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# Living in Greece



## Thessaloniki

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Thessaloniki, founded in 315 B.C., has historical and cultural roots in the Macedonian, Roman, Byzantine, and Ottoman empires. Today, it is an important Aegean port and a center of commerce, culture, and education. Thessaloniki is the second largest city in Greece and boasts landmarks including the White Tower of Thessaloniki, Aristotelous Square, and countless Greek monuments.

### **Time Zone**

Thessaloniki is within the Eastern Europe Time Zone (EET), and the time difference between the Eastern Standard Time in the US is +7 hours.

### **Climate & Weather**

From September to October, the weather is pleasant and dry and considered beach weather. The weather begins to get colder in November and December.

### **Public Transportation**

On weekdays, a complimentary bus is available between the student residence and the ACT campus twice per day. Outside of these hours, students can utilize the city's bus system or taxis. Students will receive a bus pass for the semester to access Thessaloniki's public bus system which has a route serving the campus.

### **Money & Banking**

Greece's currency is the Euro. Participants will not open a Greek bank account while abroad. Visa and MasterCard are the most widely accepted credit cards. Having some cash on hand is recommended for places that do not accept credit cards. Students should notify their bank and credit card companies that they will be studying abroad prior to arrival. Prior to departure, students should talk with their bank to better understand how their credit and debit cards will work while abroad.

# Living in Greece

## American College of Thessaloniki (ACT)

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The N.U.in Greece Program partners with the American College of Thessaloniki (ACT). ACT strives to be the premiere, internationally-oriented, English-language institution of higher education in the Balkan region serving to promote both innovative learning and humanitarian values. ACT is a division of Anatolia, a private, not-for-profit educational institution founded in 1886 in Asia Minor and relocated to Thessaloniki in 1924.

ACT is one of only six NEASC-accredited academic institutions outside of the US and the only institution in Southeast Europe with both full US accreditation and European validation. ACT offers American-style undergraduate and graduate education with teaching standards and campus infrastructure unmatched in the region. The campus houses over 60 acres of green space, the largest English language library in Southeast Europe, and athletic facilities.





## **Student Accommodations**

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N.U.*in* Greece students live in hotel student accommodations located a short walk from Thessaloniki's waterfront. At the Metropolitan and Queen Olga Hotels, each room is shared by two students, and is equipped with standard furnishings as well as a private bathroom with a shower. Additional features include linens, sheets, blanket, towels, hair dryer, television, small refrigerator, air conditioning and heating, wireless internet throughout the hotel, cleaning service, and access to conference rooms.

### **Common Areas**

There are common areas throughout the hotels available to all residents, including the dining areas and study rooms.

### **Laundry**

A laundry service (wash, dry, and fold) is available for a fee at a nearby laundromat. Limited services may be available at the hotel for a fee.

### **Meals**

Students will be provided with breakfast and dinner daily while in Thessaloniki in the hotel dining room. Meals are served buffet-style and available during certain hours each day. If a student has a dietary restriction, N.U.*in* staff will work with the student and the hotel to communicate and meet that need.

Local options to purchase lunch include a cafe at the ACT campus and local eateries around Thessaloniki.

# Living in Greece

## Life Abroad

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### Roommates

N.U.*in* students will live with one other roommate. Students receive their roommate assignments once they arrive on-site. We encourage students to develop adaptability skills and to broaden their social network as much as possible, and as such, we are not able to accommodate roommate requests.

Living with roommates can certainly be an adjustment for some students. Keep in mind that the N.U.*in* on-site staff are available to students who are seeking advice about how to handle a roommate conflict.

### Mail & Packages

N.U.*in* students can receive letters and package notifications at reception in the hotels. Packages are picked up at the local post office, using a photo ID and the package notification. Packages are frequently reviewed by customs authorities in Greece and issued a tax that is payable at the time the package is picked up. Items such as gifts, food, electronics, clothing and medications may incur additional customs fees. It is not recommended to send medications through the mail. USPS is the recommended shipping service. Courier services (e.g: FedEx, UPS, DHL) for items other than documents typically experience a longer delay and higher taxes in customs than items shipped via USPS. Use the below addresses for sending mail:

