

Centre in Glasgow

Student Handbook



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The Centre-in-Glasgow program is housed at Glasgow University, a university with more than 28,000 students. They have fostered the talents of seven Nobel Laureates, one Prime Minister, and Scotland's Inaugural First Minister.

The University of Glasgow is a public university in Glasgow, Scotland. It was founded by papal bull in 1451. It is the fourth-oldest university in the English-speaking world and one of Scotland's four ancient universities. A papal bull is an official papal letter or document.

Known for its breathtaking Victorian architecture, thriving live-music scene, year-round festivals, stunning parks, and renowned museums, Glasgow is Scotland's largest city, with a city population of 599,000, an "urban" population of more than a million, and a "conurban" population of more than two million. It is the UK's largest retail center after London and easily accessible by road, rail, and air. Scotland's capital, Edinburgh, is 42 minutes away by train.

Program Dates and Fees

Requires a \$375.00 abroad program deposit and \$25.00 medical fee due to the Finance Office by mid-March for all semester programs.

***Dates will vary year to year.**

The *provisional* dates for the spring program are classes start first week of January. Students can normally arrive on New Year's Eve to help celebrate the New Year, but please check with housing at UofG on this date. Orientation is a few days before classes start. Exam period is last week of April - last week of May. Please note that if students wish to receive credit, they must remain in Glasgow to take their scheduled exams, they cannot request an alternative date. Students should confirm these dates with the Center for Global Citizenship in late Oct. before booking flights. Also please note that students may arrive as early as Dec 31st when the dorms are available to move in and the student can experience Hogmanay!

Eligibility

This program is open to all Centre students. Students must have a 3.0 GPA to apply: this is a firm requirement set by the University of Glasgow. If a student is wanting to take the Anatomy class they must have a GPA of 3.4 in 4 Biology classes.

Courses

Official course registration takes place after students arrive in Glasgow. Students should be flexible in selecting courses and should not assume that a particular class will be offered, or offered at a time that works with the student's other selected courses, during the time they are in Glasgow. Neither Centre nor the University of Glasgow can guarantee before official enrollment a student's ability to take any Glasgow course except *Scottish Enlightenment*.

Students must take 15 Centre Credits as they are there during Centre Term. Scotland uses ETC Credits so it would equate up to possibly 80 . The student must work with our registers office and the team in Glasgow to ensure these credits are met.

All students will take *Scottish Enlightenment*, a course specifically designed for the American students studying in Glasgow. The course examines the major figures of this important period of Scottish history, with topics ranging from Adam Smith and economics to David Hume and philosophy to Lord Kelvin (William Thomson) and science. Students will also choose two or three other courses from the many options offered at the university.

One of the science courses many past Centre-in-Glasgow students have enjoyed is the functional anatomy course, a course typically not available to American undergraduates in the U.S. This human anatomy lecture/lab course enables students to work with plastinated human specimens. The course will be especially beneficial to pre-med students and biology majors, as it would fulfill a medical school prerequisite and/or a four-credit biology elective. Students should be aware, however, that participation in this course cannot be guaranteed, either by Centre or the University of Glasgow.

*Due to Covid the Anatomy class has been suspended for semester students until further notice. When this course does reopen students must have a 3.4 GPA on 4 Biology Classes- no exception.

Because the school's laboratory courses are different from those at Centre, not all science courses will replace courses in Centre's science

curriculum; science students should check with science faculty at Centre to see what courses will earn science credit as substitutions, also check with the registrar.

