OXFORD LAW PROGRAM

June 25 to August 2, 2018
Oxford, England
XF99
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPORTANT CONTACTS</td>
<td>1</td>
</tr>
<tr>
<td>ACADEMICS</td>
<td>2</td>
</tr>
<tr>
<td>ACADEMIC MATTERS</td>
<td></td>
</tr>
<tr>
<td>FSU ENHANCEMENT PROGRAMS RELATED TO STUDY ABROAD</td>
<td></td>
</tr>
<tr>
<td>TUTORING RESOURCES</td>
<td></td>
</tr>
<tr>
<td>STUDENT DISABILITY RESOURCE CENTER</td>
<td></td>
</tr>
<tr>
<td>BEFORE DEPARTURE AND PROGRAM SPECIFICS</td>
<td>3-6</td>
</tr>
<tr>
<td>PASSPORT</td>
<td></td>
</tr>
<tr>
<td>VISA REQUIREMENTS</td>
<td></td>
</tr>
<tr>
<td>FLIGHT INFORMATION</td>
<td></td>
</tr>
<tr>
<td>IN TRANSIT</td>
<td></td>
</tr>
<tr>
<td>ARRIVING IN ENGLAND</td>
<td></td>
</tr>
<tr>
<td>HOUSING</td>
<td></td>
</tr>
<tr>
<td>CLIMATE AND PACKING</td>
<td></td>
</tr>
<tr>
<td>PERSONAL TRAVEL</td>
<td></td>
</tr>
<tr>
<td>EXCURSIONS</td>
<td></td>
</tr>
<tr>
<td>COMMUNICATION AND ELECTRONICS</td>
<td>7</td>
</tr>
<tr>
<td>MAIL</td>
<td></td>
</tr>
<tr>
<td>CELL PHONES &amp; COMMUNICATION</td>
<td></td>
</tr>
<tr>
<td>COMPUTERS</td>
<td></td>
</tr>
<tr>
<td>CURRENCY AND BANKING</td>
<td>8</td>
</tr>
<tr>
<td>EXPENSES WHILE IN ENGLAND</td>
<td></td>
</tr>
<tr>
<td>MEAL VOUCHERS</td>
<td></td>
</tr>
<tr>
<td>CURRENCY</td>
<td></td>
</tr>
<tr>
<td>BANKING</td>
<td></td>
</tr>
<tr>
<td>HEALTH</td>
<td>9</td>
</tr>
<tr>
<td>INOCULATIONS/MEDICAL CONCERNS</td>
<td></td>
</tr>
<tr>
<td>ALCOHOL AWARENESS AND ILLEGAL DRUGS</td>
<td></td>
</tr>
<tr>
<td>POLICIES AND SAFETY</td>
<td>10</td>
</tr>
<tr>
<td>RULES, POLICIES AND PROCEDURES</td>
<td></td>
</tr>
<tr>
<td>SAFETY AND SECURITY</td>
<td></td>
</tr>
<tr>
<td>HOUSING TERMS AND CONDITIONS</td>
<td>11-13</td>
</tr>
<tr>
<td>TIPS AND RESOURCES</td>
<td>14</td>
</tr>
<tr>
<td>ONLINE RESOURCES</td>
<td></td>
</tr>
</tbody>
</table>
**IMPORTANT CONTACTS**

**INTERNATIONAL PROGRAMS OFFICE**
A5500 University Center
282 Champions Way
P.O. Box 3062420
Florida State University
Tallahassee, Florida 32306-2420

**PHONE**
850.644.3272
1.800.374.8581

**FAX**
850.644.8817
850.645.4659

**EMAIL**
ip-info@fsu.edu

**WEBSITE**
international.fsu.edu

**HOURS**
8:00a.m. to 5:00p.m. EST, Monday - Friday

**HOUSING**
University of Oxford
St. Edmund Hall
Oxford, England OX1 4AR

**Housing Phone Number**
St. Edmund Hall Porter’s Lodge (from the US):
011-44-1865-27900

In an emergency, callers can leave a message for you by dialing the number for the Porter’s Lodge but remind the callers of the time difference.

**Program Leader/Faculty Member Information**

Tahirih Lee, Program Leader
Email: TLee@law.fsu.edu
International Cell Phone Number: Will be provided on site

Melissa Hanson, Faculty
Email: mohanson@fsu.edu
International Cell Phone Number: Will be provided on site

**EMERGENCY PHONE NUMBERS – OXFORD**
In emergency situations, the Oxford Tallahassee staff may be called at the numbers provided. Please reserve these numbers for emergencies only.

