Cape Town - University of Cape Town

Predeparture Information

Congratulations on your decision to study abroad! We have no doubt that studying abroad will be a life-changing adventure. We're glad to have you with us.

Read your Predeparture Information to learn more details about your program and find out what you need to do next. You should also begin filling out your online predeparture forms that are accessible in your MyIESabroad account.

Feeling lost? Your IES Abroad Advisor is always just a phone call (800.995.2300) or email (study@IESabroad.org) away.

How will study abroad redefine you? We can't wait to find out!
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Plan your Travel

We recommend reading this section of your predeparture information first to make sure you know right away:

- How to obtain any necessary travel documents
- Which dates to use when booking your international flights
- What to do once you land in your host city, and who to call if you run into bumps along the way

Travel Documents

Passport

If you have not already done so, apply for your passport immediately! You must have a valid passport before you can apply for any other required travel documents.

You must have a passport valid for at least six months after the end date of your program; academic year students must have a valid passport for at least six months after their second term abroad ends.

For further details on applying for or renewing your passport, please visit travel.state.gov/passport.

The U.S. Passport Application Process

The current passport application process requires:

- A passport application
- A true certified copy of your birth certificate
- Two identical passport photos
- An application fee
- A personal ID
- A photocopy of your ID

For further instructions on obtaining a passport, visit www.travel.state.gov or call the National Passport Information Center at 877-487-2778. You can also call your local post office to locate passport agencies in your area.

Be sure to sign your passport as soon as you receive it!
Processing your passport application can take up to six weeks. You can expedite this process by paying an additional fee.

Obtaining a Passport for Non-U.S. Citizens
If you are a non-U.S. citizen, follow your government’s procedures for obtaining a passport. If you are not currently in your home country and you need to renew your passport, check with the closest consulate or embassy of your country on how to proceed.

To obtain consulate phone numbers, please refer to www.state.gov/s/cpr/rls/fco.

Caring for your Passport
We strongly recommend that you make photocopies of the identification page of your passport and of any travel clearances (visa or residence permit).

- Keep one photocopy of each with you at all times, preferably in a money belt or similar carrier that can be concealed underneath your clothing.
- Leave copies of the identification page of your passport and any other governmental travel documents with a responsible third party or saved online in case your documents are lost or stolen.
- Do not carry your passport or wallet in a backpack! These are easy targets for thieves, especially in crowded areas.

International Student ID Card
An ISIC card makes you eligible for discounts on some airline, train, and museum tickets, and can also be used as a calling card. Learn more about the card and where to obtain one at www.isic.org.

Entry Documents
The South African study permit is an official authorization affixed to your passport by the South African government; it is proof that you have the permission of the South African government to enter the country and study for the allotted time. A study permit is required to participate in the IES Abroad Cape Town program. If you arrive without one, you will not be able to register for courses at your host university (UCT or UWC),
and South African officials may send you back to your home country, at your own expense, to obtain one. Please refer to the *Study Permit Starter Packet* for further details on applying for a study permit.

Non-U.S. Citizens will need a study permit. If you are traveling on a document other than a U.S. passport, check with the nearest South African consulate. Foreign refugees in the U.S. may need to obtain additional paperwork from U.S. Citizenship and Immigration Services (USCIS), which could take a considerable amount of time. Non-U.S. citizens should begin the study permit process immediately.

If you will be leaving more than two days before the official IES Abroad program start date, please notify your IES Abroad Advisor immediately as this may affect the study permit process. If you plan to travel to any other countries while overseas, contact the embassy of the country you wish to visit for information on entry requirements before you leave the U.S.

Students attending another IES Abroad program in a different country (e.g., in South Africa one term and in Japan the next term) should call their IES Abroad Advisor for further information on visas. If a study permit is necessary for the country in the second term, students should either obtain this before leaving the U.S. or find out from a consulate of the country in question whether it is possible to obtain this permit in South Africa.

IES Abroad advises students on visa procedures for travel requirements of the IES Abroad program only. IES Abroad is not responsible for advising students on visa issues should they wish to travel early, stay late, or visit other countries not required by the program.

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https://www.iesabroad.org/system/files/vsp/South%20Africa%20SPSP%20Fall%202014.pdf

**Travel Dates**

Book your flight according to these official program dates:

*Fall 2014*
Arrival

July 5

Departure

November 14

You will receive a preliminary calendar before your program starts and a final program calendar on-site. We strongly encourage you to refrain from making independent travel arrangements (including visits from family or friends) until you have received this final calendar and finalized your course registration since you will not be excused from academic obligations or required IES Abroad events in order to travel independently. You will be able to make personal travel plans once on-site.

When booking your flight, consider investigating student travel websites such as www.STAtravel.com and www.Studentuniverse.com. These sites are dedicated to helping students find discount flights and may offer flexible tickets with changeable return dates, usually for a fee.


If you choose to work with a local travel agent, be sure to ask about low-cost student rates. Note that IES Abroad does not endorse and cannot be held liable for any of these travel companies.

Early Arrival Policy

You cannot move in to your IES Abroad housing before the official arrival date. If you arrive before the official arrival date, you are responsible for making arrangements for early accommodations.

If you plan to arrive early, we recommend that you purchase additional insurance coverage. You can extend your coverage with Cultural Insurance Services International (CISI), your IES Abroad health insurance provider during the duration of your program, after you receive your insurance confirmation email from CISI about two weeks before the
start of your IES Abroad program. If you need to extend your coverage prior to receiving the insurance confirmation, contact your IES Abroad Program Advisor for assistance.

Late Arrival Policy

Late arrivals are not permitted unless warranted by a documented medical or family emergency and approved by IES Abroad.

If you are delayed due to flight cancellations or delays stateside, please contact IES Abroad Chicago (800.995.2300 during business hours; 800.766.7793 emergency phone after hours). Our staff will communicate the details of your delayed arrival to the on-site Center staff.

Please do not call the Center’s emergency phone number to report your flight delay from the U.S.

If flight delays affect your scheduled arrival plans after you have left your home country and you will no longer arrive on or before the official arrival date, please contact the IES Abroad Cape Town staff directly to inform them of your new plans.

Early Departure Policy

Early departures are not permitted unless warranted by a documented medical or family emergency and approved by IES Abroad. It is not possible to reschedule a final exam or final paper deadline in order to accommodate early departure for personal travel, including plans to attend events back home like a friend or relative's wedding, a family reunion, or a graduation ceremony.

Arrival
Arrival

You are responsible for making your own travel arrangements to and from Cape Town. When making flight arrangements please refer to the arrival and departure dates listed above. All students must arrive in Cape Town by the arrival date listed above and are required to stay through their last exam. Students are expected to leave their housing 24 hours after their last exam. Should your last exam occur before the program end date, arrangements may be made with the Center to accommodate your housing extension. These arrangements should be made after you finalize your course schedule on-site.

Early Arrivals
If you intend to arrive before the official start date of the program, you are responsible for making arrangements for early accommodations and luggage storage.

Please note that students who choose to arrive one or more days early can sometimes feel isolated, homesick, overwhelmed, or anxious in the days leading up to the start of orientation. There is really no need to arrive early, and it is not recommended unless you are highly independent or you have friends or family in Cape Town with whom you will be staying. If you must arrive early, please contact your IES Abroad Advisor for more information.

ARRIVAL INSTRUCTIONS
Please fill out the Arrival Form as soon as you have made your travel plans. As has been noted, you must arrive in Cape Town by the arrival date listed above and are required to stay through your final exams.

An IES Abroad staff member will meet and pick you at the airport if you are arriving on the arrival date and if we have your up-to-date arrival information.

Upon leaving customs, watch for IES Abroad staff holding signs that say “IES Abroad Students.” If you emerge from customs and no IES Abroad staff member is there to meet you, wait in that general area and look for representatives from IES Abroad holding signs for you. Do not leave the airport. If you do not find an IES Abroad staff person, call the IES Abroad Cape Town Emergency phone number (71.841.9896 -- If calling from South Africa, dial 0 + the number and if from the U.S., dial 011.27 plus the number) and wait for instructions. Do not leave the airport until you have talked to IES Abroad staff.
If you have a problem with luggage, walk through the customs area to the exit door where the IES Abroad Cape Town staff will be waiting and let them know.

Please note: IES Abroad Cape Town only provides airport pick up at the start of the program. Students must arrange their own transportation back to the airport for their return, at their own expense.

Orientation

IES ABROAD ORIENTATION PROGRAM
Immediately upon arrival, you will participate in IES Abroad's three half-day orientation program in Cape Town. The orientation program will introduce you to the city and will provide important information on IES Abroad policies and procedures, safety, security, South Africa in context, academics, banking matters and will provide a cultural workshop. Excursions to museums and other cultural activities are also planned. Some meals will be provided.

UNIVERSITY OF CAPE TOWN ORIENTATION PROGRAM
After the IES Abroad orientation program, you will participate in a five-day orientation at the University of Cape Town for international students. This program will involve an academic orientation, an excursion around the Cape and to Ocean View, and an introduction to extracurriculars and university life. Highlights include the Freshers' Braai (a barbecue with first year UCT students) and African-style drumming.
Prepare to go Abroad

In this section of your predeparture information, it’s time to dive into the nitty-gritty. There’s a lot to do to get ready, and this section will guide you through:

- Packing—with suggestions from IES Abroad alumni
- Learning about and requesting housing
- Requesting courses from the specific academic offerings at your Center
- Calculating your program fee, learning about payment options, and making a personal budget
- Exploring the field trips offered at your Center and whether you need to sign up in advance
- Completing your IES Abroad Medical Report, learning about health insurance coverage abroad, and planning for things like vaccinations and prescriptions

Each page contains a lot of useful information, so be sure to read them thoroughly! You’ll be glad you did.

