comes as a surprise to many exchange students, as at home debate would be considered a sign of disrespect for the professor.

- **Research Papers**--While doing research and searching for sources, you must remember that plagiarism (claiming someone else's ideas or citations as being your own) is prohibited. This policy is taken very seriously at UW. Plagiarism can lead to discipline. If you have a doubt as to what constitutes plagiarism, ask your instructor. If you need help with wording of your paper, contact the Writing Center; do not recopy someone else's words.

- **Contacting your Professor**—Professors at U.S. universities encourage students to contact them outside of the classroom. There are several ways to contact your professor. Many professors will include their office address, e-mail address and telephone number on the syllabus that you receive on your first day of the class. Office hours are also listed.

Office hours are times that the professor sets aside to be in his or her office for meetings with students or to provide help on a drop-in basis. If these hours conflict with your schedule, ask your professor if you can make an appointment to meet at a different time. Also, many professors check their e-mail on a daily basis. E-mail is a good way to get an answer to a simple question, but more complex questions should be presented in person.

- **Computer Skills**—Students should be familiar with basic word-processing, use of the internet and (depending upon your subject area) spreadsheets and databases. Workshops are offered through the Division of Information Technology (DoIT) at UW-Madison. All students will receive a free e-mail account and will have access to campus computer labs.

Academic Advice from Former Exchange Students

"It is a good idea to reserve courses before coming here. If you don't get authorized for all the classes you want, or if you want to change classes, you will have to do a lot of running around during orientation week and the first week of classes. But, you can change classes even when classes have started—that's a good thing. The number of course to be taken depends mainly on personal needs and the kind of classes (whether Management or Finance or Marketing, etc.)"

-Student from Chile

"One point is the important focus on teamwork. The teamwork is a really good thing for us exchange students because we are likely to meet more American people and to see them in other places than in the classroom. It fosters communication and helps you to speak and submit ideas--what you may fear in class."

-Student from Paris

"Prior to the class, the students must prepare a lot of readings (e.g. lectures, cases, newspaper news, etc). At the same time, teachers take advantage of all the multimedia stuff to make the classes much more participative and therefore much more interesting for the students. I'd suggest to take as many courses any one would like to, depending upon the individual's level of written and spoken English."

-Student from Chile

"If you are in doubt about anything, most professors are friendly, so just give them a call."

-Student from Copenhagen

"Nothing will ever prepare a person for the amount of readings the courses require."

-Student from Copenhagen

"As far as I've experienced, the academic system in the U.S. is quite different from other countries around the world. In all classes you are supposed to discuss the material persuasively... It's important to prepare for your classes: you should be able to discuss the material. Although it isn't very easy to speak up when you are not a native speaker, let the others know you are there. Ask questions, add your opinion, and don't wait too long to take the floor!"

-Student from the Netherlands

"There is **LOTS** of homework here!"

-Almost everyone

Your Arrival

Recommended Arrival Date

- You are required to attend all orientation events. Dates are listed on the calendar, page 2.
- You will not have access to most university facilities (gyms, some computer labs and libraries, free passes for the Madison bus system) until orientation. While there are many things to do in Madison without this access, your activities will be limited.
- January arrivals: Madison is very quiet prior to orientation, because the weather is cold and because most students are out of town on winter vacation.
- If you already have housing arranged, verify the first day you can check in. Also, verify the days and times you can pick up your key.
- If you must still look for housing, do not arrive Friday through Sunday, as most apartment rental offices are closed Saturday and Sunday.

Travel to Madison

Flying into Madison: You will arrive at the Dane County Regional Airport, located about 7 miles from campus.

Flying into Chicago: Take the Van Galder bus to Madison. Schedule and prices are available at <http://www.vangalderbus.com/>. Be sure to consult the schedule that departs Chicago O'Hare airport and arrives Madison! The Van Galder bus loads on the lower level at O'Hare's International Terminal number 5, door 5E and the Bus/Shuttle Center, which accessible from terminals 1, 2 and 3. You can buy your ticket from the driver. The bus makes two stops in Madison. The second stop--the Memorial Union--is the campus stop.