#### Student Name

Queen Olga Hotel

44 Vasilissis Olgas Avenue

Thessaloniki, Greece 54641

#### Student Name

Metropolitan Hotel

65 Vasilissis Olgas Avenue

Thessaloniki, Greece 54642





## Medical Facilities

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A physician is available at no cost on ACT's campus during scheduled walk-in hours and at their private practice, by appointment for basic health screenings for minor ailments and health advice. The private practice is located a few blocks away from the hotels and is easily accessed on foot, public bus or taxi. For urgent situations, and matters occurring out of office hours, Euromedica Geniki Kliniki Hospital, located 10 minutes from student housing and St. Luke's hospital, located 10 minutes from ACT, accept N.U.*in* students on a 24-hour basis. Ambulances are available at all times. Both St. Luke's and Euromedia Geniki Kliniki will accept Visa and Mastercard, but not American Express cards as payment for services rendered. Receipts can be issued in English and may be submitted by the student to their insurance company for reimbursement according to their individual plan.

The ACT Counseling Office is headed by a licensed professional. Students may visit the office during walk-in hours or by scheduling an appointment in advance. The counselor may refer students to off campus specialists if further assessment or treatment is needed.

### **Private hospital located near ACT**

St. Luke's Hospital  
552 36 Panorama  
Thessaloniki, Greece

### **Private hospital located near housing**

Euromedia Geniki Kliniki  
Marias Kallas 11  
Thessaloniki 546 45

## Health Insurance

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The N.U.*in* Program requires that all students maintain health insurance coverage that is valid abroad during their time on site. Students may be covered under a domestic health insurance plan with international coverage, or a supplemental international health insurance carrier. It is the student's responsibility to check with their current insurance carrier to see what kind of coverage is offered abroad.



# Academics at ACT

## Academic Environment & Structure

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The American College of Thessaloniki operates 11-week semesters, followed by a 1-week final exam period. Most classes have 4-6 hours of contact per week, distributed between lectures and learning outside of the classroom.

### Class Structure

The overall environment is generally similar to that of a US college classroom. Students can expect to do up to 2 hours of work at home for every 1 hour in class. Classes will be taken with other N.U.in students and are typically less than 30 students.

### Studying

Preparation for class is important to student's academic success. Lectures are designed to provide broad overviews and key concepts, while readings offer more detailed coverage. Participants study on campus, at the hotel, or find that cafes are good places to experience the city while also concentrating on homework.

### Exams

Assessment structure depends upon the class, and could be based heavily on mid-terms and finals, or on tests throughout the length of a course. Academic integrity is especially important, and any form of cheating or plagiarism will not be tolerated.

To be successful, students should attend all classes, keep up with the readings and homework, and hand in all assignments on time. One of the most common mistakes students make is not asking for help when it is needed.



# Academics at ACT

## Academic Resources

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Academic support is available for students, but they must seek out these resources. Students may speak to their lecturer or an N.U.*in* staff member to discuss any issues that they may be having academically.

### **Bissell Library**

The Bissell Library on ACT's campus has access to a variety of research databases, including the Anatolia College Digital Archives & Special Collections. The library also has group study rooms, Bibliographic Instruction lab and the Niarchos Technology Center, which includes computer teaching labs, a multimedia center, viewing rooms, teleconferencing center, and lounges.

### **ACT Learning Hub**

ACT's Learning Hub offers students a supportive atmosphere in which students can receive assistance with their studies, writing assignments and overall development of language skills. Located on the 2nd floor of the Bissell Library, the Learning Hub also houses the Math Tutoring services, and operates on an appointment or walk-in basis throughout the academic year, during which times both professional and peer tutors are available to students of all levels to assist them in improving their written and oral expression.

### **Learning Disabilities**

Any student requiring accommodations must provide documentation to the N.U.*in* office prior to departure. N.U.*in* then provides this documentation to ACT, but students should also speak to their professors individually to activate their necessary accommodations.

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**Textbooks**

We recommend that participants wait until arriving on site to purchase the necessary books. It is generally a good idea to review the syllabus for a class prior to buying any materials. When available, E-books will be provided through the ACT student Moodle account.

**Grading & Transcripts**

ACT uses the American grading system, meaning that grades will look similar to those earned in the U.S. The rubric is explained clearly at the beginning of the semester in each syllabus to ensure consistency and offer a guide from the beginning of the class.