Packing

Packing and Luggage

- Be very selective about the clothes you pack. Taking a few key items that you can mix and match is much better than packing many separate outfits. Students rarely complain about taking too little, but many have said that they packed more than they needed.
- You are likely to accumulate additional possessions while abroad, and closets and storage spaces overseas are generally much smaller than they are in the U.S.
- You will have to carry your own luggage, so don’t pack more than you can fit in the trunk of a small taxi and carry up a flight of stairs by yourself.
- Consider how much traveling you will be doing while abroad, and the benefits of having lighter luggage.
- Check with your airline for luggage allowances, as many have reduced the weight limits and number of bags allowed.
Do not pack your passport in your checked luggage. You will need it to embark and when you disembark, before regaining access to checked luggage.

In case your luggage does not arrive at your destination at the same time that you do, bring a carry-on bag that includes bare essentials like toiletries, any necessary medications, and a change of clothes.

Take your laptop on the plane with you as carry-on luggage to avoid damage and having to pay customs. To further protect against damage, store your laptop under the seat in front of you instead of in overhead bins. Remember to insure your laptop before you depart the U.S. It may be covered under your family’s homeowner’s insurance, and, if not, a wide variety of providers can be found online. Cultural Insurance Services International (CISI), your IES Abroad health insurance provider, offers personal property insurance. For more information, visit www.culturalinsurance.com/pdf/CISI_PPPL_info_and_enroll.pdf.

### Packing Tips

Former IES Abroad students have provided the following additional packing tips.

https://www.iesabroad.org/files/IES%20ABROAD%20CAPE%20TOWN.pdf


### Weather and Local Dress

Consider the climate of your IES Abroad program location when packing. South Africa’s climate is generally mild, lacking in extreme temperatures. Since South Africa is in the Southern Hemisphere, seasons are the reverse of what they are in the U.S. Summer occurs between December and February, when the temperature averages 15°C and 35°C (59°F and 95°F); the coolest months are June through August, when temperatures drop to between 3°C and 18°C (38°F and 65°F).

In Cape Town, summer time is very casual; students wear shorts and T-shirts to lectures. Due to the exchange rate, imported fashion goods are somewhat inaccessible. During the winter season, Cape Town can be quite rainy; however, umbrellas are not always useful, due to the high
winds. A raincoat is highly recommended. As most buildings do not have central heating, it is recommended that you bring clothes that can be layered, as well as warm pajamas for cooler evenings.

Sunburn can happen quickly in South Africa and it is essential that you bring a protective hat, sunglasses, and sunscreen with a high protection factor both for traveling and everyday wear, especially during the summer. It is recommended that you bring good walking boots or shoes (i.e., solid rubber soles with a deep tread, preferably waterproof and with ankle support), and absorbent socks.

You may also want to bring a dressy outfit (a dress for women, a coat and tie for men) to wear to special events. Many formal or semi-formal events in South Africa ask that guests wear formal or traditional attire. Wash and wear items are especially helpful when traveling. For more information on weather in South Africa, visit http://www.weathersa.co.za.

It is recommended that you do not bring valuable items, such as expensive jewelry and watches, to Cape Town.

**Towels, Linens and Laundry**

Bed linens and blankets will be supplied to you but you are responsible for keeping them clean. Buy or bring towels and washcloths for use in Cape Town and for traveling. Some of the IES Abroad accommodations provide access to low-cost laundry facilities. For those that do not, laundry facilities are located within walking distance where students can pay to have their laundry done.

**Cell Phone**

IES policy requires students to arrive on site with a cell phone or to procure one upon arrival but IES Abroad Cape Town strongly recommends and advises students to obtain a cell phone in Cape town with a local phone number.

**Shipping & Storing Luggage**

Please do not ship luggage to the IES Abroad Center because a customs fee needs to be paid upon receipt, and the Center cannot sign for shipped luggage. Also, remember that shipping internationally can be very expensive.
The IES Abroad Cape Town Center cannot be used to store luggage prior to your arrival or while you are traveling.

Voltage and Adapters

Since electricity operates at a different voltage in South Africa than in the U.S., you will need a transformer in order to use U.S. appliances, unless they have a switch to run on 240. Additionally, you will need an adaptor to plug dual-voltage appliances into wall sockets in Cape Town. For this reason, past students have felt it wiser to keep appliances to a minimum. Also, it is strongly advised that students should purchase adaptors in Cape Town, rather than bringing them from the U.S.

Electricity is more expensive in South Africa and there are scheduled and unscheduled power outages due to restrictions, maintenance and repairs. Students need to be mindful of their usage of electricity and should follow the papers and news for scheduled power outages.

Housing

How to Request Housing

For all of our programs, we select housing that reflects typical student accommodations for the location. You will have the best housing experience if you are open to adapting to your accommodations and trying to understand and respect the cultural context in which you are living.

Requesting Housing through IES Abroad

- Submit the Housing Form as early as possible before the deadline to indicate your housing preferences. IES Abroad Chicago must receive all required documents before making housing arrangements on your behalf.
- When completing the Housing Form, consider opportunities for cultural immersion and the levels of privacy or autonomy that each option would provide in terms of schedule, diet, and personal habits. If you have special dietary, health, or religious
needs, it is especially important that you submit your housing
documents as early as possible. We will try to meet your
preference(s), but cannot guarantee that you will receive your
first choice of housing. We reserve the right to place you in a
housing assignment that does not meet all of your preferences.

- You are responsible for checking with your study abroad
coordinator at your home school for requirements related to your
housing placement abroad before you submit your Housing
Form. We do not keep a record of these requirements and
therefore cannot be responsible for administering your home
school’s policy on housing placements abroad.
- If we receive your Housing Form after the deadline, we cannot
guarantee that we will be able to arrange your housing, in which
case you may be required to find acceptable independent
housing at your own expense.

After you have submitted your required Housing Form, Form of
Agreement and Waiver, and IES Abroad Medical Report, your specific
housing assignment will be sent to you via email approximately three
weeks before the program start date.

Since we assign you housing for the duration of the program, you may
not be able to change your housing preference later without incurring
substantial financial cost.

**Changing Your Housing On-Site**

We have a two-week no change policy to give you time to adjust before
making any decisions about your housing, so we will not relocate you
into a different housing assignment during the first two weeks of the
program.

After two weeks, you will only be relocated if there are available spots in
your desired housing option.

Housing change requests will be considered with the on-site housing
coordinator.

**Student Apartments and Houses**

**Housing Calendar**

Housing is provided during the official program dates noted earlier in
this predeparture information. Students are responsible for their own accommodation, transportation, meals and luggage storage during the periods not covered by IES Abroad housing. IES Abroad housing is not available between terms for full-year students.

Student Apartments and Houses
All IES Abroad students at UCT will live in student apartments or houses, located near the University of Cape Town. An IES Abroad RA lives in each student residence, and can serve as a great resource for tips on integrating into the local culture. This housing option is also available to students attending UWC, as an alternative to living in the dormitory at UWC.

Rooms are furnished with beds, desks, study chair, desk lamp, digital safes, bed linens, space heaters during winter season, and latches on both a cupboard and wardrobe. The apartment or house has shared bathroom facilities and include a communal lounge and kitchen area. The kitchen has basic kitchen utensils. Internet access is available (either in computer labs or individual rooms), however, IES Abroad cannot guarantee internet access. Laundry facilities are available in close proximity to the housing. All houses will have 24-hour security and all apartments will have night shift security.

Insects in housing units are a common occurrence in Cape Town. IES Abroad is prepared to respond to insect infestations, and fumigates student housing on a regular basis.

Towels, Sheets & Laundry
Students will be provided with bed linens (sheets, blanket and pillow cases), which you will be required to wash. You will need to bring or purchase your own towels.

You should bring your own towel along when traveling. Due to the climate in Cape Town, clothes are generally hung up outside to dry.

Heating & Air Conditioning
IES Abroad Cape Town housing does not have heating or air conditioning. Space heaters are provided during the winter months as well as extra blankets. South Africa and other European countries have higher energy costs than in the U.S., so it is not acceptable to have the space heaters turned on for the entire day but only when you are at home. Hospitals, bars, and restaurants have good air conditioning systems whereas private houses, in general, do not.
Roommate Policy
Students may request one roommate on your Housing Form. For the IES Abroad Cape Town Center staff to accommodate roommate requests, both students must be enrolled in the same program, indicate each other on the Housing Form, and submit their forms within a few days of each other.

Guest Policy: No Overnight Guests
None of the IES Abroad Cape Town housing options permit overnight guests. Hosting overnight guests is considered a violation of University of Cape Town and IES Abroad Cape Town protocols. If family members or friends are planning to visit, the IES Abroad Cape Town staff will provide you with a list of accommodations that past visitors have recommended. Students who violate the guest policy will be subject to an administrative review.