Glasgow Science Courses:	Centre College Credit:
BIOL 1002 (Biology 1B) BIO 110 BIOL 1010 (Environmental Biology)	4 hours of 100-level BIO credit; not Counts as ENS 270 for ENS major; prerequisite BIO 110
BIOL 2041 (Animal Biology, Evolution, and Ecology 2)	BIO, counts for major as Group C w/ lab; prerequisite BIO 110, BIO 210
BIOL 2042 (Genes, Molecules, and Cells 2)	Counts as BMB 210; prerequisite BIO 210, CHE 241
BIOL 2043 (Human Biological Sciences 2)	4 hours of 200 level BIO credit; can take either BIO 226 or 227 for second semester of Human A&P; prerequisite BIO 110
BIOL 2044 (Microbiology & Immunology 2)	4 hours of upper level BIO as Group B w/ lab and for BMB major as “one additional BIO course;” prerequisite BIO 210, BMB 210
CHEM 2015 (Organic Chemistry 2)	Counts as CHE 242; prerequisite CHE 241
BIOL 2038 (Functional Anatomy)	4-credit upper level elective for BIO major in the Group B category; not a substitute for BIO 226 or 227; prerequisite BIO 110

Grades

The grades that Centre students studying abroad have received in the past have been consistent with, or even a bit higher than, grades received on campus. Nevertheless, we want to make certain that you understand from the outset that the courses you take abroad will not necessarily be taught or evaluated as they would be at Centre. Being abroad does not mean the course load will be lighter or easier and students should still expect to be challenged academically.

Students must realize that this is a very independent program and you must be the person keeping yourself accountable. UofG will not hold

students' hands and students must request grades as they move along the course.

We will, of course, do what we can to advise you on courses you take, but finally you are responsible for those choices, and you must live with the results. The faculty committee on curriculum and academic standards will almost certainly not agree to change an abroad grade because you believe it is too low.

As a reminder, students enrolled in off-campus programs may not take courses on a Pass/Unsatisfactory basis during that term.

Registration, Convocations, and Library Resources

While abroad, students will contact your advisor and pre-register for future courses via e-mail. They will get an email from the registrar and it will be similar to registering on campus.

Eduroam is available on Glasgow's campus as well as Center's campus so you will be able to access even our Moodle pages safely as long as you have downloaded The Global Protect on your computer (just google this is and it will automatically pop up).

Students will automatically be credited with six convocation credits during your term abroad.

While abroad, you may access articles on any database at our library. However, if you wish to use an e-book abroad, you will have to access the book through EBSCO ebooks (in Databases A-Z). Students should also log into ARTstor and create accounts before they leave campus.

Housing and Meal Plan

Centre students will choose between residences in the University of Glasgow's housing, which, although not directly on campus, are within walking distance. Students will apply and pay for housing on their own after being selected by Centre and completing their online Glasgow applications.

The University offers a mixture of catered and self-catered student residences, as well as a limited number of self-contained family flats. Great efforts are made to ensure that these accommodations are offered to all new international students, provided that they apply by the deadline preceding entry to the University and have firmly accepted an unconditional offer or have met the conditions of a conditional offer from GLASGOW UNIVERSITY not CENTRE. Please apply online for accommodation at www.glasgow.ac.uk/accomodation as soon as you have accepted either a conditional offer or an unconditional offer to study at the University.

In addition, during the term that a student spends in Glasgow, he or she pays only Centre tuition (**not room-and-board**) to the college. For that term, the student uses the room-and-board money that he or she usually pays to Centre to cover housing and meals in Glasgow.

Emergency Contacts

Colette McGowan - colette.mcgowan@glasgow.ac.uk
+44 141 330 6516

Lynn Kean - lynne.kean@glasgow.ac.uk
+44 141 330 5439

Alcohol and Late-Night Policy

When problems abroad have occurred for Centre students (and American students generally), there have almost always been two elements involved: 1. Alcohol, and 2. Students being out alone (without another Centre student) late at night.

The following policy is in effect for all Centre study-abroad programs:

1. If a student uses alcohol irresponsibly, as determined by the program director and director of the Center for Global Citizenship, the minimum fine will be \$100. The director may also require that the student sign a statement saying that the student will not have alcohol during the duration of the program, and both the student's parents and the Centre Dean of Students will be informed.

