



Lanzhou University Winter 2017 Program at the University of Manitoba

Program Dates		Dates
	Arrival Date	Sunday, January 15
	Start Date	Monday, January 16
	Student Orientation	Monday, January 16
	Start of IEP Classes	Monday, January 16
	End of IEP Classes	Friday, February 10
	Departure Date	Saturday, February 11
Airport Pick-Up and Drop-Off	Students will be picked up and dropped off at the airport by a University staff member or homestay family.	
Number of Students	Approximately 10 students. Numbers are determined by home university.	
Chaperone	1 chaperone. Number is to be determined by home university.	
UMnetID	Each student must activate his/her UMnetID upon registration. Instructions will be provided. This student account gives students access a variety of online services including University of Manitoba email, Wi-Fi, access to computer labs, and UM Learn (online course content and exams).	
Online Placement Test	The Online Placement Test is to be completed in the home country at least two weeks prior to the arrival date. UMnetID activation is required in order to be able to access the online test. Instructions will be provided upon registration.	
UM Email Policy	During their studies, students need to use their UM student email accounts for all university-related communication. IEP staff will frequently communicate via email and it is recommended that students check their email accounts daily. To access University of Manitoba webmail: umanitoba.ca/webmail .	
Wi-Fi On Campus	Wi-Fi is available campus-wide to all students. Each student can log in to the secure network with his/her UMnetID. Chaperones may log in using the 'guest' network.	
Accommodation	Students will be staying in homestay or residence.	
Meals	Student meals will be provided in assigned homestay or residence.	
Orientation Day	The Orientation Day schedule and information will be sent to the home university contact person one week prior the program start date. If a schedule is required earlier, please contact our office.	
Textbooks	All textbooks are provided by the program. Textbooks have to be returned to the program at the end of the course. Students will be charged for any unreturned, lost or damaged textbooks.	
Health Insurance	Students are encouraged to make health insurance arrangements in their home country.	
Socio-Cultural Activities	The program will include a variety of socio-cultural activities and excursions as outlined in the activity calendar.	
Emergency Contact	Students will receive an IEP Emergency Contact Card in their Welcome Package.	
Letter of Accomplishment	A Letter of Accomplishment will be mailed to the home university for distribution to students approximately 4-6 weeks after the program end date.	

Closing Ceremony & Letter of Participation	Closing Ceremony will consist of the distribution of the Letters of Participation and speeches.	
Transcripts	Unofficial transcripts are available online and can be printed directly by the student. An official transcript can be ordered online for a fee. It is the student's responsibility to order the official transcript: umanitoba.ca/student/records/transcripts	
Program Fee	Admission Fee	\$300
	Tuition Fee	\$1,200/month + \$100
	Homestay	\$725/28 nights + \$225 one-time placement fee (non-refundable)
	Residence Fee	\$1,200/month
	<p>The program fee includes: tuition, use of IEP textbooks, access to computer labs and libraries on campus, University of Manitoba student ID card, transportation and admission to all socio-cultural events, accommodations, three meals per day, as well as airport pick-up and drop-off upon arrival and departure.</p> <p>Note that fees are subject to annual increases.</p>	
Acceptance Letters	Acceptance Letters will be emailed to the home university as soon as applications are received.	
Invoice	An invoice for the group will be e-mailed to the home university approximately 2-3 weeks after the applications have been received. The invoice will be made out to the home university.	
Payment Schedule	Full payment is due 30 days prior to the arrival date.	
Cancellation Policy	The \$300 admission fee is non-refundable. Students who have completed 15% or less of their program qualify for a 50% tuition refund. Admission and accommodation fees are non-refundable.	
Bank Transfer Fee	There is an additional fee of \$17.50 per Bank Transfer sent to the University of Manitoba.	
University Contact Persons	<p>Ding Ge Program Manager Office of International Cooperation and Exchange Lanzhou University 222 South Tianshui Road, Lanzhou 730000, Gansu Province, P.R. China Tel: 86-931-891-5626 Fax: 86-931-891-5330 E-mail: dingg@lzu.edu.cn Cc: Yanmei Han hanym@lzu.edu.cn</p>	
University of Manitoba Contact Person	<p>Miriam Christoph Continuing and Professional Studies, Extended Education University of Manitoba 185 Extended Education Complex Winnipeg, Manitoba R3T 2N2 Canada Tel: +1-204-474-8190 Fax: +1-204-474-7660 E-mail: miriam.christoph@umanitoba.ca</p>	