Getting to your housing

- If you participate in the School of Business Buddy Program, ask your buddy if s/he has a car and can meet you in Madison when you arrive. Be sure you have the address of your destination. However, do not assume that your buddy will automatically be there to pick you up! *You must first make arrangements with your buddy to pick you up.*
- Call a taxi. *From the Dane County Airport*, follow the signs from baggage check to the taxi stand. Taxis should be waiting there. If not, return to the baggage claim area and look for the kiosk that has telephones for taxi services. Be prepared to share a taxi with other customers, as many taxi services in Madison operate on a "shared fare" basis. Taxi service from the airport to campus is approximately \$25 one-way.

From Memorial Union, go in the building and use a phone to call a taxi. Tell the taxi company that you are waiting at the Memorial Union on Langdon Street where the Van Galder bus stops. There are phones where you may make a free local call. If you have troubles, ask at the "Essentials" desk for assistance.

Taxi companies:
Badger Cab: 256 5566
Madison Taxi: 258 7458
Union Cab: 242 2000
University Cab: 278 0000

- If you request temporary housing through Madison Friends of International Students (MFIS), the temporary housing volunteer will probably pick you up. See section titled "Housing: Temporary Housing"

Checking In

If you have any questions or problems, please feel free to contact International Programs office when you arrive. If you do not have questions or concerns, we look forward to checking you in and answering your questions at orientation!

Email

You will not have access to campus computer labs until after orientation week. If you need to check email, a few public-access kiosks are available throughout campus including at the Memorial Union, Union South, basement of Wendt Library, basement of Bascom Hall, and College Library. Locations for all campus kiosks are online at <http://www.doit.wisc.edu/kiosks/locations.asp>. You may also access computers at the Madison Public Library at 201 West Mifflin Street, near the Capitol.

Buddy Program

The School of Business Buddy Program provides you with a link to a UW-Madison student. If you wish to participate in the Buddy Program, please indicate this at the bottom of the Housing Request Form.

Please note that almost all UW students who volunteer to be buddies are undergraduate students. If you are a graduate student, you will most likely be paired with a UW undergraduate student.

Once International Programs receives your email address, we will match you with a UW-Madison student who wants to be your buddy. International Programs has asked your buddy to:

- Contact you over email before you arrive.
- Give you his/her phone number in Madison so you can call once you arrive.
- Pick you up once you arrive in Madison, *if* you make arrangements in advance directly with your buddy and *if* your buddy is in town when you arrive.
- Once you call, you and your buddy will meet so that s/he can show you around campus and help you get settled into your new apartment.

The buddy relationship is different for everyone. You may spend a lot of time with your buddy, or you and your buddy may meet only occasionally. A lot depends upon your needs and upon your buddy's schedule. Many UW students work part-time jobs, which decreases the amount of time they are able to spend with you. While some universities in other countries have many activities as part of the buddy program, the UW buddy program does not organize special events for exchange students. Rather, we encourage you to explore the many activities and student organizations offered at UW to all students!

Sometimes students and their buddies maintain contact throughout the semester and even after the students leave Madison. Events such as potluck meals and group seating at football games are organized throughout the semester by International Programs. In all cases, it is up to you and your buddy to determine the extent of your relationship.

Health and Insurance

Before You Leave Home

UW-Madison does not require you to take a physical examination. You are advised to bring medical records of any existing medical condition and a record of previous immunizations.

Health Service on Campus

University Health Services (UHS) provides all enrolled UW students with primary physical and mental health care and disease prevention services. Services include visits to UHS doctors and nurses, most diagnostic laboratory studies and x-rays. Services NOT provided by UHS include hospitalization expenses, medical care for family members, emergency room services, eye refractions and dental care (among others). You will receive more information about UHS during orientation.

UW-Madison SHIP Health Plan – You Must Be Compliant!

UW-Madison has MANDATORY health insurance requirements for international students and their dependents. Since you are a student who will come to UW-Madison on a J visa, you ***must*** meet these requirements for yourself and for any dependents accompanying you. Please read the important information below to learn how to become compliant with these health insurance requirements.

What is the insurance compliance deadline?