Official transcripts for classes taken during the The N.U.*in* Program are issued by ACT, and will be mailed to The N.U.*in* Program office in Boston after completion of the fall semester. They will be available for pick-up on campus at a set time and place. In order to receive transfer credit, participants must attain a grade of “C” or better.

In accordance with Northeastern’s transfer credit policies, participants’ final grades will not appear on their Northeastern undergraduate day school transcripts or count toward their GPAs. Each student’s Northeastern degree audit and official transcript will only reflect that he or she has received credit for a course, but not the grade itself. However, if a student decides to transfer to a different school or applies for further educational opportunities or scholarships, official transcripts from all institutions attended will typically be requested.



# Academics While Abroad

## Course Credit & Registration

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Students will receive a full semester's worth of credits. Please reference the Academics pages on the N.U.in website for a list of course offerings.

### Fall Course Registration

You will work with your Northeastern academic advisor to select courses for the fall semester. Please make sure you disclose any existing or pending AP, IB, or transfer credit to your advisor so they can assist you to select course alternatives.

### Fall Course Changes

In summer, our partners begin to prepare their resources and have a number of elements to consider, including classroom space, number of sections for each course, scheduling, availability of faculty, etc. As such, course changes are limited to only those academically required. Students who receive AP, IB, or other college credit after courses registration can have their schedules adjusted by their academic advisors only. Before any changes are made on-site to a student's schedule, The N.U.in Program and Northeastern University Advisors must confirm and approve any changes.

### Spring Course Registration

Registration for spring classes takes place in mid-November. The registration process is different for each College. Northeastern academic advisors will contact students via email regarding course selection and any college-specific protocols in the fall. Depending upon the flexibility of their major's curriculum, students may be pre-registered for some courses during the month of November by their advisors. All students meet with their academic advisors during Spring New Student Orientation in January to finalize their schedules and to address any concerns. If students have additional questions they may contact their college directly. Contact information for academic advisors can be found on the N.U.in website.



## Transfer Credit & Enrollment

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The N.U.*in* staff has worked closely with the Northeastern Colleges and our partners abroad to ensure that students are enrolled in courses abroad that fulfill Northeastern major, core (NUPath), and elective requirements. Upon returning to campus, all courses successfully completed with The N.U.*in* Program will appear on students' Northeastern academic records as transfer credit, but will not be calculated into their Grade Point Average. Students receive an official transcript, which will have their grades from our partner institutions abroad. Any additional copies will need to be requested directly from our partner institutions by students.

### **Enrollment in The N.U.*in* Program**

All students must successfully complete their secondary education program. Students must also submit proof of graduation, which is typically found on their final high school transcripts. Failure to submit final high school transcripts may impact financial aid awards, and failure to complete one's current academic program in good standing could result in a decision to rescind the offer of admission to The N.U.*in* Program and the University.

### **Matriculation to Northeastern**

Participants must successfully complete their N.U.*in* Program courses during the fall semester. Failure to complete coursework and earn a grade of "C" or better could result in the need to take extra courses during the summer or subsequent semesters or a decision to postpone the student's matriculation to Northeastern University. Disciplinary issues that have occurred since admission, at Pre-departure Orientation, while participating in The N.U.*in* Program, at Northeastern's New Student Orientation programs, during Move-In, or prior to the official start of the semester, must be fully disclosed. Northeastern reserves the right to rescind a student's offer of admission or engage in any appropriate disciplinary action related to these issues.



# Preparing for Departure



## Preparing for a Semester Abroad

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From now until departure, students can prepare for their upcoming semester by doing research about their N.U.*in* location's culture and academic environment. Students should be working on their visas (if applicable), packing their belongings, and finalizing travel plans for the beginning of the program. It is recommended to create a communication plan with friends and family to best keep in touch while abroad. Most importantly, students should be getting excited for the unique opportunity that lies ahead!

## Culture Shock

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As a visitor from another country, students may experience culture shock at some point during their N.U.*in* experience. Culture shock is described as feeling a lack of direction, not knowing what to do or how to do things in a new environment, and not knowing what is appropriate or inappropriate.