Meal Plans
IES Abroad Cape Town does not offer meal plans. Each student is responsible to purchase their own food and prepare their own meals. IES Abroad Cape Town provides you with basic kitchen utensils and crockery and there are cafes, delis, grocery stores and fast food restaurants near the IES Abroad Center as well as cafeterias adn snack bars on the University of Cape Town (UCT) campus that provide inexpensive meals, as well as opportunities to meet South African students. Neighboring communities, downtown Cape Town, the popular Long Street area, and the coast, have a wide variety of ethnic and upscale restaurants as well as night spots.

South African Cuisine
In many ways, the history of South Africa can be told through its culinary traditions. The Dutch, who first landed in South Africa in the 1600s, used the Cape as a midpoint while carting spices back to Europe from the East. Shortly thereafter, other Europeans settled in Cape Town, importing slaves from Southeast Asia to work, each bringing their own culinary traditions. Large numbers of immigrants arrived from India in the fifty years after 1860 settling chiefly around Durban. During the first half of the twentieth century, immigrants arrived in Cape Town from Southern and Eastern Europe and other parts of the world. In Cape Town, a city which attracts international tourists and students alike, you can find food from every continent. Fusion food is available in South Africa as well.

Traditional, indigenous South African food generally includes game animals, root vegetables, greens and corn, as well as more unusual fare,
such as crocodile, insects, and ostrich. We encourage you to seek out and sample the diversity of South African cuisine, in order to become more connected with the South African culture and society. Tap water in South Africa is safe to drink at restaurants and other establishments.

**Quiet Hours**

Quiet hours in most IES Abroad housing are from 11 p.m. to 7 a.m. You are expected to be respectful of your roommates, fellow students and neighbors.

**Commuting and Public Transportation**

Daily commuting is a reality for all who live on or near Cape Town. UCT Students will be within short walking distance of the University Jammie Shuttle bus. This is a free service for University students and transports students from the neighborhoods to stops in lower, middle and upper campus. Travel time between your residence and the IES Abroad Center may range from 15 to 25 minutes. If you're a student at UWC and choose this housing option, your travel time from your apartment to the UWC campus will be longer -- from 30 to 50 minutes. The Jammie Shuttle is only an option for UCT campus students.

Student safety is a high priority at IES Abroad, and therefore we strongly encourage you to follow all of the safety guidelines presented to you at orientation, including walking in groups and making use of approved taxis and student transportation systems (e.g. the Jammie bus). Mini-buses (known as Kombis), the most common form of transport in the city, are prohibited, as vehicles are known to break-down often, get pulled-over, and can be crowded, uncomfortable, and unsafe. The commuting train rail system in the Cape Town area is safe to use during peak times. Students should avoid using it in off-peak times such as 10 am to 12 noon and after 6 pm in the evenings.

Approved taxis and drivers can be a safer way to get around Cape Town. Many taxis do not use a meter, so you should agree on a price with the driver before getting in the taxi. If you accept a ride without agreeing on a price beforehand, you are obligated to pay the price given by the driver after you have arrived at your destination.

**Internet Access**

Your housing will have wireless Internet, with limited usage included in your program fee. Please remember that South Africa is a developing
nation. You will not have the same Internet access, usage amount, or download speeds that you are used to in the U.S. The Internet in Cape Town can be unreliable at times, slow, and prone to outages. You will learn to adapt to this, as do all locals who have access (and you should remember that not everyone has access). One habit recommended by past students is to save your work often, to avoid losing it.

**Academics**

**Academic Overview**

Our mission is simple: to provide you with the best study abroad program possible—which includes the highest quality academic and cultural experiences. That is why we partnered with the University of Cape Town.

You will take 15–19 credit hours per semester. Full year students may elect to take all of their courses at the University of Cape Town in their second semester.

**IES Abroad Cape Town Courses**

IES Abroad Cape Town offers service learning courses in Environmental Studies, Health Studies, Economics and Sociology through an in-depth and hands-on approach. While optional, these courses are strongly recommended. Each class includes a field study requirement of 60 hours, 20 of which are spent at the community of Egoli, a special community project which has drawn many Cape Town students to volunteer over the course of several years.

You create your own academic experience by selecting from the following required and optional program components:

- **IES Abroad Service Learning Course:** Focused on South Africa, the field research project includes a field placement at a local organization (strongly recommended, 4 credits).
- **2-4 Courses at the University of Cape Town:** Enroll in a minimum of 12 IES Abroad credits at UCT, in addition to the IES Abroad Service Learning course. We require that one of your UCT courses be South Africa-focused (3–6 credits).
University of Cape Town

About the University:

South Africa’s oldest university, UCT was founded in 1829 as the South African College. The campus is perched on Table Mountain on the Cape Peninsula, providing a view of the surrounding area.

Although UCT was designated a “whites only” institution during the apartheid era, the University opposed the government and fought to end discrimination, particularly in higher education, and encourage racial integration. Small numbers of non-white students attended the University after the 1920s and the number started to grow in the 1980s. During this period, students held anti-apartheid demonstrations on the UCT campus. The University’s students, faculty, and staff now reflect the diversity of the South African population. The University is also host to nearly 4,500 international students from nearly 100 different countries.

Enrollment Options:

University of Cape Town Courses
The University of Cape Town has a diverse array of courses. IES Abroad Cape Town students take two to four courses at the University of Cape Town each semester, for three to six credits each, from the following faculties:

- Faculty of Science
- Faculty of Engineering and the Built Environment
- Faculty of Commerce
- Faculty of Humanities (including Fine Arts, Music, and Social Sciences)

One of your University of Cape Town courses must be South Africa-focused. There are South Africa-focused courses in various disciplines, including literature, history, political science, religion, and others. Please check the online faculty books or departmental websites for the most current course information.

You are responsible for creating a class schedule without conflicts in meeting times. You will complete pre-registration through IES Abroad before you depart the U.S. It is important that you get pre-approval from the University of Cape Town for four to five courses since you do not
know when schedules will conflict. Final registration will take place in Cape Town during UCT’s International Student Orientation. IES Abroad Cape Town’s Academic Coordinator will be available on-site for course scheduling advising. IES Abroad students are not permitted to take year-long courses for a semester at UCT.

Note that the registration process at UCT is not done electronically as on many U.S. campuses. Rather, it is done in-person by standing in lines and having appointments, and can take hours to complete. This can be a great way to learn your way around the campus and meet other students. It is also one of your first important intercultural opportunities. You are following the same process as local students.

Students will have an add/drop deadline for both the IES Abroad Service Learning courses and the UCT courses. Students can get course advice from department heads or the academic advisors once on-site. You may view course descriptions on the University’s Handbook webpage, at http://uct.ac.za/apply/handbooks. There are also individual websites for each department at UCT. Navigate to the Faculty you're interested in and click on the drop-down menu for Departments. You can locate course information at many of these departmental websites.

**Course Levels and Credits**

UCT is a three-year institution, not a four-year institution like in the U.S. Undergraduate courses at UCT are offered as first, second, and third-year courses (1000, 2000 and 3000-level codes). First level courses include three to four lectures per week and one tutorial. Second year courses generally have three lectures and one tutorial per week. Language classes meet five times per week. Science courses generally have three lectures per week plus one laboratory or practicum. IES Abroad students who wish to take 3000-level courses will usually have to prove they meet pre-requisites for the course.

UCT does not use a grade point average system. Grades are awarded for individual courses. In general students are expected to do a lot of work outside of class. A good deal of reading is required in Humanities courses. UCT courses are challenging, and past students have noted the need to work diligently throughout the semester. UCT is one of the premier universities in South Africa, with some of the best students in the country, and IES Abroad students should expect to find their academic work challenging and rewarding.

UCT courses are marked with codes that indicate what semester they
are offered in. IES Abroad students should be focused on courses marked as "F" (for IES spring semester) and "S" (for IES fall semester). F stands for First and S stands for Second, which is how semesters are thought of in South Africa. If a course is marked with an H, L, J, or W, students may not register for it. For example: POL1004F is offered during the first semester, or the IES Abroad spring semester.

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**PREDOMINANT FORMS OF COURSEWORK AND ASSESSMENT**

Undergraduate courses at the University of Cape Town are usually assessed through a combination of essays, assignments, tests, class participation/presentation, and examinations. Exams usually count for a significant portion of the final course grade. Examination timetables are set centrally by the University and are not flexible. All students take the course examination at the same time, in a predetermined venue. Examination timetables are published by the faculty offices.

If you are taking courses in the same faculty you can expect that your assignments will fall around the same time (as they do in many schools). It is therefore, very important that you take initiative to keep up with readings and outside work.

**Academic Calendar:**

**University of Cape Town Calendar**

The South African academic calendar is divided into two semesters. The first semester runs from mid-February to mid-June; the second runs from late July to mid-December. Courses are listed as Semester I (U.S. Spring) and Semester II (U.S. Fall). These are also referred to as First semester and Second semester.

**Internet Access:**

There are over 2,000 computers on the UCT campus. Students will have access to the computer labs in their individual faculty for academic and personal use as well as receive a UCT email address. There are wireless points throughout the UCT campus. Visit http://icts.uct.ac.za for more information. Students should be aware that Internet access is not as ubiquitous as in the U.S., and may be slower and interrupted.
more frequently. Additionally, Cape Town experiences temporary power outages, so be mindful of saving your work.