2. If a student is out at a bar or club after midnight alone—that is, without another Centre student—the program director and director of the Center for Global Citizenship will together decide on an appropriate punishment, including the most serious one of separating the student from the program without any academic or financial credit.

Mandatory Travel Medicine Presentation

Mandatory Travel Medicine Presentation Each student studying abroad on a Centre program is required to attend a travel medicine session, and there will be two sessions held each semester for all participants registered. Students must attend the session specifically catered to their destination, as Dr. Brian Ellis will be discussing diseases and vaccinations specific to certain destinations at each session. Only if students have an approved excuse to attend the other session may they do so. The CGC Office are the only people who can give students permission to attend the other session.

Holding two sessions should eliminate any student's having to miss the presentation entirely due to scheduling conflicts. Centre regards the travel medicine presentation as extremely important in preparing you to study abroad, and failure to attend one of the two sessions will highly jeopardize your participation in the course.

At the sessions, Dr. Brian Ellis will present up-to-date information outlining recommendations and/or requirements for each destination. All students studying abroad on a Centre course are billed a \$25 professional consult fee that covers the travel medicine presentation; these fees are collected when the deposit is made.

As stated above, failure to attend one of the two sessions will *highly jeopardize a student's participation in the course*. At the very least, failure to attend a session means the student will not be eligible to receive travel vaccines or prescriptions at Centre Student Health, will be required to seek travel medicine advice on his or her own, and will be required to sign a waiver, also signed by the student's parent or guardian, from the CGC.

Fall students should attend the travel medicine presentation held in March or April- Spring students will attend a presentation in September or October.

Medical Insurance

The College EIIA insurance policy, which covers the director and his or her immediate family and students, provides a safety net for serious medical situations abroad; this is especially important for students who do not have medical insurance of their own. The categories of coverage provided are accident and sickness (\$100,000 limit); emergency medical evacuation (\$1,000,000 limit); accidental death and dismemberment (\$200,000 limit); medical repatriation (\$1,000,000 limit).

The person in need of medical care has two options for using the study abroad emergency accident/illness insurance. On moodle there is a Wecare card that lists the pre approved hospitals that will be covered by insurance. As long as the claim has been started the insurance company will take care of the rest. Before reporting to the hospital or clinic, the patient (or a director) can simply call the insurance company to get a claim started before the patient even arrives at the hospital. Call +1-844-344-2360 and tell the insurance rep who you are, where you are, and what your group name is (for everyone associated with Centre, its EIIA) and the activation Group ID (for everyone, it's LTG 273330). The rep will let you know how to proceed and will get the claim started immediately; this eliminates the need to pay anything upfront.

Coverage Summary:

Accidental Death & Dismemberment: \$200,000 each person

Travel Accident and Sickness:

Emergency Medical Expenses: \$100,000 each person/each injury or sickness

Emergency Medical Evacuation: \$1,000,000 each person/each injury or sickness

Medical Repatriation: \$1,000,000 each person/each injury or sickness

Security Evacuation: \$100,000 limit per person / \$1,000,000 per event

Natural Disaster Evacuation: \$100,000 limit per person / \$1,000,000 per event

Trip Cancellation: \$2,000 lifetime maximum per insured person

Trip Interruption Coverage: \$2,000 per insured person per policy year /and lifetime maximum, 3-day maximum benefit period

Excluded activities: skydiving/parachuting; hang gliding; bungee jumping; mountain climbing; pot-holing; zip lining; motorcycle riding; and scuba diving – unless scuba diving is assigned as part of the curriculum of study for course credit

Excluded causes of loss: AIDS; routine or elective medical care; normal dental; acne; pregnancy or pregnancy related procedures including abortion (unless an emergency); and loss due to participation in Specified Athletic Sporting Events*

***Specified Athletic Sporting Events are: Football, Boxing, Gymnastics, Ice Hockey, Lacrosse, Martial Arts, Rodeo, Skiing (water or snow), Surfing, Swimming, Diving, Wrestling, Basketball, Baseball, and Equestrian are excluded when participating in the event professionally or when representing the institution as part of the institution's athletic program.**

