STUDENT HANDBOOK

Welcome to ISEAS

Welcome to the Intercontinental School of Economics and Applied Sciences (ISEAS)! As you embark on your academic journey with us, this handbook is your go-to resource for understanding our policies, procedures, and the support available to you. We are committed to providing a high-quality, accessible education that empowers you to excel in your chosen field.

1. About ISEAS

- **Our Mission:** ISEAS is dedicated to delivering top-tier education in economics and applied sciences through a flexible, full-time online platform.
- **Our Vision:** To equip students with the skills and knowledge necessary for success in their careers and to make a positive impact on society.
- **Accreditation:** ISEAS is a fully registered institution in the UK, London, adhering to rigorous academic standards.

2. Academic Programs

ISEAS offers a range of degree and certificate programs designed to meet the demands of today's global economy. For detailed information about our current programs, including course offerings, degree requirements, and academic calendars, please visit our website at www.iseas-ac.uk or contact us at support@iseas-ac.uk

3. Admission Policies

- **Application Process:** To apply for admission, please visit our website for step-by-step guidance on the application process, document submission, and deadlines.
- **Admission Criteria:** Admission requirements vary by program. Please refer to our website for specific criteria, including academic qualifications and English language proficiency.
- **Transfer Credits:** If you wish to transfer credits from another institution, detailed policies and procedures are available online.

4. Academic Policies

- **Grading System:** Our grading system and GPA calculation methods are designed to reflect your academic performance accurately. Visit our website for a comprehensive explanation.
- **Academic Integrity:** We expect all students to uphold the highest standards of academic honesty. Plagiarism, cheating, and other forms of misconduct are taken seriously. For more details, see our full academic integrity policy online.
- **Attendance Policy:** Active participation in online classes is crucial for your success. Please review our attendance and participation guidelines on our website.

- **Examinations and Assessments:** Information on exam schedules, assessment criteria, and procedures for submitting assignments is available on our website.

5. Student Support Services

- **Academic Advising:** Our academic advisors are here to help you with course selection, career planning, and academic support. Contact details and appointment scheduling can be found on our website.
- **Technical Support:** Should you encounter any issues with our online platforms, our technical support team is ready to assist you. Visit our support page for help.
- **Counseling Services:** We offer confidential counseling services to support your mental health and well-being. More information is available online.
- **Career Services:** From job search resources to resume building and interview prep, our career services team is here to help you succeed. Details can be found on our website.

6. Financial Information

- **Tuition Fees:** For a breakdown of tuition fees, payment options, and refund policies, please refer to our website.
- **Scholarships and Financial Aid:** We offer various scholarships and financial aid opportunities. Eligibility criteria and application processes are detailed on our website.
- **Payment Methods:** We accept several payment methods for tuition and fees. Please visit our payment information page for instructions.

7. Student Conduct

- **Code of Conduct:** All students are expected to adhere to our code of conduct, which includes guidelines on respectful communication, academic integrity, and overall behavior. Full details are available on our website.
- **Disciplinary Procedures:** Should any violations of the code of conduct occur, disciplinary actions will be taken according to our established procedures, which can be reviewed online.

8. Online Community Guidelines

- **Engagement Expectations:** We encourage active and respectful participation in all online discussions and group activities. Our community guidelines are available on our website.
- **Netiquette:** Please familiarize yourself with our netiquette guidelines to ensure positive and constructive online interactions.
- **Privacy and Security:** Your privacy and security are important to us. We have policies in place to protect your data while using our platforms. For more information, visit our privacy policy page.
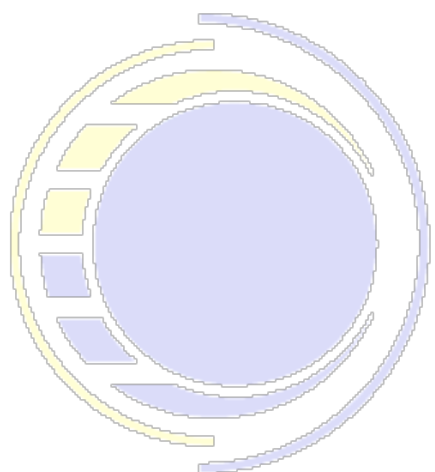
9. Graduation Requirements

- **Degree Completion:** Graduation requirements vary by program. Please refer to our website for detailed information on credit hours, required courses, and any final projects or theses.
- **Graduation Application:** To apply for graduation, please follow the instructions provided on our website, including submission deadlines and required documentation.
- **Alumni Network:** Stay connected with ISEAS after graduation by joining our alumni network. Information on how to join and the benefits of membership can be found online.

10. Contact Information

- **Academic Registrar:** For academic inquiries, registration issues, or general information, please contact the Academic Registrar at support@iseas-ac.uk
- **Support Services:** For technical support, academic advising, or other services, visit our support page or contact us directly at support@iseas-ac.uk
- **Feedback and Suggestions:** We value your feedback. Please reach out to us with any suggestions or concerns at support@iseas-ac.uk

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Conclusion This handbook is intended to help you navigate your experience at ISEAS. We encourage you to review it regularly and reach out if you have any questions. We are committed to your success and look forward to supporting you on your academic journey. Welcome to ISEAS, where your future begins today!