The feeling of culture shock generally sets in after the first few weeks of arriving to a new place. Some students experience all of these symptoms, while others may not encounter any feelings of culture shock. Generally, most students will fall somewhere between the extremes. I

Site staff are an excellent resource for students who may be experiencing culture shock, homesickness, or some combination of the two. It is important to come up with strategies prior to departure, such as weekly phone calls to family, finding activities or hobbies you can do while abroad, or talking with peers about what they are feeling to help cope with culture shock and homesickness





# Preparing for Departure



## Student Visa for Fall N.U.in Semester

All N.U.in students need a passport, which must be valid for at least six months beyond the student's scheduled program end date. Please visit our website to learn more about the visa process, and for a location-specific visa guide.

It is the student's responsibility to obtain an appropriate visa, if necessary. If you cannot obtain a valid visa in time for the program start date, then please refer to the N.U.in Withdrawal Policy (found in the Application Status) and contact the N.U.in office to discuss next steps.

## F-1 Student Visa for Spring Semester (International Students)

All international N.U.in students must apply for a non-immigrant student visa at a U.S. Embassy or Consulate to start their Spring semester in the U.S. at Northeastern University. For information regarding the requirements for an F-1 Student Visa, please contact your nearest Embassy or Consulate directly.

N.U.in students who need to obtain F-1 visas will need to plan ahead to ensure there is enough time either on-site or upon returning to their home country after the conclusion of the fall semester to secure the proper documentation needed.

Contact the Office of Global Services for any questions regarding the F-1 visa process at +1 617.373.6447 or [ogs@northeastern.edu](mailto:ogs@northeastern.edu).

# Preparing for Departure

## Group Flight

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### **Pre-Departure**

Participants on the Group Flight must check their email for an important Departure Information communication that will include all details for the day of travel, including phone numbers to call in case of a travel delay or emergency. Students on the Group Flight must provide N.U.*in* with the details of their itinerary, including any and all connecting flights. Students will enter their flight details through their Application Status Check portal prior to departure.

### **Travel to Site**

Participants on the Group Flights will travel from select hub cities. N.U.*in* site staff will greet them in the airport when they arrive at their N.U.*in* location. Buses will be waiting to take students directly to the student accommodation. We ask that participants wear their N.U.*in* t-shirt for identification purposes in the airport.

### **Departure**

On the last day of the program, buses will be arranged to bring participants on the Group Flight to the airport from the student accommodations. From there, students will go through security and travel as a group back to their destinations. Students may choose to depart for home or travel elsewhere early, only if all academic requirements and the Acknowledgment of Risk and Informed Consent for Program Deviation form have been completed. Students will also be required to pay a change fee to make any modifications to their itinerary. All students are required to move out of their student accommodation on the last day of the program.



## Independent Travelers

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### **Pre-departure**

Any participant who chooses to fly to their site separately from the Group Flight books his/her own flights and will receive a credit on their bill equal to the cost of one Group Flight airline ticket to their fall semester tuition bill.

Independent travelers must check their email for an important Departure Information communication that will include all details for the day of travel, including phone numbers to call in case of a travel delay or emergency. Students traveling independently must provide *N.U.in* with the details of their itinerary, including any and all connecting flights. Students will enter their flight details through their Application Status Check portal prior to departure.

### **Travel to Site**

Participants traveling independently from their home cities to their *N.U.in* location must arrive on site by the program start date. Independent travelers must arrange their own transportation to the student accommodation. Students arranging their own transportation to campus should note the address of the student residence prior to departure.

### **Departure**

On the last day of the program, buses will be arranged to take group flight participants to the airport from the residence hall. If an independent traveler's flight is departing on or around the same time as the Group Flight, he/she may utilize these buses to get to the airport. Otherwise, independent travelers are responsible for their own transportation to the airport.





# Policies & Protocols



## Safety While Abroad

Just as in any city, it is important for students to take precautions, be mindful of their surroundings, and follow basic safety principles.

- Walk along well-lit areas and avoid alleys or poorly-lit areas.
- Use the buddy system and do not travel alone at night.
- Avoid public demonstrations, riots, and other civil disturbances.
- Keep a low profile, and avoid loud conversations or arguments.
- Do not discuss travel plans or other personal matters with strangers.
- If lost, act as if you know where you are going.
- Try to ask for directions only from individuals in authority like a police officer.
- Make a note of emergency telephone numbers: the N.U.in staff, police, fire, hotel (if traveling), and the nearest embassy and/or consulate of your home country.