**Oxford Emergency Response Services**
Fire, Ambulance, Police 999 (or 112 or 911)

**AMERICAN EMBASSY - LONDON**
33 Nine Elms Lane
London
SW11 7US

**PHONE**
011 44 20 7499 9000

**WEBSITE**
http://uk.usembassy.gov/

**INTERNATIONAL CALLS**
Making international calls from the U.S. to England: First dial “011” (for international call), followed by “44” (the country code), then the specific area code (dropping the first zero) and location number.

Making international calls from England to the U.S: First dial “001” followed by the U.S. city area code and the seven-digit telephone number.

**Time Differences:** British time is ahead of Eastern Standard Time by five hours, Central Standard Time by six hours, Mountain Standard Time by seven hours, and Pacific Standard Time by eight hours. Daylight Savings Time changes often occur on different dates in the U.K. than in the U.S.
ACADEMIC MATTERS
This program is first and foremost an academic one, so you should be prepared to invest as much time, effort and thought into your coursework as you do on your home campus. Since classes are small, you will have more interaction with your fellow students and with faculty than you have on main campus.

Opportunities for travel may tempt you to treat studies as secondary in importance. The program, however, is conducted in accordance with A.B.A. accreditation standards with respect to both class attendance and the quality of the examinations. Students should prepare for examinations with the same care exercised in regular sessions.

Numerical grades for Federal Courts, Comparative Law, English Legal History and European Union Law are determined by final written examination or paper. Oxford Program courses are not pass/fail and are not subject to the Florida State grade curve. Grades translate as follows:

- A+ = 98-100
- A = 93-97
- B+ = 86-89
- B = 80-85
- B- = 77-79
- C+ = 74-76
- C = 69-73
- C- = 65-68
- D = 62-64
- F = 60-61

Average grades
Summer 2017:
High – 95.75; Median – 87.88;
Mean – 86.81; Low – 79.00

Summer 2016:
High – 92.30; Median – 85.50;
Mean – 85.40; Low – 76.00

All students will receive notice of grades awarded. Official transcripts will be sent to the home schools of all non-FSU students. Acceptance of academic credit is at the discretion of the home school. Acceleration of graduation is unlikely as a result of participation in the Oxford Program.

S/U Policy
Following standard Florida State University College of Law policy, FSU students may elect to have one numerically graded course treated as an “S/U” course as long as they did not do so for a course taken in Summer F. To receive a final grade of Satisfactory (S) in a course, the student’s numerical grade in the course must be a 69 or higher. A numerical grade of 68 or below result in a final grade of Unsatisfactory (U). Limited course changes may be accommodated during the drop-add period in Oxford.

Exams
Florida State University uses the Blind Anonymous Grading System (BAGS). To access your assigned BAGS number go to https://records.law.fsu.edu and log in using your FSUID and Password. Click on BAGS and make sure you use your current semester’s Final BAGS number. If you have any problems obtaining your BAGS number, please contact Shirley Oglesby, soglesby@law.fsu.edu. If you do not have the number at the time of exams, please use the last four digits of your SSN.

Additional Questions
If you have any questions about the program, call or write Professor Landau (850-644-6341; dlandau@law.fsu.edu) or Shirley Oglesby (850-645-0926; oglesby@law.fsu.edu)

STUDENT DISABILITY RESOURCE CENTER (SDRC)
SDRC provides reasonable and appropriate accommodations for students with documented disabilities. Documented disabilities and accommodations vary in nature, and though the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 do not apply extraterritorially, we do our best to accommodate our students. If you anticipate needing to request accommodations for a documented disability, please schedule an appointment with the SDRC by calling 850-644-9566 (Voice) or 850 644- 8504 (TDD) and provide appropriate information on your Special Needs form. For more information, visit http://dos.fsu.edu/sdrc.

***Courses taken S/U cannot be counted toward the Certificate in International Law and only four credits from Oxford can be applied to the Certificate. For 2018 this includes: Comparative Law, Legal History, and European Union Law.
VISA REQUIREMENTS FOR U.S. CITIZENS

SHORT TERM STUDENTS (Less than Six Months Study)

- No Visa Needed: U.S. citizens studying less than six months are classified as Short Term Students and do not require a visa. Short Term Students are not permitted to secure employment or volunteer while participating in the study abroad program.

- Passport: You must hold a U.S. passport that is valid for at least 6 months beyond your return from England.