Students must register at the SHIP Office no later than September 15th in the fall or February 15th in the spring. You can register either by purchasing SHIP OR by filing a waiver application and the required supporting documentation. ***Failure to register by this deadline will result in a \$50.00 late fee in addition to any required SHIP premiums.***

How do I enroll in the SHIP Health Plan?

You can enroll online at our website or by visiting the SHIP office at 1552 University Avenue. We strongly encourage you to enroll online to avoid long lines at the SHIP office. The website is <http://www.studentinsurance.com/uwm/uwm.html>

How can I pay for SHIP?

You can pay for SHIP for the entire year or by semester. You can pay with a credit card (MasterCard or VISA), traveler's checks, or U.S. personal checks.

How do I find out more about the SHIP Health Plan?

Be sure to attend orientation once you are in Madison. At orientation, a SHIP representative will provide details about the plan, forms that need to be completed, and payment information. You can also view the SHIP policy benefits and premiums on-line at <http://www.studentinsurance.com/uwm/uwm.html>.

When does the SHIP policy start and end?

Policies run from August 15th through January 14th for fall and from January 15th through August 14th for spring/summer. Fortunately, SHIP will cover you from the moment you arrive in Madison, even if you don't enroll until a few days later!

Can I receive a refund if I leave before my SHIP policy ends?

The SHIP Office will not be able to issue refunds to those students leaving the U.S. or graduating before the end of a policy period. Refunds are only issued for students who no longer carry any credits at the university OR acquire insurance which meets the waiver requirements as detailed below.

How do I apply for a waiver?

If you plan to apply for a waiver which will exempt you from enrolling in the SHIP Health Plan, it is best to do so immediately and *definitely before purchasing other insurance (even insurance that is recommend by your home university)*. Remember to be eligible for a waiver, your alternative insurance **must** meet all 6 waiver requirements for you and any dependents that are accompanying you. ***If your plan does not meet all of these requirements, you will be required to purchase the SHIP Health Plan.*** You must submit a completed waiver application form, a copy of the summary of benefits and list of exclusions (written in English) **and** a copy of your certificate of insurance (showing the dates of coverage). Please see the waiver application form for further details at www.studentinsurance.com/uwm/uwm.html.

Minimum standards for approved waiver applications

1. The coverage cannot be voluntarily canceled and must be fully paid at least through the period of your DS-2019 or the current academic year. Monthly payment plans are not accepted.
2. The coverage must be in full compliance with applicable federal law (specifically Title IX of Education Amendments of 1972, as amended by the Civil Rights Restoration Act of 1987). Specific components of these laws include, but are not limited to: Pregnancy treated as any other medical condition (Title IX)
3. The per incident/occurrence limitation can be no less than \$50,000.
4. There can be no more than a \$500 individual deductible per year and standard co-payments can be no more than 25% percent of charges.
5. Medical evacuation coverage must be at least \$10,000.
6. Repatriation coverage must be at least \$7,500.

For more information on SHIP or waivers please refer to the on-line "SHIP Guidelines and Procedures" or contact the SHIP Health Plan, University Health Services, 1552 University Avenue, Madison, WI 53705-4085, Phone: (608) 265-5232, Fax: (608) 265-5668, Email: ship@www.uhs.wisc.edu

Finances

Banking in Madison

Past participants overwhelmingly recommend the UW Credit Union (UWCU) because fees are minimal, service is great and you can withdraw money from Automatic Teller Machines (ATMs) outside Madison (including overseas locations) without fees imposed by UWCU, although the out-of-town bank will probably charge a service fee. Bring your student ID number to a UWCU branch to open an account. The branch closest to Grainger Hall and the Saxony Apartments is at 77 University Square Mall on the 700 block of University Avenue. The branch closest to the Regent Apartments is at 1433 Monroe Street.

Other banks in downtown Madison include Anchor Bank, First Federal (two campus locations), Firststar Bank and M&I Bank. When deciding upon a bank, ask these questions:

- What is the minimum amount of money that must be in my checking account? (Many banks require that you keep a certain amount of money in a checking account in order to keep it open.)
- What is the Automated Teller Machine (ATM) service charge per transaction? (This is the amount of money that you will be charged each time you use an ATM.)
- What annual fees do you charge? (Some banks charge annual fees to their customers for having accounts at the bank.)
- What is your per check charge? (Some banks charge you a certain amount for every check you write.)