### **Registering Your Travel Plans**

Students are encouraged to register their travel plans with the greater Northeastern community, the U.S. Department of State, the embassy or consulate of your home country, and WorldAware. Several resources are listed on the following pages to help students prepare for traveling abroad

### **Policies for Travel While On-site**

Participants may travel to locations outside of their host cities/countries if they wish. Any student who leaves for one or more nights must fill out an Acknowledgment of Risk and Informed Consent for Program Deviation form. This online form collects information including the dates and destination, means of travel and any flight/train numbers and times, and names of other students who may be traveling as a group. This form will be made available before students arrive on site. Students under 18 years old are not able to complete this form unless their parent or guardian has signed the "Under 18 Program Deviation Waiver" in the students Application Status Check portal.

# Policies & Protocols

## Safety While Abroad

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### **Registering Travel & Downloading the WorldCue Mobile App**

See the below procedure for students. If students have any questions about this process, please email [mytravelplans@northeastern.edu](mailto:mytravelplans@northeastern.edu).

1. The University's International Safety Office and N.U.in will enter the program dates, accommodations, and group flight information into the University's travel registry system (iJET WorldCUE) for all program participants.
2. N.U.in participants will receive a confirmation email from [WorldcueTraveler@ijet.com](mailto:WorldcueTraveler@ijet.com) that provides instructions to activate the user account and download the WorldCue Mobile App.
3. Students must verify the information and update personal details.
4. N.U.in participants who obtain approval to deviate from the program (for example, a weekend trip away from the program site) must register the travel details by logging into their user account at [www.traveler.worldcue.com](http://www.traveler.worldcue.com) or by visiting "My Travel Plans" in the myNortheastern portal.
5. For travel registration instructions and information about the mobile app, visit: <https://provost.northeastern.edu/international-travel/>

### **Register for Smart Traveler Enrollment Program (STEP) with US Government**

1. Visit the US Embassy Website: <https://travelregistration.state.gov>
2. Create an account and follow the steps to fill out the required information



## WorldAware

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As Northeastern community members, N.U.*in* students have access to a service called WorldAware. WorldAware provides all N.U.*in* students with access to worldwide, quality health professionals, travel warnings, and emergency health and safety assistance services 24-hours a day. Membership provides students with pre-travel information and advice, rapid response, emergency help, and evacuation capabilities. Students may contact WorldAware at the following number specific to Northeastern University members at +1.312.470.3108.

### **Utilize WorldAware prior to departure for:**

- Accurate, updated information on the city and country.
- Information like vaccination, prescription medication, and medical equipment.
- Information regarding security concerns.

### **While abroad, contact WorldAware for assistance with:**

- Health, safety and security advice.
- Finding an experienced, English-speaking doctor or security specialist.
- Locate a local doctor or other provider credentialed by their medical staff.
- Loss of travel documents or legal advice.

### **In an emergency, call WorldAware immediately to:**

- Arrange for medical transportation or care.
- Monitor local conditions and receive advice via email or push alerts.
- Evacuate to a center of medical excellence if local care is inadequate.
- Provide help if one's personal safety is at risk.
- Contact family members the participants indicated are emergency contacts.



# Policies & Protocols

## Emergency Protocol

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### **Duty & Staff Availability**

The first point of contact for participants is always the N.U.*in* staff. International Coordinators (ICs) live within the same building as the students, and serve in a similar capacity as Resident Assistants (RAs) in Northeastern residence halls. Additional staff may be provided by our partner institutions to assist within the studnet accomodation or with cultural adjustment and understanding. Students should feel comfortable approaching our staff and asking for assistance or advice at any time. Students should familiarize themselves with the local resources which may include, residential staff, host institution staff, emergency responders on-site or in the community, etc. Site staff is on-call at all times, meaning that a staff member can always be reached, 24 hours a day, 7 days a week. There will be a specific on-call phone number to be distributed to students on arrival. Students may contact this number for emergency reasons. Common concerns include inquiries about how to set up a doctor's appointment, visit a hospital, or navigate an emergency situation, though any question can be addressed to a staff member on duty.