Student Life:

VOLUNTEER OPPORTUNITIES
Students who wish to volunteer while in Cape Town will find numerous opportunities with SHAWCO, the Students' Health and Welfare Centres Organization, based at the University of Cape Town. This organization, created by a medical student in 1943, has grown to become one of the country’s largest student-run NGOs with more than 1,200 volunteers and over 15 health and educational projects. Their website can be visited at http://www.shawco.org

STUDENT SPORTS CLUBS AND SOCIETIES
With over 95 sports and recreational societies offered at the University of Cape Town, you are likely to find an activity you will enjoy, and with over 4,000 students and faculty who will participate, you are likely to meet some new friends, as well.

While sports common in the U.S., such as basketball, hockey and tennis are represented at the UCT Sports Club, you can also try more unique activities like aikido, fencing or cricket, to name a few. For a complete listing of sports, visit http://www.sportsclubs.uct.ac.za/clubs.html. No matter which sport you choose, opportunities are available for all levels and all are welcome to join, from beginners to more experienced athletes.

IES Abroad highly encourages you to join various societies and recreational clubs on-campus, as it is one of the best ways to meet other students. Recreational societies at UCT range from choirs and Habitat for Humanity, to Hip Hop Club and the Wine Culture Society. For more information, please visit http://www.uct.ac.za/students/recreation/societies.

Study abroad students can join up to three clubs or societies without any additional fees.

WEEKEND HOMESTAY OPPORTUNITY
To help you experience traditional South African culture, you will have the opportunity to live with an African township family for a weekend. IES Abroad will make arrangements for the group and will let you know when it is scheduled. Homestays are located in the Cape Town region. You are encouraged to bring small gifts (food, picture from your hometown, a
small book or memento that has meaning from your home to theirs) from your home country to share with your host family.

Educational Culture

Classes at both UCT and UWC usually meet for 45 minutes for lecture several days per week and one class per week of tutorial, which is a helpful supplement to the lectures. There are about 25 students in a tutorial class; lectures can have 80 to 300 students. The tutorial is generally taught by a graduate student or a junior lecturer.

South African students take two majors. Generally they take 12 courses in each major and 8 electives, typically completed after three years for a Bachelor’s degree.

Students coming from smaller schools in the U.S. will notice a difference in the amount of personal contact students have with their professors at both South African institutions. In general, and especially in larger lectures, professors are less accessible and do not have as much student interaction as some students may be used to. The accompanying tutorials are designed to give you more interaction with other students and the tutorial leader, and provide a good venue for discussions and asking questions.

While most IES Abroad programs use Moodle, IES Abroad Cape Town uses a site called Vula, which is designed for internet conditions in South Africa. It is also the program that is used by University of Cape Town. It is very similar to Blackboard, a common educational technology software used in the United States.

Credit Transfer

How to Verify Credit Transfer with Your Home School
You are responsible for having your courses approved by your home institution. Prior to your departure, verify the transfer of credits (either as general credit or for your major and/or minor) with your home institution by conferring with your academic advisor and study abroad coordinator about which courses you should take while abroad.
Since your course schedule will not be finalized until you arrive on-site, we recommend that you have alternative courses approved by your home school, as well. We are not responsible if your courses are not approved. See your IES Abroad Student Handbook for important Academic Policy Guidelines.

Partner university schedules and course offerings (where applicable) may not be available prior to your arrival, so you might not receive a final commitment from your home school on credit transfer. Discuss a range of possible courses with your academic advisor and study abroad coordinator so you have a clear idea of which courses will easily transfer.

You may be asked to provide a course description, syllabus, reading lists, written assignments, and other supporting materials from your courses upon returning to your home school; therefore, it is important to keep copies of all such documents.

Also, if you opt to switch from an approved course to another course after you've begun your study abroad program, you should be prepared to justify a credit transfer to your home institution with the documentation mentioned above, as well as any other supporting materials that may be necessary.

Transcripts & Grades

Viewing and Obtaining Your Grades
After the conclusion of your program, you can view your grades online.

- IES Abroad grades are typically posted online within six weeks of the final day of the program.
- Partner university grades will take longer to post.
- Non-reported “NR” grades indicate that your professor has not yet reported your grades.

Obtaining Your IES Abroad Transcript

- After the conclusion of your program, an official IES Abroad transcript will be sent to your home school.
- Your official transcript will not be released until all of your grades are reported and all of your fees are paid.
Normally, we send transcripts to your home school approximately six weeks after the end of each program. However, if you are taking courses at a partner university, be prepared for some delay in receiving your transcript—U.S. and overseas institutions often have differing administrative procedures. This can cause your transcript release to be delayed by several weeks.

If you have any questions about your transcript after your program ends, email registrar@iesabroad.org.

School of Record
If your school does not accept IES Abroad credit directly, you will need to obtain a School of Record transcript from the University of Rochester to receive credit for participation in your IES Abroad program.

The fee for a School of Record transcript is $375 and is non-refundable.

Check with your school if you are unsure about whether they accept IES Abroad credit directly. To request a School of Record transcript, complete the School of Record Form. After your program ends, your transcript will be sent directly from the University of Rochester to the address you provide on the form.

Moodle

At IES Abroad, we use Moodle to provide information on-site about academics and student life. Moodle is a learning management system that can allow you to interact with your classmates, to communicate with IES Abroad faculty and staff, and to access IES Abroad materials wherever you have Internet access. You will receive more information about Moodle during on-site orientation.

Tuition & Financial Aid

Bills are sent to confirmed Fall students in late May to late June. Payment is due upon receipt. We must receive payment in full
(your resources and/or financial aid) for the standard program fees, or arrange a payment plan with you before you arrive on-site.

**Paying IES Abroad Directly vs. Paying Your Home School**

Whether you pay IES Abroad fees and tuition directly, including the $500 non-refundable confirmation deposit, or whether it passes through your university varies from home school to home school.

Check with your home school’s study abroad and financial aid offices to see how this is managed.

**IES Abroad Financial Aid**

We offer $2.2+ million in IES Abroad scholarships and aid to our students each year! Check out our scholarship offerings at [www.iesabroad.org/study-abroad/scholarships](http://www.iesabroad.org/study-abroad/scholarships) to find out what IES Abroad aid you might be eligible for.

We have also amassed a list of hundreds of other non-IES Abroad funding opportunities specifically for study abroad that you might be eligible for at [www.iesabroad.org/study-abroad/scholarships/more-funding-options](http://www.iesabroad.org/study-abroad/scholarships/more-funding-options).

All IES Abroad financial aid will be applied to your program fee. If you pay your home school for your study abroad program, the aid will appear as a credit on the invoice sent from IES Abroad to your school. If you are billed directly by IES Abroad, funds will be applied to your portion of the program fee as a credit on the invoice mailed to your home address.

As the recipient of any IES Abroad aid, it is your responsibility to determine how this award will affect any other aid you may receive. We suggest you consult your study abroad coordinator and your financial aid officer to determine in advance how your school handles IES Abroad aid. Please note that IES Abroad aid cannot be deferred to a future term.

**Home School Financial Aid**

If you plan to transfer any financial aid from your home institution to your IES Abroad program fee, please provide an award letter stating how much aid will be awarded for the program and when it will be disbursed. Send the award letter and disbursement schedule to our Accounting Department via mail, fax (312.944.1448), or email (accountsreceivable@IESabroad.org).

We understand financial aid is often not disbursed until after the term begins. Once we receive this letter, you are only responsible for paying
whatever is not covered by the forthcoming aid.

Arrangements must be made prior to your arrival to have your financial aid sent to IES Abroad once the funds are released. If your home school will not send the funds directly to IES Abroad, please make sure someone has the authority to pay the balance due on your account.

**Enrollment Certification**

If you need letters certifying proof of enrollment for a scholarship or another reason, contact the IES Abroad Registrar at registrar@iesabroad.org. Our Registrar’s office serves as the certifying official for academic records.

**Consortium Agreements**

If your home school requires a consortium agreement or other documentation to pay IES Abroad with your financial aid, send these documents to our Enrollment Management Department at enrollments@IESabroad.org.

We will complete and return these documents to your home school’s financial aid office along with a copy of the fee sheet for your IES Abroad program.

**How to Pay Your Bill**

- Checks, money orders, and cashier’s checks should be made payable to “IES Abroad” or “The Institute for the International Education of Students.” They must be denominated in U.S. dollars drawn on a U.S. bank branch.
- IES Abroad accepts credit card (Visa or Mastercard) payment for Confirmation Deposit Fees and application fees only.
- Credit cards are not accepted for payment of any other fees. All other payments must be made by check, money order, cashier’s check, or bank wire.

Mail checks, money orders, or cashier’s checks to:

IES Abroad Chicago  
33 West Monroe Street, Suite 2300  
Chicago, IL 60603-5405

Use the following information to wire payments:

**Account name:** Institute for the International Education of Students
Account No: 886-079-151
Bank: JP Morgan Chase Bank N.A.
ABA: 071000013
SWIFT: CHASUS33
Address: 10 S Dearborn, Chicago, IL. 60603

To ensure proper credit, make sure the student name and student number appear in the wire instructions.

Payment Plans
If you are billed directly by IES Abroad and you are studying abroad for a semester, academic year, or split year, we offer you the option of paying in interest-free installments for a one-time fee of $125 for semester students and $250 for academic year and split year students. A down payment of $3,500, plus this one-time fee, is due to the IES Abroad office upon receipt of the statement. The remaining balance, due after the down payment is applied, is divided into three equal monthly payments for term students and six equal monthly payments for academic year and split year students.

Please contact the IES Abroad Chicago Accounting Department at 800.995.2300 for further information.