Handling Money

Exchange students use a variety of methods for handling money. Here are tips from past participants.

- Have at least two credit cards.
- Use an account at home from which you can withdraw money at ATMs.
- Bring travelers cheques, which are useful for paying bills and insurance at the beginning when it is less convenient to withdraw money.
- Open a checking account in Madison in order to pay rent, electricity, heat and other bills.

Cost of Living in Madison

Living expenses will vary depending on your lifestyle. Estimated expenses:

	Fall: Age 25 & under	Fall: 26 & up		Spring: 25 & under	Spring: 26 & up
Food & housing	5000	5000		5000	5000
Books & supplies	410	410		410	410
SHIP insurance	505	655		707	917
Incidental*	800	800		800	800
Travel & entertainment	730	730		730	730
TOTAL	\$ 7,445	\$ 7,595		\$ 7,647	\$ 7,857

*Incidental expenses include local transportation, phone, apartment set-up, clothing and apartment maintenance.

Housing

The School of Business will arrange housing for you or you may search for an apartment on your own. Please indicate your preference on the Housing Request form and attach any additional documents, if requested. We cannot guarantee that you will receive your first choice of housing.

Prices are listed on the International Programs website.

Once the apartment complex or university housing has a room to offer, they will mail you a lease. Once you sign and return the lease, you have entered into a contract and are committed to the cost of the room for the full period.

International Co-op

Many international students have found a happy home at the International House. "We (at the International House) are generally 1/3 international (out of 26 people) so international students fully experience American culture, in addition to meeting people from all over the world. We live and work together in a cooperative environment, with a communal dinner and many group events. Living here is quite affordable, starting at \$335 per month, including food. This semester we are working on installing cable internet access. We also have a huge kitchen, a toolroom, a fire pit, a hammock, and free washers and dryers."

Interested parties can start the application process by emailing the membership coordinator at internationalcoop@hotmail.com or calling 608-283-6333 and leaving a message.

Apartments

Although apartments in Madison are in ample supply, almost all apartments must be rented for 12 months. The options listed below are popular among exchange students because they are located a short walk from campus and are available on a semester or academic year basis. The negative aspect of this convenience is that on a month-to-month basis, the apartments are expensive compared to others in Madison. However, students agree that it is better to pay more per month than to pay for 3 to 8 months of housing in Madison when you are not living here!

The Regent Apartments

1402 Regent St. Madison WI 53711

Phone: (608) 258 4900

Email: regent@collegedepark.org

Fax: (608) 258 1466

Web: www.rent.net/direct/theregentmadison

The Regent is a large apartment complex located ten blocks from Grainger Hall (10 minutes walk). Single and shared bedrooms furnished with a bed, desk and lamp are available. All singles/suites have a bathroom and kitchenette. The Regent has a fitness center, computer center, movie rental, housekeeping services and maintenance. No cafeteria is available. International students and American students live at the Regent. The Regent is a more modern facility offering more amenities than the Saxony. Note that if you leave after fall semester, you must pay a fee of approximately \$300 to cancel your contract.

"The prices are reasonable and it's a very clean and safe place to live. It also provides free housekeeping. You can choose living either in a two or four-person apartment."

-Student from Chile

The Saxony Apartments

305 N. Frances St. Madison, WI 53703

Fax: (608) 255 9445

Email:

saxony@chartermi.net

Phone:

(608) 255 9353

The Saxony is a large apartment complex located five blocks from Grainger Hall (5 minutes walk). You will have your own bedroom furnished with a bed, desk and lamp. You will share a kitchenette (furnished with table) and bathroom with one to two others. No cafeteria is available. The majority of students living in the Saxony are international exchange students, although some American students live there. You can expect clean, adequate rooms, but they are not luxurious! Fall applicants are encouraged to submit the Saxony application as soon as possible and no later than 30 April.

"Don't waste your time looking for a beautiful house near the lake!!! Go directly to the Saxony...they rent for the semester. You can share the apartment with other roommates and meet wonderful people. At the moment, the Saxony is like the headquarters for the exchange students. There is no need to bring sheets, blankets, pots, or dishes...you can rent them there."