Medication

- **VERY important: if you take prescription medication, be sure you take enough for the entire amount of time that you're abroad. Keep it packed in its original container from the pharmacy, and keep it in your carry-on luggage as you travel. Contact EIIA and GARDA world before they go and they will help facilitate and presort prescription needs.**

Counseling and Psychotropic Medication

The kind of counseling and support services available on campus are not available abroad. Because any significant life transition can exacerbate and complicate already existing mental health issues, students who are currently on psychotropic medication and/or have been in mental health counseling are encouraged to consider participating in the Centre Term programs abroad. In addition, those students are urged to meet with a Centre counselor prior to their leaving, to develop a support plan for their time abroad.

Students who find they need counseling services while abroad may arrange for such services but are responsible for making and paying for appointments and for scheduling appointments outside of class time and required outings. EIIA will give a list of English of speaking counselors if needed. More details are included below. Should you need counseling for a Title IX issue, please contact a member of Centre's Title IX resource team, listed at the end of this handbook. Centre's Title IX/Sexual Misconduct policies are listed at the end of the handbook.

If a student must leave the course due to a mental health issue this should be handled on a case by case basis alongside counselors and parents. Students should first receive counseling while they are in t location with an English speaking counselor. Centre counselors will work with students within their jurisdiction but are limited. Therefore, a counselor there must be utilized as well. The insurance will pay for a doctor or nurse to fly to that country if the situation worsens and they deem it necessary to do so. This will be determined by the Insurance company.

Students will not be charged if they must return home. However, they may not be able to return to campus for that term. This is dealt with on a case by case basis with counselors and the Dean.

When students are admitted into an abroad program Centre counselors will be contacted and any of the students who have visited counseling throughout their time at Centre will be advised to return to counseling prior to the course for prep.

Passports

Passport If you do not currently have a passport that will remain valid for at least six months after your return, begin the process of obtaining one as soon as you are selected. In the recent past, some students have waited three months to receive a passport, even though the passport agency has stated that it will take six to eight weeks.

Travel Letters from Centre

Each student studying abroad will receive, at one of the mandatory pre-departure meetings, a personalized, official travel letter from Centre.

This letter explains what the students will be doing, as well as information about the program director and insurance. If a student misplaces the letter, the student must pay the Center for Global Citizenship \$25 for another copy. To avoid difficulties, be certain to have this letter with you at all times while traveling.

Flights and Arrival Suggestions

When you arrive in the UK, you will get a regular entry stamp on your passport, as well as a “student visa” stamp. Do NOT plan to enter the UK via Dublin, as Dublin is not part of the UK and, therefore, you will not receive the student visa stamp. (The university will explain the visa process once you have been accepted, as well as sending you the paperwork you will need to get the visa once you have landed in the UK.)

Centre students will arrive in Glasgow in time to attend the university’s orientation. A full orientation schedule will be emailed to all accepted students in the fall from UofG.

Students who arrive within the timeframe listed in the orientation guide may be able to register for a free ride for the eight-mile travel from the Glasgow airport to campus.

If a student’s flight arrives outside this time period, transportation from the airport to student housing is easy. A taxi into Glasgow will cost about £25, and the journey takes approximately 20 minutes. Traveling by bus is a cheaper alternative, but is not so convenient, particularly if students have a lot of luggage. Buses run every ten minutes and will take students into the city centre (this is how it is spelt in Europe). The cost ranges from £3.90 to £6.00 for a single ticket depending on the bus company. Those who take buses into the city centre should then take a taxi to their residence; that journey will cost approximately £8. Also please find a pre-departure Checklist and more at www.glasgow.ac.uk/international/support

During most of January, a Welcome Team will be based at the Welcome Desk on Level 1 of the Fraser Building from 8:00 in the morning to 5:00 at night, Monday through Friday. If students need any help, they

are encouraged to make contact with the Welcome Team. However please check as dates and times do change.