Additional Invoices
Additional invoices may be sent to your home address after your arrival on-site. Invoices may include, but are not limited to, fees for:

- Course reader packs
- Copyrights
- Cell phones and/or SIM cards
- Failure to return library resources upon departure
- Some housing options
- Housing damage
- Failure to return keys
- Optional IES Abroad field trips

You may pay these fees by the same methods described above.

Field Trips
A number of field trips and excursions are sponsored or co-sponsored
by IES Abroad each year. In general, the cost of any field trip that is required as part of orientation or a course is covered by the program fee; included field trips are non-refundable. At IES Abroad Cape Town, there are two major field trips offered which are optional and will incur an additional cost to the student (a subsidized cost), which is noted below. During your time at IES Abroad Cape Town there will also be short tour of a township and the District 6 Museum, which are included in the program fee.

Cape Town -- Kruger National Park & Soweto Field Trip -- Fall 2014

IES Abroad Cape Town offers a subsidized mid-semester field trip for all students. Past students have traveled to world-renowned Kruger National Park and Soweto. Past mid-semester field trip activities have included:

- A three-hour game-drive in an open safari vehicle with one of Kruger's experienced game rangers
- A visit and tour of Soweto, a township outside of Johannesburg
- A four-hour eco-friendly bike tour of Soweto to see a workers' hostel, the Meadowlands, and Nelson Mandela's former home

Please complete the Field Trip Interest Form in your MyIESabroad account to indicate whether you are interested in participating in any of the offered IES field trips. You will receive further information during on-site orientation before you are asked to commit to the trips.

**Please note:** Students who participate in the Kruger National Park field trip should take anti-malaria drugs before and during the trip to prevent malaria.

Trip Length: 5 days Trip fee: $440 US

Cape Town -- Garden Route Field Trip -- Fall 2014

The famous Garden Route is a stretch of coastline that runs for nearly 200 kilometers along the south-eastern coast of South Africa. The Route is set between the Outeniqua and Tsitsikamma mountains, and along the Indian Ocean. Home to several nature and marine reserves, it is known for its remarkable biodiversity. Added to the coastal route are
several inland attractions such as exploring the Cango Caves, visiting one of South Africa’s famous ostrich farms and hiking in Tsikikamma. This trip is planned for three days.

Please complete the Field Trip Interest Form in your MyIESAbroad account to indicate whether you are interested in participating in any of the offered IES field trips. You will receive further information during on-site orientation before you are asked to commit to the trip.

IES Abroad subsidizes some trips for students; **participating students will be billed for their contribution to their home address.**

Trip Length: 3 days Trip fee: $200 US

Field trip fees for optional field trips cover transportation, accommodations, tours and entrance fees, and some meals.

All field trip locations are subject to change.

You are prohibited from bringing guests on IES Abroad-sponsored field trips.

**Health & Safety**

**Medical Report**

IES Abroad considers student health an extremely important element of the study abroad experience. To ensure that students are adequately prepared to manage their health while abroad, and that IES Abroad staff is equipped to reasonably accommodate students’ needs, IES Abroad requires that all students and their medical providers fill out a *Medical Report*. In an effort to appropriately assist students in a timely fashion, IES Abroad has established a deadline for the submission of the IES Abroad *Medical Report*. It is essential that students complete and return the *Medical Report* by the designated deadline. As the information disclosed on the *Medical Report* will be used to make housing assignments, IES Abroad withholds housing placements from any student who has not turned in a completed *Medical Report*. The *Medical Report* has three parts: 1) the online Student Self-Evaluation in which students provide details of their medical histories 2) the Physical Exam to be completed by a physician, nurse practitioner, or physician’s
assistant following a physical examination within six months of the official arrival date and 3) Immunity and Vaccination History that may be self-reported or completed by a physician, nurse practitioner, or physician’s assistant. It is the student’s responsibility to ensure that the doctor’s portion, Part II, of the form is completed in its entirety. If any fields on any part of the form are left blank, the Medical Report will be considered incomplete and will prevent IES Abroad from making a housing placement for the student. The Student Self-Evaluation should be submitted online; the Physician’s Exam and Immunity Vaccination History portions of the Medical Report should be uploaded to your MyIESabroad account as part of your on-line form submission.

The Medical Report also provides students with the opportunity to disclose disabilities and request reasonable accommodations. Documentation should be provided along with the faxed doctor’s portion, Part II of the form.

In further efforts to encourage conscientious personal health management, the Dean of Students Office may contact students prior to departure to discuss issues disclosed on the Medical Report and any preparations that may be necessary for continuation of care abroad.

Health Insurance

IES Abroad requires all students to be adequately covered by its pre-arranged comprehensive international student health insurance plan. Once the confirmation deposit for a program has been received, IES Abroad will automatically enroll the student and purchase the required international health insurance on his or her behalf. The mandatory insurance will be billed to the student and cannot be waived. Please notes that the CISI insurance plan is intended to cover all IES Abroad participants while abroad, but certain limits apply. The plan is not intended to replace your domestic major medical plan. Students will receive an insurance confirmation/registration email prior to departure. After completing the online insurance registration, students can print their insurance cards and brochures. IES Abroad Center staff will provide students with information on local hospitals and doctors during orientation. The Cultural Insurance Services International (CISI) health insurance coverage will begin on the first day of your program and expires on the last day of your program. Detailed information about the student health insurance plan(s) is located in the IES Abroad Student
Students studying in Australia, New Zealand, or Japan will be enrolled in mandatory in-country health insurance plans. Detailed information about these in-country plans can be found in the on-line *IES Abroad Student Handbook*. IES Abroad Center staff will provide additional information regarding the in-country health insurance plans during orientation.

**Liability Insurance**

Students may choose to be covered by their parents' homeowners' insurance for personal liability, as it is customary in other countries (France, Germany, Ireland, Italy, Japan, and Spain) to have personal liability insurance to cover accidents caused by an individual. Please be advised that if you plan to participate in an internship abroad, you may be required by your internship host to have liability insurance.

Cultural Insurance Services International (CISI) offers personal property and liability insurance for interested students who are not covered under their parents' homeowners' policy or another plan. You may enroll in one or both plans offered by CISI by downloading the CISI plan(s): [www.culturalinsurance.com/pdf/CISI_PPPL_info_and_enroll.pdf](http://www.culturalinsurance.com/pdf/CISI_PPPL_info_and_enroll.pdf)

**Property Insurance**

IES Abroad does not insure students’ property. IES Abroad urges all participants to purchase property insurance for the entire duration of their time abroad. Despite students’ best efforts to safeguard their property, it is still possible for belongings to be lost, stolen, or damaged during travel or life abroad. Students should research their family homeowners’ insurance to determine whether the items brought or bought while abroad are covered by their policy. IES Abroad recommends that all students purchase property insurance for all belongings, especially high cost items such as laptop computers, MP3 players, and other valuables.
Prescription Drugs

If you plan on taking any type of medicine or prescription drug while abroad, IES Abroad strongly advises you to consult with your physician prior to departure regarding any need for monitoring. You may also consult with your doctor regarding on-site referrals, though the IES Abroad Center staff will have a list of physicians available for consultation as well. Students should disclose any health conditions and note any medications on their IES Abroad Medical Report.

We recommend bringing enough medication to last the duration of your stay. If you plan to purchase a particular medication while abroad you should make certain that it is available in country. If so, you will need to see a local physician to obtain a new prescription.

Do not mail medicines or vitamins; they will be held up in customs, and a prescription from a local doctor must be shown to pick them up. Always carry prescription drugs in a drug store bottle with a label showing your name, the generic name, the dosage of the drug, and instructions for use.

Vaccinations

You may travel many places around the world without any special inoculations. However, if you plan to visit countries in the Eastern Mediterranean, Eastern Europe, Asia, or North Africa, we advise you to talk with your doctor or consult your county Department of Public Health. We also recommend that you consult the Centers for Disease Control. For travel to Eastern Europe, the CDC recommends vaccinations against Hepatitis A and boosters as needed for tetanus-diphtheria and measles. The CDC operates an international travelers' hotline which provides up-to-date vaccination requirements for any region or country you select. Contact the CDC at 800.232.4636 or visit them on the web at www.cdc.gov.

Safety Abroad

Student safety is our top priority. Many travel abroad without incident,
however, crime, especially petty crime, can be a reality during travel. During orientation local IES Abroad staff will provide information regarding safety and crime specific to the program location. Prior to your arrival abroad, you can find detailed information from the U.S. State department about crime in your country of study at http://travel.state.gov/travel/cis_pa_tw/cis/cis_4965.html.

Independent Travel Safety

IES Abroad continues to maintain its longstanding commitment to student safety. In light of this priority, IES Abroad employs procedures that establish avenues of communication and information tracking between students and staff. IES Abroad requires students to have mobile phones during their study abroad experience, encouraging and simplifying effective communication with both the IES Abroad Center and parents in the event of emergencies. Students are required to provide their Center with their mobile phone number and to keep their mobile turned on and charged at all times for the duration of enrollment. Additionally, students are required to submit an electronic independent travel itinerary through TravelTracker™ and/or a paper independent travel itinerary form to enter staff any time they are away overnight (see Independent Travel). This information provides necessary information in the event of an emergency and students need to be reached when mobile phones are not functioning.