### **Doctor & Hospital Visits**

Students can request guidance at any time when it comes to medical care and visits. Site staff are always available to accompany a student to a doctor's appointment. Typically, students are seen by a local doctor for routine ailments such as a cold, cough, or sore throat. The local doctor or clinic may recommend that a student visit a hospital for any more serious injury or illness. In an emergency situation, a student may be transported directly to a hospital. Staff usually accompany students for all hospital visits, especially in emergency situations.

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**Escalated Incidents**

Participants will typically contact the on-call phone first, and speak with the site staff on-call. Depending upon the situation, a staff member may become involved, along with any medical professionals, if needed. If an incident is more serious, the Boston office will be contacted by site staff, ensuring that all members of the N.U.in team are aware of any escalated situations on-site.

**Parental Notification**

Parents will be contacted in the event of a medical emergency. The N.U.in team will encourage participants to make the initial contact to their parents, though staff will reach out to parents if the student is unable to do so.

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**Code of Student Conduct****The Northeastern Code of Student Conduct**

The purpose of the Code of Student Conduct is to set expectations of behavior that promote the safety and welfare of the Northeastern University community. The University seeks to provide a supportive environment that is conducive to learning, the pursuit of truth, the exchange of knowledge, the intellectual development of students, and the general good of society. In those instances where violations of the behavioral expectations occur, Northeastern University has developed policies and procedures to protect the rights of members of the University community, individually and collectively.

# Policies & Protocols

## Code of Student Conduct

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### **The N.U.in Supplement**

This supplemental guide establishes the guidelines and processes specific to The N.U.in Program, as they may differ from or incorporate the Northeastern University Code of Student Conduct.

As a participant in The N.U.in Program, you are responsible for adhering to the rules and regulations published in Northeastern University's Code of Student Conduct, the policies of your partner institution or educational partner, and the guidelines set forth and/or referenced in the supplemental guide, as may be amended from time to time. Behavior by participants at any time during The N.U.in Program that is found in violation of the Code of Student Conduct, this supplemental guide, partner institution conduct policies, local, state, federal law or laws of the host country could adversely affect the educational mission of N.U.in and Northeastern University or its relationship with the surrounding international community and may subject participants to discipline.

The N.U.in Program seeks to provide participants with an opportunity to have an early study abroad experience, increase their inter-cultural competency, and form a supportive community that facilitates the transition from high school to college, with the opportunity to earn academic credit. In addition, The N.U.in Program strives to provide participants with a healthy, supportive and welcoming community. In those instances where violations of the behavioral expectations set forth in the aforementioned documents occur, The N.U.in Program and Northeastern University have developed procedures to address the violations, with the goal of serving the interests of members of the community, individually, and collectively.

The N.U.in Program site staff will administratively handle alleged violations that occur at an N.U.in site and involve an N.U.in participant. The Office of Student Conduct and Conflict Resolution, in collaboration with the NU Global Office and Northeastern University Admissions, will handle alleged violations that occur at an N.U.in site, involve an N.U.in participant, and could involve withdrawal and/or removal from The N.U.in Program or rescission of admission to Northeastern University. Find both of these documents on our website.



## Withdrawal Policy

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### **A. Introduction:**

Advance planning and commitments are required to support The N.U.*in* Program. Immediately upon your deposit, N.U.*in* makes financial commitments to travel agents, as well as to each partner institution to secure housing, class space, and co-curricular activities. Therefore, a participant who withdraws from the Program at any time after deposit will be responsible for all non-recoverable expenses incurred by The N.U.*in* Program (related to the withdrawing participant). Non-recoverable expenses may include but are not limited to incurred travel costs, partner institution tuition, and housing costs. You are urged to plan carefully and are required to review and understand this withdrawal policy.

### **B. Payment terms and conditions:**

#### 1. Enrollment Deposits:

- A Fall Enrollment Deposit of \$1200 is due by May 1, 2019 and a second Fall Enrollment Deposit of \$2500 is due by June 1, 2019.
- These deposits secure your enrollment in The N.U.*in* Program and will be applied to your fall Program fee. Please note that these deposits are non-refundable and if a deposit is not timely made, enrollment in the Program is forfeited.

#### 2. TuitionPay Options:

- Those electing to participate in the TMS monthly payment plan may begin their payments on June 15, 2019.

#### 3. Deadline for Payments

- If a participant has not paid the Program fee in full or entered into a payment plan by July 5, 2019, they will not be eligible to participate in The N.U.*in* Program.