-Student from France

"The Saxony is not a piece of art, but it is very practical as it is close to everything."

-Student from Denmark

"If exchange students only stay for one semester tell them that it is very difficult to find an apartment. I think there is no sense in phoning numerous different numbers to find a vacant accommodation for only one semester. I called approximately 30 different numbers but I ended up at the Saxony. And I was not the only one - almost all of us exchange students are living there and it is a lot of fun. The rooms are ok, it is very close to Grainger and they have all the things there you need (starting from blankets to good laundry facilities). "

-Student from Austria

Spring Semester: Other Apartments

Many more apartments are available for spring-only rental than fall-only because many UW students study abroad during spring or graduate in December, vacating their apartments. If you come to UW during the spring, you have a very good chance of finding a 5-month "sublease." This means that you will rent the apartment from another student for 5 months. If you would like to pursue this option, refer to the UW Off-Campus Housing Listing at www.wisc.edu/cac/housing/. We advise that you limit your search to map sections 1 through 5. Also, be sure the apartment is furnished. Once you have located an apartment, if you want to know how far it is from campus before committing, contact International Programs.

University Residence Halls

For complete information about University Housing, please visit their website at: www.housing.wisc.edu. Their website includes housing community descriptions, services offered, and current rates (rates for next year will be announced in July).

University Housing is in very high demand. Fall applicants must inform International Programs of their request to apply for University Housing **by March 15**. If your home university selects you after March 15, you may not be able to stay in University Housing (at least not in the undergraduate halls). If you do submit your request by March 15, please note that University Housing cannot guarantee that you will receive your first choice. Students interested in a "spring-only" housing contract should send their housing papers with their general application materials. They will be sent a contract based upon their date of application and space available (after November 1). University housing is limited in the spring semester, so placement for the spring is uncertain.

Please note that if you sign a contract with University Housing, you are committed to the cost of the room for the full academic year. If you stop attending UW-Madison after the fall semester, you can be released from your housing contract for the spring semester, but you will lose the required \$300 housing deposit. There are no exceptions to this policy. Please note that you must notify University Housing of your non-attendance in order to be released from your housing contract.

Types of University Housing

Undergraduate Residence Halls: These halls are for undergraduate students and include access to a "Housing Food Account." Fourteen residence halls are included in this category (including the International Learning Community).

Room Contents: In undergraduate housing, most spaces are in double rooms where you will share a room with another student. Each student is provided a bed, mattress pad, dresser, desk, chair, and a bookshelf. Each room includes a small refrigerator, a phone, cable TV and Ethernet connections, drapes, wastebaskets, and closets (individual or shared).

Bathrooms/Laundry: Bathrooms are not located in your room; you will share a bathroom with other students who live in your hallway (bathrooms have individual shower stalls). Laundry facilities are located throughout University Housing. You will pay for the use of washing machines through a "Cash Account," a debit account that is accessed through your UW-Madison student ID card. Dryers are always free.

Food Service: You will not have access to cooking facilities, but you can eat in any of their food service facilities (dining rooms, carryout locations, and coffee houses) or take advantage of their food delivery service to your room. You will make food purchases through a "Housing Food Account," a debit account that is accessed through your UW-Madison student ID card. Each person chooses which foods to eat, how much, and pays accordingly...the choice is yours!

Special Programs: There are several residential learning communities that offer special programming and faculty/staff involvement. Both academic and social activities are organized around the specific theme of each respective learning community. Examples of possible activities can include special courses taught on-site in the hall, group dinners with faculty and staff, lectures/workshops, field trips, and community-service projects. Most residential learning communities include an extra feature charge ranging from \$200-\$350. The residential learning communities available include: International Learning Community (more information below); Multicultural Learning Community (no feature charge); Women in Science and Engineering (WISE); and the Chadbourne Residential College (includes Barnard).