When planning travel during your time abroad, be sure to keep basic health and safety provisions in mind. We recommend that you:

- Travel with a companion whenever possible and avoid walking alone at night, even if you are familiar with the area.
- Stay alert, confident, and aware of your surroundings. Walk purposefully and make eye contact with people around you. Trust your instincts.
- Use helmets, seat belts, life jackets, and other relevant safety devices.
- Always keep your door locked in any facility where you are staying.
- Investigate what emergency medical services are available in the region or country where you will be traveling.
- Choose safe, reliable transportation.
- Don’t rent or buy a motorized vehicle.
• Don’t drink and swim.
• Pack a basic first aid kit.
• Always be aware of your surroundings.
• Leave jewelry and expensive watches at home.
• Carry money, tickets, and passport in body pouches; do not leave them in your hotel room or luggage.
• Carry photocopies of passport, credit cards, and airline tickets.
• Make sure luggage has identification inside and out.
• Keep luggage locked and securely stored.
• Keep a low profile in public areas. Avoid displaying any object of value (jewelry, cameras, mobile phones, electronic devices) that could attract the attention of bag snatchers and pickpockets.
• Limit your use of your iPod or mp3 player in public as it may distract you from recognizing dangerous situations and/or be the target of thieves.

In addition, you must have your cell phone connected and with you at all times so that you can be contacted in case of an emergency. You should also inform yourself of any unique situations in specific countries that might necessitate taking additional special precautions. One source for this type of information is the U.S. State Department, which posts travel warnings, public announcements, and consular information at www.travel.state.gov.

When traveling outside of your host country, in addition to leaving an itinerary with your Center, we encourage you to register with the U.S. Embassies/Consulates (or the Embassy/Consulate of the country whose passport you are carrying) in each of the countries you are visiting. In the event of an emergency, disaster or crisis in a country you are visiting, local consular officials will be better able to locate you if you register with them in advance. It is especially important for you to register if you are visiting a country “that is experiencing civil unrest, has an unstable political climate, or is undergoing a natural disaster, such as an earthquake or a hurricane.” As you make travel plans, you can easily register online at step.state.gov/step. Consular registration information is kept private and is not released to anyone without required permissions.

Bicycle Safety

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If you plan to ride a bicycle during your time abroad, IES Abroad strongly recommends that you purchase a helmet and personal liability insurance (also available through Cultural Insurance Services International). You should familiarize yourself with in-country rules of the road before riding a bike.

**Motorized Vehicle Policy**

Operating a motor vehicle abroad can be hazardous and pose significant safety risks to IES Abroad students, other motorists and pedestrians. Unfamiliar roads, signage and road conditions, and limited knowledge of local traffic laws and local rules of the road can increase risks while driving abroad. Driving on an unfamiliar side of the road or an unfamiliar side of the car can also increase risk of injury or accident. For these reasons, IES Abroad prohibits students from purchasing, renting, or operating motor vehicles of any type (including automobiles, trucks, motorcycles, mopeds, motor scooters, or off-road vehicles) except as necessary in emergency or crisis situations.

**Local Health & Safety Notes**

Important: Students participating in the Kruger National Park field trip should take anti-malaria drugs before and during the trip to prevent malaria.
Get Informed

This section of your predeparture information delves into what daily life will be like for you in your host city.

This section will answer questions like:

- How will I communicate with my family and friends back home?
- What’s the feel of the city and what are the best ways to meet locals?
- How diverse is my host country and how can my needs be accommodated?
- What are some of the expectations of me as an IES Abroad student?

Be sure to read through this entire section of your predeparture information so you feel as prepared as possible when you first step foot in your host country!

Center

Center Overview

Our main IES Abroad Cape Town Center is conveniently located on the upper campus of the University of Cape Town. Located on the slope of Devil’s Peak in a pleasant suburban area of Cape Town, the scenic campus blends into the natural scenery and provides beautiful views.

We also maintain an office at the University of the Western Cape, in Bellville. That office is located at the Kovacs Student Village in the Administration Building.

Features at our main Center include computers and a small library and sitting area. Both the University of Cape Town (UCT), and the University of the Western Cape (UWC), feature libraries, museums, theatres and cafes as well as robust sports facilities. At UCT, there is a student shuttle service (the Jammie Shuttle) for those attending classes on its campus. Students at UWC are often within 5-10 minutes walking distance from their classes.
Staff

Naomi Claassen
*IES Abroad Center Director*
Naomi Claassen has been the Director of IES Abroad Cape Town since 2006. She came to IES Abroad from the University of Cape Town, where she served as coordinator of study abroad students for nine years and as a recruiter for the University for six years. Naomi was also a resident Warden at Rochester House, a UCT residence. Naomi earned her diploma in Education at the Western Cape College of Education and has completed an Associate in Management at UCT’s Graduate School of Business. She also has an Advanced Certificate in Adult Education.

IES Abroad Staff
Portia Adams
*Administrative and Finance Officer*

Maxine Jacobs
*Student Affairs Coordinator*

Nick Shepherd
*Academic Coordinator*

Devonne Bobbert
*IES Coordinator at the University of the Western Cape*

Faculty

Mr. David Stephens
*Health and Community Development in South Africa*

Dr. Firdouza Waggie
*Eco-Justice in Africa*

Ms. Liziwe McDaid
*Polity, Community Development, Urban Life in South Africa*
Communications

Cell Phone Policy

Because IES Abroad is first and foremost committed to student safety and security, we require all students to have a cellular phone while enrolled in our programs. It is the responsibility of each student to acquire a cellular phone either in the host country within the first week of arrival or in the U.S. prior to departure. Failure to acquire a cellular phone and report the number to IES Abroad staff in this period of time will result in judicial action. More specific information about obtaining a mobile phone for your time abroad is in the IES Abroad Student Handbook.

International calls directly from your cell phone may be very expensive. We suggest that you arrange for friends and family to call your phone, as incoming calls are free for the recipient. Alternatively, you can obtain local calling cards and make international calls from a landline or public payphone. If you use a calling card to make a call from your cell phone, you will still be charged for the minutes. Websites such as www.callingcards.com can help you find the best rates. IES Abroad Center staff can also provide information about obtaining calling cards locally.

Please remember that if you use calling cards to make long distance phone calls from abroad, it is best not to use them from your cell phone. Using calling cards from a cell phone usually makes a long distance call more expensive than if you simply dialed the number directly from your cell phone. You will save in long distance calling with calling cards only if you use them from public telephones or other landlines that you have permission to use.

International Calls

Calls

International calls directly from your cell phone may be very expensive. We suggest that you communicate internationally through calling cards. Websites such as www.callingcards.com can help you find the best rates.

If you use calling cards to make long distance phone calls from abroad,
it is best not to use them from your cell phone. Using calling cards from a cell phone usually makes a long distance call more expensive than if you simply dialed the number directly from your cell phone. You will realize savings in long distance calling using callings cards if you use them from public phones or other landlines that you have permission to use.

**Calls from the U.S.**
Telephone service abroad can be much more expensive than in the U.S. You may realize tremendous savings if family and friends in the U.S. call you instead. As such, many students schedule times for family and friends to call them on their cell phones. Note: you may not make/receive personal phone calls at the Center except in emergency situations.

Ask your family’s long-distance carrier about its international rates. For a monthly surcharge, most offer programs that substantially reduce rates for U.S.-originated calls. Other international calling plans can be researched at websites such as www.lowermybills.com or www.smartprice.com.

**Skype**

**Keeping in Touch Online**
An easy and cost effective way to maintain contact with family and friends back home and abroad is through Internet-based communications. Past students have used the following websites and applications.

- Skype for free internet-based audio and video calling and messaging
- Viber for audio calling and messaging
- Whatsapp for messaging
- Google Hangout for audio and video calling and messaging

Even if you purchase a basic cell phone abroad, you can use your home smartphone’s Internet-based communications when you are connected to WiFi. Be sure to check with your cellular provider to ensure that you may access the Internet on your phone without incurring mobile data costs. You’ll probably want to set your phone to Airplane Mode or turn Mobile Data OFF. Keep in mind that high bandwidth services like Skype
may not function as expected in areas with slow Internet connections.

Laptops
We strongly encourage you to bring your laptop computer to access the Internet and to complete course work.

Insurance
Remember to insure your laptop before you depart the U.S. It may be covered under your family’s homeowner’s insurance, and, if not, a wide variety of providers can be found online. Cultural Insurance Services International (CISI), your IES Abroad health insurance provider, offers personal property insurance. For more information, visit www.culturalinsurance.com/pdf/CISI_PPPL_info_and_enroll.pdf

Technical Support
Our on-site staff is not trained to offer technical support for personal laptops or to assist with hardware or software malfunctions or incompatibilities, though we will be able to direct you to local resources. Also, we cannot guarantee Internet or support Internet in your housing, but Internet access is available at the IES Abroad Center and we will help you find convenient places that do provide Internet.

Internet Access
Students have access to the Internet and email at the IES Abroad Cape Town Center. Students are encouraged to bring a laptop computer, if it is insured, for use at the Center. This is in addition to the internet access that students have in their accommodations. That information is located in the housing section of this pre-departure guide.

Students should be aware that Internet usage in Cape Town is not as reliable or available as it is in the U.S., and may be slower and interrupted more frequently. Additionally, Cape Town experiences temporary power outages, so be mindful of saving your work.
In order to access Internet outside of IES Abroad Center hours, you may choose to visit local Internet cafes, where Internet access is available for an hourly fee, university libraries, and other WiFi hotspots throughout the city. More information will be provided, including locations, hours, and pricing, during your on-site orientation.