Plane tickets are NOT included in the tuition fee that students pay to Centre College. Tickets are purchased independently.

*** No matter which arrival option you choose, you need to send UofG a copy of your flight itinerary as soon as you have it!*

Students have found studentuniverse.com, statravel.com, cheapflights.com, or Chipmunk.com helpful sites. Book early for the lowest prices.

Transportation Suggestions

Despite being Scotland's largest city, Glasgow is easy to get around. Whether you choose to walk, take a bus or use the subway, you can reach your destination within minutes. www.peoplemakeglasgow.com . On this site you will find trip inspiration like First Time Must SEES, Nightlife, Cultural City, Food and Drink, Shopping, and my favorite GATEWAY TO SCOTLAND. The subway can also take you from the airport to the West End of Glasgow which is where the University is located.

Glasgow is an easy city to find your way around. Built on a grid system, it's compact to navigate, either on foot or public transport.

Walking

Get to know Glasgow better with the [Glasgow Walking app](#) developed by Glasgow City Council, and learn about the history of the city as you discover some of its hidden gems on the walking routes.

SPT Travel Centres

SPT Travel Centres provide information about all types of travel in the Glasgow & Strathclyde area, and [Traveline Scotland](#) covers public transport across Scotland. Download the [Traveline Scotland app](#) for more information.

Money

The most common banknotes are £5, £10, £20, £50 and £100. It is also possible to find £1 notes, although these are extremely rare. The coins in circulation are 1p, 2p, 5p, 10p, 20p, 50p and £1 and £2.

In Scotland you use both Sterling banknotes issued both by the Bank of England and Scottish banknotes. The Scottish banknotes will always be accepted in Scotland, but in some parts of the UK they are not as easily accepted, so we recommend to use your Scottish banknotes as much as possible while in Scotland and reserve the Bank of England pounds if you're planning to visit the rest of Britain.

Students should be sure to notify their banks, prior to leaving the United States, of their semester abroad in Scotland, in order to prevent their ATM cards from being frozen (due to the bank believing the cards were stolen).

Phones

When traveling there are several options for phone's accessibility. Students should choose what is best for them.

- 1. Airplane mode + wifi**
- 2. International phone plan**
- 3. SIM card purchase**

Helpful Apps

-maps.me = offline maps

-googlemaps

-XE currency = exchange rates app

-packpoint = creates packing list

-City mapper

What to Bring

About half of what you're planning to take. Most students check one suitcase with wheels (remember: there's a size and strict weight limit—50 pounds for most airlines beyond which you pay heavily, even on international flights) and carry a backpack (and perhaps laptop) with them on the plane. Put a splashy bright ribbon on your checked bag to make it easily identifiable on the luggage carousel. Take this test to see if you've packed too much stuff: carry your suitcase and backpack around the block and then up and down a flight of stairs three times without putting them down.

If you have a laptop, take it.

VERY important: if you take prescription medication, be sure you take enough for the entire amount of time that you're abroad. Keep it packed in its original container from the pharmacy, and keep it in your carry-on luggage as you travel.

Sexual Misconduct Policy

- This is posted on centrenet and should be dealt with on a case by case basis under the college's policies.

https://centrenet.centre.edu/ICS/icsfs/Sexual_Misconduct_Policy_Away_International_Resour.docx?target=a931449d-de2b-4174-8213-d4feb6399ab5

- Resources for Diversity and Inclusion

https://centrenet.centre.edu/ICS/icsfs/CGC_Resources.pdf?target=dcb8fea6-dd49-4a93-9768-1b366b8a8a2a

Forms for students to fill out via Moodle

- These forms can be found under the program's tab on Moodle.
 - Health and Medical Information Form

- **Statement of Responsibility and Authorization Release, and Indemnification Agreement**
- **Emergency Contact Form**
- **Flight Information**
- **COVID, health, and liability forms**
- **Passport information**