# Policies & Protocols

## Withdrawal Policy

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### **C. Pre-departure:**

Pre-departure is defined as the time between the University's receipt of your deposits and your arrival to your N.U.*in* destination. Participants who withdraw during the pre-departure period will only be refunded in the event that there is a credit after the University has assessed non-recoverable costs. The University will not refund initial deposits of \$1200 and \$2500.

As discussed above, the University may not be able to recover costs such as non-refundable fees and charges that Northeastern University has paid on behalf of Program participants such as: flights, tuition, student fees, housing, excursions, and other Program expenses. Recoverable costs may include any portions of such fees and costs that the University is able to recover and refund to the student. If for any reason, The N.U.*in* Program is canceled after the University has received a participant's deposit, the University may place the participant at an alternative N.U.*in* destination. If there are no alternative destinations, the participant will be refunded the deposits as well as all payments made to date.

N.U.*in* participants must adhere to the standards of conduct outlined in the Northeastern Code of Student Conduct and the N.U.*in* Program Supplemental Guide to Participant Conduct throughout the Pre-departure period. Failure to do so may result in the removal of the participant from The N.U.*in* Program and may also prompt a review of the participant's spring admission status. Any additional costs incurred by The N.U.*in* Program as a result of a participant's withdrawal will be at the participant's expense.



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**D. Post-departure:**

There are no refunds if the participant withdraws from The N.U.*in* Program after leaving for The N.U.*in* destination. Additionally, there are no partial refunds for course drops. N.U.*in* participants are required to adhere to the participant conduct policies outlined by their host institution, applicable Northeastern University policies and procedures, the Northeastern Code of Student Conduct and the N.U.*in* Program Supplemental Guide to Participant Conduct, as well as the policies outlined in the Acknowledgement of Responsibility and Liability Waiver form. Failure to do so may result in the removal of the participant from The N.U.*in* Program and may also prompt a review of the participant's spring admission status. Any costs incurred by N.U.*in* as a result of any violation of these policies will also be at the participant's expense (i.e., damages to host institution facilities, etc.)

**E. Removal from The N.U.*in* Program:**

If a participant is asked to leave the N.U.*in* Program in connection with violation of any applicable policy:

- No refund will be granted.
- Northeastern spring admission status will be reviewed and may be rescinded.

**F. Inability to obtain a student visa:**

- The participant may be refunded any recoverable costs.
- Northeastern spring admission status will be reviewed.

# Policies and Protocols

## Withdrawal Policy

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### **G. Voluntary withdrawal from The N.U.in Program:**

#### 1. Circumstances

If a participant leaves the N.U.in Program for the following reasons:

- Medical reasons as supported by a physician;
- Personal reasons such as homesickness, family concerns, language difficulties, adjustment issues, climate, geography, or political climate;
- The participant will be refunded any recoverable costs.
- NOTE: If a student attempts to voluntarily withdraw from the Program while disciplinary charges are pending, the voluntary withdrawal will not be approved until all disciplinary charges are resolved.

#### 2. Voluntary Withdrawal Process:

- The participant must contact Northeastern University Undergraduate Admissions via email at [nuinadmissions@northeastern.edu](mailto:nuinadmissions@northeastern.edu) to review their spring admission status by December 15, 2019 or within two weeks of withdrawal, whichever is sooner.

OR

- If a participant would like to withdraw from the Program and decline admission to Northeastern University, they must complete the following steps:
  - Log into the myNortheastern portal: <https://my.northeastern.edu/>
  - Click “Decline Admission” under the self-service or enrollment tab.
  - Participants must fill out the pop-up window and press “go” for their withdrawal to be officially registered with the University.
  - If you have forgotten your password, you may click on “forgot password” on the login screen. If you have forgotten both your username and password, please call +1 617.373.4357 to get assistance in recovering your username.

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#### **H. Refund related to program cancellation/suspension policies:**

If the U.S. State Department, Center for Disease Control, or University, in consultation with emergency response/safety and security providers, issues a travel alert for a country in which there is a N.U.*in* Program, the N.U.*in* Program may suspend or cancel the Program in that country. In the event of program cancellation or suspension, all participants are required to return immediately to their home country or otherwise relocate as directed by the University. If the Program is suspended or cancelled prior to the Program start date, the University will work with participants to transfer to another N.U.*in* Program destination. Only recoverable Program fees, if any, will be refunded to those already participating, or preparing to participate, in that particular cancelled or suspended Program.