**Mail**

If you are a student of our UCT program, your mail may be addressed to you in care of the IES Abroad Cape Town Center:

IES Abroad Cape Town  
c/o University of Cape Town  
Room 6.02 Steve Biko Building  
Upper Campus, University of Cape Town  
North Lane  
Rondebosch  
7701

You may also instruct friends and family to address mail to your housing address. Please remind friends and family that they must include “IES Abroad” in the address when sending mail to the Center, otherwise the post office may not deliver it. It's also important to tell your friends and family that any packages being mailed to you must arrive before you leave Cape Town. Any mail received after your departure cannot be forwarded or returned.

If you are a student of our UWC program, your mail may be addressed to you in care of the following address:

IES Abroad  
Kovacs Administration Building  
Residence Way  
University of the Western Cape  
Modderdam Road  
Bellville  
7535 South Africa
Customs


Shipping Precautions

As fun as it may be to get packages from home while abroad, be prepared for potentially restrictive foreign customs and long delays. Remember: packages aren’t guaranteed to arrive, and IES Abroad cannot influence local custom rules.

If friends and family want to send you packages, we recommend they use online retailers that deliver to your host country. For example, Teleflora and FTD both have international flower delivery options. If someone sends you a personal care package from the U.S., they should indicate that the contents are “used personal items” and give them a low customs value to reduce the risk of high customs fees, though fees are always possible and often unpredictable. Most students find it’s easier to take everything they’ll need for their term with them, or plan to buy items they need abroad.

Items That Are Often Seized by Customs
We do not recommend shipping the following items overseas because they are often seized by customs:

- Prescription items, including medications, glasses, and contact lenses
- Toiletries
- Electronics, including parts and accessories
- Homemade food items

Mailing Replacement Credit/Debit/ATM Cards

- If someone mails you a replacement credit/debit/ATM card, they should send it in a flat envelope delivered by a private carrier like FedEx or DHL.
- They should not include a replacement credit/debit/ATM card in a care package with other items.
We don’t recommend one carrier over another—as long as the envelope is sent with a tracking number, the delivery should occur without significant problems or delays, though you may have to pay a customs fee.

Life in your City

City and Culture

Cape Town, known as “The Mother City,” is a place where change is visible. It is a city of contrast. In many ways, Cape Town, which is the second most populous city in South Africa, could be defined as both developed, and yet under-developed at the same time. It is home to a cosmopolitan city center, comfortable neighborhoods and suburbs, but also to modest bungalows and impoverished suburban townships with squatters’ shacks. Due to its multi-ethnic background, Cape Town is a diverse city which offers a wide selection of foods, arts, and activities, all influenced by the backgrounds of its people. Put simply, it is a city of many identities, which you’ll have the opportunity to discover.

Intercultural Competence

Studying abroad is a great adventure. There are places to see and people to meet, and with it all comes a sense of excitement. But study abroad also means a transition from a culture with which you are familiar to a culture or cultures that may be very different.

Even as you have to adjust to new food, new housing, and possibly a new language, you will be adjusting to unspoken rules and cues that are different from those that you take for granted at home. Adjusting to a new culture is part of the process of gaining intercultural understanding. This can be a long process, but the period during which you study abroad can give you a great start.

There are many aspects to the cultural transition process, and we have outlined them for you in your IES Abroad Student Handbook. We
encourage you to familiarize yourself with the information in the “Intercultural Competence” section of the IES Abroad Student Handbook as you prepare for your cross-cultural adventure.

Meeting the Locals

South Africans, especially the student population in Cape Town, are very outgoing, welcoming, and curious about other cultures. Passersby on the street will often greet you with a “Howzit,” and it is polite to return the favor. You should also expect to receive very direct questions from locals about your country, politics, culture, etc. South Africans are increasingly more and more interested in the United States and American culture/pop-culture. Joining clubs, or volunteering is a great way to meet new people, and get a deeper glimpse into South African society.

In South Africa, you will be exposed to conditions and surroundings that might be completely foreign to you, such as extreme poverty, racism, and violence, as well as beautiful landscapes and people. Many people impulsively pull out their cameras and start taking pictures as soon as they encounter such scenes, but it is always better to ask before taking photographs.

Public Transportation

ALL SEMESTERS
Daily commuting is a reality for all who live in or near Cape Town. UCT students will be within short walking distance of the University Jammie Shuttle bus. This is a free service for University of Cape Town students and transports students from the neighborhoods to stops in lower, middle and upper campus. Students at the University of the Western Cape will be within walking distance of most of their classes and should not have as great a need for public transportation to get to classes. Travel time between your UCT apartment residence and the IES Abroad Center at the UCT Campus may range from 10 to 25 minutes. For those residing in the residence hall at the University of the Western Cape, the commute time varies from 25-45 minutes with public transportation.
Student safety is a high priority at IES Abroad, and therefore we strongly encourage you to follow all of the safety guidelines presented to you at orientation, including walking in groups and making use of approved taxis and student transportation systems (e.g. the UCT Jammie bus). Mini-buses (known as Kombis), the most common form of transport used in the city, are prohibited, as vehicles are known to break-down often, get pulled-over, and can be crowded, uncomfortable, and unsafe. While the commuter trains are fine to use during peak times, you should avoid taking the commuter trains in off-peak times.

Approved taxis and drivers can be a safer way to get around Cape Town. Many taxis do not use a meter, so you should agree on a price with the driver before getting in the taxi. If you accept a ride without agreeing on a price beforehand, you are obligated to pay the price given by the driver after you have arrived at your destination.

Currency

The Rand (ZAR) is the currency of the Republic of South Africa, Namibia, Swaziland and Lesotho, what is known as the Common Monetary Area. It is subdivided into 100 cents, with coins in denominations of 5, 10, 20 and 50 cents, and 1-, 2-, and 5-Rands. Bank notes come in denominations of 10, 20, 50, 100, and 200 Rand and are designed with the images of wildlife species. To determine the exchange rate, look in the business section of almost any newspaper or visit a currency converter website, such as www.xe.com.

Handling Money Abroad

Before departing for South Africa, exchange US$100 into Rands in order to cover incidental expenses during your first few days in South Africa. During your time abroad, plan to obtain local currency primarily using an ATM card linked to your home bank account. In case of an emergency, however, you should have more than one way to access funds.

The following guidelines will help you plan for financial management abroad:
ATM
When accessing a bank account through an ATM card, we recommend:

- Before departing, notify your bank that you will be using the card for an extended period of time abroad and inquire about usage fees and any special procedures that may be necessary to use your card abroad;
- If obtaining a new card, test your PIN before departing;
- Give a family member access to the account in case of access problems;
- Link the card to a checking rather than a savings account;
- Bring a duplicate card in case the card gets damaged, lost, or stolen;
- Never go to an ATM alone. Observe the area around you carefully; and
- Consider setting a reasonable lower daily withdrawal limit on debit and credit cards in order to protect against theft.

Credit Card
Visa and MasterCard are most widely accepted internationally. Consider:

- Before departing, notify your bank that you will be using the card for an extended period of time abroad and inquire about any additional fees that may be associated with using your card abroad;
- Although accepted in many places, credit cards are not used as frequently in other countries as they are in the United States;
- Arrange for someone at home to pay your monthly balance or sign up for online payments prior to departure; and
- You can obtain cash using a credit card, but you may have to pay a finance charge and interest on the amount you withdraw.

South African Bank Accounts
One of the most efficient means for dealing with money in Cape Town is to have a local Cape Town-based checking account. This can be an easy way to handle funds without having to carry much with you, or store it in your housing. During orientation you will be advised on how to go about opening an account. If you choose to have an account, family members and friends can deposit money directly into that account from the U.S.

Emergency Funds: Traveler’s Checks
We recommend that you carry $100-200 in U.S. traveler's checks in
case of an emergency. Traveler’s checks are accepted almost everywhere in South Africa, and are easily and quickly replaced if lost or stolen, as long as you keep an accurate record of serial numbers. When you purchase the checks, you pay a commission of 1% of their total value. When you cash the checks for local currency, you also will pay a commission.

Do not send checks, cash, or endorsed traveler’s checks through the mail.

It is essential that you and your parents realize that financial responsibilities above and beyond those outlined in the Form of Agreement and Waiver are your responsibility, and IES Abroad’s general policy is not to provide students with personal loans. However, in case of emergencies (e.g., accidents, hospitalization) IES Abroad may be able to provide cash advances or make payments on your behalf.

**Emergency Funds: Money Transfer Services**

Western Union is a money transfer service that you can use to send and receive cash very quickly in case of emergency. For the Western Union location nearest to you, call 800.325.6000, or visit www.westernunion.com.

Another reliable way to receive money quickly is through Moneygram, which is available at selected Standard Bank branches. For more information visit www.standardbank.co.za or speak to Center staff on-site.