International Learning Community (ILC): The ILC is a residential learning community in Adams Hall and is a great housing option for students from countries all over the world! The ILC welcomes students who have a genuine interest in learning about other cultures, want to share information about their own culture, have an interest in world affairs, or plan to study, work, and/or live abroad. Some of its most unique features include:

- *Early arrival will be before the other halls open*
- *Winter break housing*
- *Most of our rooms are singles (some double rooms are also available)*
- *The ILC has an exclusive 1 credit course that is available to residents*
- *Monthly dinners with faculty featuring ethnic cuisine from around the world*

Other Housing Options/Considerations: Elizabeth Waters Hall is only for female students. There is a Substance-Free option in Witte Hall for those choosing a lifestyle free from tobacco, alcoholic beverages, and illegal drugs both on and off campus. There is a Limited Visitation option in Elizabeth Waters Hall for those choosing a living environment in which no male guests or visitors are allowed between 2:00 a.m. and 9:00 a.m.

Early Arrival and Winter Break Housing: Ogg Hall and the International Learning Community (ILC) are the only communities that offer early arrival housing and remain open during the winter break.

Hall Distances from Grainger:

- The following halls are located within 1-6 blocks of Grainger (2-8 minutes walking): Ogg, Witte, Sellery, Elizabeth Waters, Chadbourne, and Barnard.
- The following halls are located within 12-15 blocks of Grainger (15-20 minutes walking): Adams, Tripp, Slichter, Kronshage, Cole, Sullivan, and Bradley.

Communities of Interest to Graduate Students: These communities are for graduate students and undergraduate students who are 21 years old or older. These halls do NOT include access to a “Housing Food Account.” Rust-Schreiner, Susan B. Davis, and Harvey Street Apartments are included in this category.

Rust-Schreiner and Susan B. Davis: These communities offer small single or standard single rooms. Each student is provided a bed, mattress pad, dresser, desk, chair, bookshelf, small refrigerator, a phone, cable TV and Ethernet connections, drapes or blinds, lamp, and closet space. Bathrooms are not located in your room; you will share a bathroom with other students who live in your hallway. Susan B. Davis has bathroom facilities with showers on each floor while Rust-Schreiner has bathrooms with one shower on each floor (with additional showers on the ground level). Coin operated washing machines and free dryers are available in each building.

Students can share access to a large fully furnished kitchen that is available in each building. Food service (Housing Food Account) is not provided. However, students may purchase meals on campus using a “Cash Account,” a debit account that is accessed through your UW-Madison student ID card. In the dining facilities of the Undergraduate Halls, students are charged the “cash” price (versus the lower Housing Food Account price).

Harvey Street Apartments: These communities offer one or two bedroom semi-furnished apartments. Furnishings in the kitchen include a stove, refrigerator, kitchen table, and chairs. Furnishings in the living room include chairs, couch, bookcase, end table, and a lamp. Furnishings in the bedroom include a bed, dresser, desk, closet space, and a bookshelf. Heat and electricity are included. Free washing machines and dryers are available in each building. Telephone service is the responsibility of residents and cable/ethernet connections are NOT provided. Parking is limited and is assigned on a first-come, first served basis.

Food service (Housing Food Account) is not provided. However, students may purchase meals on campus using a “Cash Account,” a debit account that is accessed through your UW-Madison student ID card. In the dining facilities of the Undergraduate Halls, students are charged the “cash” price (versus the lower Housing Food Account price).

Early Arrival and Winter Break Housing: All the Communities of Interest to Graduate Students offer early arrival housing and remain open during the winter break.

Distances from Grainger:

- Rust-Schreiner and Susan B. Davis are located within 1-6 blocks of Grainger (2-7 minutes walking).
- Harvey Street Apartments are situated in a residential neighborhood a half-mile southwest of campus and are close to the busline.

For more information on University Housing: Kelly Haslam, University Housing--Assignment Office, 625 Babcock Drive, Madison, WI 53706-1213, Phone: (608) 265-6728, Fax: (608) 262-4082, Email: kelly.haslam@housing.wisc.edu

Temporary Housing

If you arrive in Madison and must still look for housing, or before your housing is available, you will need to arrange temporary housing.

