



Lanzhou University Summer 2018 Program at the University of Manitoba

Program Dates	August Dates	
	Arrival Date	Monday, August 6
	Start Date & Orientation	Tuesday, August 7
	Start of IEP Classes	Wednesday, August 8
	End of IEP Classes	Friday August 31
	Departure Date	Saturday, September 1
	Holiday (no classes or activities)	Monday, August 6
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.	
Projected Number of Students	Minimum 10 students. Numbers to be confirmed two months prior to start date by home university.	
UMnetID	Each student must activate his/her UMnetID upon registration. Instructions will be provided. This student account gives students access to 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 one month 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	As of the start date, 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. A 'guest' network is also available.	
Accommodation	Homestay is preferred. Residence may be available; exact numbers must be received two months prior to start date. ¹	
Meals	Meals are included in the accommodation option. Average: 3 meals/day.	
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	The program does not include health insurance. Students are encouraged to make health insurance arrangements in their home country and/or with guard.me: guard.me/umanitoba/extended	
Socio-Cultural Activities	The program will include weekly socio-cultural activities and excursions as outlined in the activity calendar. Participation in these activities is included in the program fee.	
Optional Socio-Cultural Activities	In addition to weekly activities, students can participate in optional activities. These activities are at an additional cost to the student and clearly marked as optional on the socio-cultural calendar.	
Letter of Accomplishment	A Letter of Accomplishment will be mailed to the home university for distribution to students approximately 6-8 weeks after the program end date. Minimum grade requirement per course: C (60%).	

¹ Number of rooms requested must be paid in full regardless of final enrolment number.

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	
Fee	Application Fee	\$300
	Tuition Fee	\$1,250
	Homestay	http://canadahomestaynetwork.ca/ServicesFees/Services&Fees_UM.pdf
	Residence Fee	From \$1,350
	Bank Transfer Fee²	From \$17.50
	The tuition fee includes: 24 hours of classes per week; use of IEP textbooks; access to computer labs and libraries on campus; University of Manitoba student ID card; and transportation and admission to socio-cultural events as per calendar (optional activities not included). Note that fees are subject to change.	
Application Package	All documents must be received at time of application to the program. Required documents include: <ul style="list-style-type: none"> • Application Form • Application Fee (non-refundable) • Passport Copy • Accommodation Application 	
Acceptance Letters	Acceptance letters will be issued upon receipt of complete application package for each student. Letters will be emailed to the contact person at the home university.	
Invoice	An invoice for the group will be emailed to the home university approximately 2-3 weeks after application letters have been sent. The invoice will be made out to the home university. Canada Homestay Network will invoice homestay fees separately.	
Payment Schedule	Full payment is due 30 days prior to the arrival date. For homestay payment policies & procedures: canadahomestaynetwork.ca/umanitoba.shtml	
Refund Policy	The application fee is non-refundable and non-transferrable. After the program start date, no refunds will be issued. Accommodation fees cannot be adjusted or refunded once reservation numbers have been confirmed 3 months prior to the start date. For homestay refund policy: canadahomestaynetwork.ca/umanitoba.shtml	
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University of Manitoba Contact	Alana Isaak International Programs, Extended Education University of Manitoba 185 Extended Education Complex Winnipeg, Manitoba R3T 2N2 Canada Tel: +1-204-474-8035 Fax: +1-204-272-1626 E-mail: Alana.Isaak@umanitoba.ca	

² Applicable for payments made by bank transfer. Actual fee depends on the country of origin of the funds.
Please note that this program description is tentative and subject to change.