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**Estimated on-site expenses**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost (in Rand)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Groceries per week</td>
<td>R500</td>
</tr>
<tr>
<td>Student restaurant (On campus)</td>
<td>R25-R40</td>
</tr>
<tr>
<td>Restaurants -- Breakfast</td>
<td>R35-65</td>
</tr>
<tr>
<td>Restaurants -- lunch</td>
<td>R40-90</td>
</tr>
<tr>
<td>Restaurants -- dinner</td>
<td>R60-R180</td>
</tr>
<tr>
<td>Coffee/Soft Drink</td>
<td>R8-16 / R5-12</td>
</tr>
<tr>
<td>Movie</td>
<td>R35-60</td>
</tr>
</tbody>
</table>
### Diversity

#### Initiative to Diversify Education Abroad (IDEA)

Our Initiative to Diversify Education Abroad (IDEA) strives to make studying abroad a learning experience accessible to all students, creating a student body that reflects the diversity of both the U.S. and U.S. college students.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theatre</td>
<td>R50-180</td>
</tr>
<tr>
<td>Dance Club Cover Charge</td>
<td>R40-80</td>
</tr>
<tr>
<td>Museum Fees</td>
<td>R25</td>
</tr>
<tr>
<td>Jammie Shuttle (recommended form of transportation for UCT Students)</td>
<td>Free</td>
</tr>
<tr>
<td>Approved Taxi or driver</td>
<td>R200/week</td>
</tr>
<tr>
<td>Pre-paid local and international calling cards</td>
<td>R50-250</td>
</tr>
<tr>
<td>Internet use at a cyber cafe</td>
<td>R10/hour</td>
</tr>
<tr>
<td>Key replacement/deposit and security entrance tag to apartment block</td>
<td>R800-R1000</td>
</tr>
<tr>
<td>Cell phone usage</td>
<td>Varies*</td>
</tr>
<tr>
<td>Cell phone shipping and handling fee</td>
<td>Varies</td>
</tr>
<tr>
<td>Books, reading packets and materials</td>
<td>See Program Fees</td>
</tr>
</tbody>
</table>

*Some students have experienced extremely high cell phone bills -- please read your provider's terms and conditions carefully.
We define a diverse student as someone who identifies as a racial/ethnic minority, first-generation college student, economically needy, LGBTQ, and/or is a student who has demonstrated a history of overcoming adversity (a physical or learning disability, for example).

Our programs embody the idea that diversity represents not only a characteristic of our student body, but also an essential component of the intercultural learning experience central to the mission of study abroad. This commitment to diversity ensures that a variety of perspectives are shared within each program’s student body so that the group explores issues from the viewpoint of multiple cultures and backgrounds.

We are aware of and sensitive to the range of issues that students experience while adapting to their new international setting. In addition to scheduling formal meetings during which students discuss their adjustment to their program and its setting, we are always available to discuss individually how you are adapting to your host environment and interacting with local residents, including experiences that arise from you being a member of an underrepresented group or part of a minority or heritage population for the first time.

In preparation for your upcoming study abroad experience, we hope the information below will answer some of the questions or concerns you might have. If you have any further questions, contact the Diversity Director at 800.995.2300 or diversitydirector@iesabroad.org. We are here to help you have the most enriching study abroad experience possible.

**Diversity Abroad**

There are few places where most of the population comes from one national, religious, or ethnic group. At IES Abroad, our faculty, staff, and programs are committed to recognizing and acquainting students with the diversity that exists within South Africa. IES Abroad students are continually provided with opportunities to explore the cultural richness of their host environment and learn about the economic, social, and political status of local populations.

**Minority Students**

Students who are not of Black African descent will be considered racial
and ethnic minorities in South Africa. The most recent census identifies 79% of the South African population as Black African, 9.6% White, 8.9% Coloured (of mixed heritage), and 2.5% as Indian or of another Asian background. In Western Cape province, the figures are a bit different: 53.91% of the population is identified as Coloured, 26.68% Black African, 18.41% White, and 1% Asian.

Since the 1996 Constitution was rewritten, laws have existed to protect residents from discrimination based upon race, gender or sexuality. However, the tremendous upheavals within South Africa’s political, economic, and social systems have still resulted in visible tensions and discrimination in formal and informal settings between groups. Whites, although a small demographic of the overall country’s population, are still the economic elite. IES Abroad staff can provide information on support groups and cultural or social organizations in local ethnic communities.

**Sexual Orientation and Gender Identity**

In South Africa, same-sex marriage is legal. However, despite this law, attitudes toward GLBT persons remain conservative. An exception to this is Cape Town which, despite its history, has a steadily growing GLBT community and, through tourism, is coming to be referred to as the gay capital of Africa. Information on events related to the local gay scene is readily available at national tourist centers.

Before leaving, it is important to reflect on the culturally-based ideas and definitions of sexual identity, and consider how your sexual orientation and gender identity may affect your relationships with residents of your host country. Furthermore, IES Abroad staff can provide resources to GLBT students about support networks, services and in Cape Town.

**Religious Issues**

CIA’s World Fact Book describes most South Africans as Christians. However, Cape Town has a significant Muslim community, mostly descended from Malays who immigrated as indentured servants in the 19th century. Additionally, there are small, but visible Jewish and Baha’i populations. Students who ascribe to different religions can find a community of worship or practice. If you wish to participate in religious services, IES Abroad staff can assist you in finding an appropriate local place of worship.

**Physical Disabilities**

Although South Africa as a country is not fully accessible, current initiatives, projects and campaigns are being undertaken by the National
Council for Persons with Disabilities in South Africa to increase awareness and development of accommodations for persons with limited mobility. For example, new buildings are designed for greater accessibility, and older ones, when possible, are also being modified. The University of Cape Town also dedicates resources, services, and advising to assist students and staff. Beyond the university and larger urban centers, there will be fewer facilities and resources available. For more information about what accommodations will be available to you, please speak with an IES Abroad Dean in Student Services.

**Student Conduct**

**Code of Student Responsibility**

The *IES Abroad Code of Student Responsibility* is based on the premise that our students are guests abroad. IES Abroad students are expected to abide by the customs of the country in which they are studying and are legally subject to the same laws that govern local students. Students who participate in IES Abroad programs are representatives of IES Abroad at all times for the duration of their enrollment. Any student who violates any policy outlined in the Code will be subject to administrative review and possible sanctions up to and including dismissal from the program. There are four parts to the *Code of Student Responsibility*: the Academic Integrity Code, the Academic Integrity Code Violation Review Process, the Student Code of Conduct, and Judicial Procedures. Systems for dealing with violations of these policies are outlined in detail in the on-line IES Abroad Student Handbook. It is in the best interest of all students to read and become familiar with these policies. The Code of Student Responsibility, the IT Policy, the Alcohol and Other Drug Policy, and the Student Sexual Harassment Policy can be found in your *IES Abroad Student Handbook*.

**IES Abroad Alcohol and Other Drug Policy**

The use of illegal drugs and the abuse of alcohol are seriously detrimental to one’s health and well-being. IES Abroad allows for the consumption of alcohol, within reasonable limits, by students who are of legal age in their host countries. Students who choose to consume alcohol do so with the knowledge that they remain responsible for their actions at all times and are expected to drink responsibly. IES Abroad does not encourage the use of alcohol or condone any drinking patterns or behaviors that are detrimental to the health and welfare of the
individual, IES Abroad, or the community. The possession, use, or distribution of any drugs that are considered by host country law to be illicit or illegal drugs or controlled substances is prohibited. Students are cautioned that ANY ALCOHOL OR OTHER DRUG INFRACTION WILL BE CONSIDERED A GRAVE VIOLATION OF POLICY AND WILL RESULT IN SERIOUS SANCTIONS THAT MAY INCLUDE DISMISSAL FROM THE PROGRAM. The complete Alcohol and Other Drug Policy can be found in the *IES Abroad Student Handbook.*
Contact Us

This section of your predeparture information gives detailed contact info for your IES Abroad Center and the IES Abroad Chicago office.

Center Contact Information

Center Address
IES Abroad Cape Town
c/o University of Cape Town
Room 6.02 Steve Biko Building
Upper Campus, University of Cape Town
North Lane
Rondebosch
7701

IES Abroad Cape Town Center Phone Numbers
Telephone from the U.S.: +27.21.650.3051
Telephone from South Africa: 021.650.3051

University of the Western Cape -- IES Office Phone Number
Telephone from the U.S.: +27.21.959.95.09
Telephone from South Africa: 021.959.9509

IES Abroad Cape Town Center Fax Number:
Fax from U.S.: 011.27.21.650.4909

Center and UWC Office Hours
8:30 a.m. -- 4:30 p.m. UTC/GMT
8:30 a.m. -- 4:00 p.m. UTC/GMT on Fridays

Center Emergency Contacts
General Emergency Number**: 71.841.9896
Naomi Claasen Cell Phone: 83.945.2897

If you are calling from South Africa -- dial 0 + numbers above
If you are calling from the U.S. -- dial 011.27 + numbers above

**The emergency contact is an on-duty staff member who speaks English. Please remind friends and family not to use this number except
in the event of a real emergency and to consider the time difference between the U.S. and South Africa.

Chicago Contact Information

Chicago Office Address
IES Abroad
33 W. Monroe St., Suite 2300
Chicago, IL 60603 USA

Chicago Office Hours
8:30 a.m.—4:30 p.m.,
U.S. Central Time, Monday-Friday

Phone Numbers
800.995.2300
312.944.1750

Fax Number
312.944.1448

After-hours Emergency Numbers*
Before the program start date or to report arrival delays:
800.766.7793

During the program:
800.953.0171
812.355.3099

*These after-hours numbers will contact an IES Abroad representative at home and should be used only in the event of a real emergency.

Email Addresses

- To ask your IES Abroad Advisor questions about your program: study@IESabroad.org
- To submit predeparture forms: enrollments@IESabroad.org
- To submit scholarship documents: scholarships@IESabroad.org