Free Temporary Housing and breakfast is available for up to three nights through Madison Friends of International Students (MFIS). This arrangement has been very popular with exchange students in the past. Most temporary housing volunteers are able to pick you up upon your arrival. Because MFIS housing is limited, International Programs recommends that you *do not use this service if you already have a place to stay when you first arrive.*

If you would like to stay with MFIS, please contact them directly. MFIS is run by volunteers, thus they have limited hours of operation. Current hours of operation are Monday through Friday, 10:00 a.m. to noon. Email: mfis@redgym.wisc.edu, Fax: (608) 262-2838, Phone: (608) 263-4010. Include your full name, your home

country, if you are male or female, the date you will arrive, and your flight arrival information, including airport name, airline, flight number. If you will arrive at Chicago's O'Hare airport, give them times you plan to arrive on the Van Galder bus (see the section of this booklet called 'Your Arrival').

You may not know of your temporary housing contact until about a week or less prior to your arrival. If you have not heard from MFIS three days before your departure date, please contact them directly.

Other Temporary Housing Options

Rates posted below are as of December, 2003 for single rooms and are subject to change. Memorial Union, Union South, and Lowell Hall have very limited space. Make your reservations now if you would like to stay at one of these lodgings.

Short Course Dorms

1450 Linden Drive, Madison, WI 53703, Phone: (608) 262-2270, Fax: (608) 265-5905
Web: www.cals.wisc.edu/students/house.html, Email: mary.vance@mail.admin.wisc.edu
\$32 per night, \$192/week (less expensive for triple and quad rooms)

Friedrick Center

1950 Willow Drive, Madison, WI 53706, Phone: (608) 231-1341, Fax: (608) 263-9183
www1.uwex.edu/ecc/friedrick/depts/facilities.cfm
\$67 per night for single room, \$77 per night for double rooms

Madison Inn

601 Langdon St., Madison, WI 53703
Phone: (608) 257-4391
\$105 + 13.5% tax for one person
plus \$15 for each additional person

Wisconsin Center Guest House (Lowell Hall)

610 Langdon St., Madison, WI 53703, Phone: (608) 256-2621
www1.uwex.edu/ecc/lowell/depts/facilities.cfm
\$70 single/\$80 double, no tax, includes breakfast. Indicate your affiliation to UW's International Studies to reserve a room

Wisconsin Union Guest Rooms

www.union.wisc.edu/guestrooms, UW student ID # required to obtain rates listed

Memorial Union
800 Langdon St., Madison, WI 53706, Phone: (608) 262-1583
\$57-\$82 (no tax); student rate.

Union South
227 N. Randall Avenue, Madison, WI 53715, Phone: (608) 263-2600
\$57 (no tax); student rate.

Howard Johnson Hotel

525 W. Johnson St., Madison, WI 53706, Phone: (608) 251-5511
\$79 - \$179 + 13.5% tax (weekday prices cheaper than weekends). University visitor rates may be available

Life in Madison

Fun Facts About Wisconsin

- \$ Wisconsin is known as America's Dairyland
- \$ Lake Mendota in Madison is the most studied lake in the world.
- \$ Mercer, Wisconsin is the Loon Capital of the World.
- \$ The state bird is the robin.
- \$ The state flower is the violet.
- \$ The state soil is Antigo Silt Loam.
- \$ Wisconsin residents are sometimes referred to as "Cheeseheads".
- \$ Wisconsin became a state in the year 1848; the UW-Madison was established in 1849.
- \$ UW-Madison students and alumni are known as Badgers, after the school mascot.

Parting Comments

"This is an amazing experience; I would love to stay for one more semester if I could."
-Student from Hong Kong

"A fantastic semester. I learned a lot of things about America and most importantly, about myself!"
-Student from Singapore

"I had absolutely no problem finding an apartment or integrating and orienting myself on campus. My courses are cool and the only advice I can give to other international students is to come to Madison!"
-Student from France

"Enjoy your time at UW...it goes by way too quickly!"
-Student from Austria

Contact Information

School of Business International Programs

2266 Grainger Hall
975 University Avenue
Madison, WI 53706 USA
Web: www.bus.wisc.edu/international
Fax: (608) 263 0477 attn: International Programs

Your primary contact is Ross Benbow, Project Assistant

Phone: (608) 265 5017
Email: internationaladvisor@bus.wisc.edu

Judy Symon Hanson

Assistant Director, International Programs
Phone: (608) 262 9037
Email: jsymonhanson@bus.wisc.edu

Reception desk email: international@bus.wisc.edu