# Transition to Boston



January 2020

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## **Boston Move-In**

N.U.*in* students move into their Northeastern housing in early January. Housing preferences are collected in early fall via an online form, and placements are made throughout late November and December. While every effort is made to accommodate housing requests, students may not always receive a placement that aligns with their preferences.

## **New Student Orientation**

It is mandatory for all N.U.*in* students to take part in Spring Student Orientation, held in January and hosted by the Office of Student Orientation and Family Programs. During this orientation program, students have the chance to meet N.U.*in* students from other locations and learn their way around campus and Boston. Students prepare for the start of their academic study at Northeastern by exploring their college and major, continuing to work with their academic advisors, learning more about experiential learning, and expanding their knowledge of what makes Northeastern unique. Parents and family members of students are invited to participate along with their student in the Orientation experience. Students will receive an email prompting them to register for Spring Orientation in late fall.

## **Welcome Week**

Welcome Week is packed with fun and exciting events. Students will be given many options to choose from, all with the goal of allowing them to meet their new classmates and to get to know their new surroundings. Students also have the opportunity to explore the many, diverse student organizations and clubs that they may join in the spring.



# Looking Ahead

## Pre-departure Preparation

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Please review and complete the below tasks before departure:

### Academics

- Work with N.U.in office and academic advisor to complete course registration

### Travel and Safety

- Review visa guide for process or documents required while traveling
- Make copies of important documents to leave at home: passport, ID, credit/ATM/debit cards (front and back), prescriptions, flight itinerary
- Save e-ticket email from Advantage Travel if on the Group Flight (typically sent week of departure)
- Explore WorldCue mobile application and website
- Check in with your health insurance provider about international coverage

### Banking

- Prepare budget and make financial plans
- Check in with your bank about using credit and debit cards abroad

### Communication

- Check in with your phone company about options for using your phone abroad
- Help your family set up Skype, FaceTime, WhatsApp etc. to stay connected
- Check Application Status Check to ensure you have completed all documents

### Personal

- Gain cooking tips and tricks from your family
- Research your host city/country and get excited!
- Collect addresses of friends and family for sending postcards

## Packing Guide

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### Clothing

- ☐ Daily apparel (shirts, pants, socks)
- ☐ Water resistant footwear
- ☐ Sturdy hiking/walking shoes
- ☐ Underwear
- ☐ Swimsuit, flip-flops
- ☐ Formal outfit
- ☐ Scarves and gloves
- ☐ Sweaters/sweatshirts
- ☐ Jackets/coats
- ☐ Sleepwear
- ☐ Athletic wear

### Miscellaneous

- ☐ Laptop/charger
- ☐ Adapter and voltage converter
- ☐ Camera
- ☐ Phone
- ☐ Water bottle
- ☐ Carry-on bag
- ☐ Towel/washcloth
- ☐ Flashlight
- ☐ Umbrella
- ☐ Scientific calculator (only applicable to certain courses)
- ☐ (Optional) A small amount of local currency (\$50-\$100)
- ☐ Textbooks (if applicable)

### Documents

Please refer to your specific visa/travel process for documents or materials you will need to travel with. The below items are a general guidance for all students.

- ☐ Passport
- ☐ Visa documents (if applicable)
- ☐ Flight Itinerary
- ☐ Photo ID
- ☐ Copies of all credit/debit cards, passport, and visa documents (leave copies at home)

### Medicine and Toiletries

Make sure you can travel internationally with your prescription; verify what documentation you need to legally transport your prescription. If possible, consult with your doctor about obtaining a supply of all medications for the duration of the program.

- ☐ Comb/brush
- ☐ Travel-sized toiletries
- ☐ Deodorant
- ☐ Preferred over-the-counter medicine
- ☐ Feminine hygiene products
- ☐ Razors
- ☐ Nail clippers
- ☐ Extra eyeglasses and sunglasses
- ☐ Contact lenses and solutions
- ☐ Sunscreen
- ☐ Dental hygiene products
- ☐ Cosmetics



**Contact us**

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