- Passport Letter: International Programs will mail you a ‘Passport Letter’ to your permanent address approximately three weeks before departure. Please keep this with your passport to show Immigration upon your arrival in order to receive a “Student Stamp”. **You must also have it with your passport each time you leave and re-enter the UK during your program.**

- Flight restrictions: Please be aware that you cannot go to Ireland before the program because a flight or layover from Ireland does not count as an international flight. All flights arriving from Ireland do not go through passport control and therefore, you will not receive the appropriate “Student Stamp” which will cause several problems with your immigration status. If you would like to visit Ireland during or after the program that will be fine.

- Also, please be aware that you must be able to provide your return flight details at the UK border, so be prepared by purchasing a round trip ticket at the time you book your travel.

Please refer to the following website regarding questions about visa requirements or passports:

https://www.international.fsu.edu/Passports.aspx

Or you can contact the International Programs Passport office at:

Phone: 850-645-9714

Email: IP-Passports@admin.fsu.edu

VISA REQUIREMENTS FOR NON U.S. CITIZENS AND US CITIZENS LIVING ABROAD:

If you are a non-U.S. citizen or U.S. citizen living abroad, contact an International Programs’ Immigration Specialist at IP-Visas@fsu.edu. You may be required to apply for a visa on your own or you may have additional visa requirements and expenses.

All visa information is correct at the time of publication, but terms, fees, and guidelines are subject to change without notice.
**BEFORE DEPARTURE & PROGRAM SPECIFICS**

**FLIGHT INFORMATION**
There is no group flight for this program, and your program fee does not include airfare.

You should make arrangements to arrive in Oxford, England on the start date of your program June 25, 2018 and depart Oxford, England no earlier than the end date of your program, August 2, 2018. You will most likely need to depart the United States one day before the program’s start date in order to arrive on time. All orientation/welcome activities that take place upon arrival are mandatory.

Once you have completed your travel arrangements, all students must email their flight arrangements to the IP Office (ip: info@fsu.edu).

You may want to consider purchasing travel insurance when booking your flight. Travel insurance typically covers flight cancellation fees, lost luggage or other losses incurred while traveling, etc. Speak with your airline for more information.

**IN TRANSIT**
- **Domestic flights.** In general, arrive at the airport ticket counter two hours before your departure time. Check with your specific airline to find out the recommended pre-flight allowance.
- **International flights.** Arrive at the airport ticket counter three hours before your departure time.
- **Keep your boarding pass.** Some airlines require it for baggage claim. Also, it will help if your luggage gets lost.
- **Have your passport accessible.**
- **During your flight,** drink lots of water and get up and walk around at least once during the flight. Try to sleep; it will help you combat jet lag. Wear layers as the temperature on the plane and in airports may vary.

**ARRIVING IN COUNTRY**
Flights directly from the U.S. or Canada will arrive in London at either Heathrow or Gatwick Airports. It will be less stressful after your long flight if you take the time before you leave the U.S. to determine which terminal you will arrive at and to go the airport’s website (www.gatwickairport.com or www.heathrowairport.com) to familiarize yourself with the layout.

There are no group pick-ups available for this program. You must make your own arrangements for transport to and from Oxford. Further instructions and directions will be provided in the Arrival Guide you will receive in early June.

No matter which airport you fly into in the UK, you will receive a Landing Card on the plane to fill out with your name, date of birth, address in the UK, and flight details before you go through immigration control. You will go through immigration first and then you will claim your luggage after clearing the UK border. **DO NOT use the eGates (electronic entry) at the UK border. You must go to the Border Guard in order to obtain a Short Term student stamp.**

**HOUSING**
University of Oxford  
St. Edmund Hall  
Oxford, England OX1 4AR

You may take residence at your Oxford Housing beginning at 1:00 p.m. on June 25, 2018. Beginning at 1:00 p.m. staff from the college will be available to help you to your room. There are no elevators, so you may have to climb stairs to the 4th or 5th floor. Please pack accordingly! Should you arrive at the college earlier in the day and your room is not ready, arrangements will be made for you to store your luggage until your room is ready.

Your housing will not be available until the official check-in day of the program, if you arrive earlier, you will need to provide your own accommodations.

You must check out of program housing on the morning of the last day of your program, August 2, 2018. You will be responsible for getting yourself to the airport in time for your departure. After your official check out date of the program, you will need to book other accommodations if you are extending your stay.

During your on-site orientation, you will be advised of the Study Center Housing Rules & Regulations. Violation of any of the housing policies is grounds for dismissal. For contractual details about your program housing, rules, and regulations for your specific program, please refer to the FSU International Programs Contractual Agreement and the Housing Terms and Conditions. You are required to sign the FSU International Programs Contractual Agreement as it outlines your contractual obligations as a participant on our program.

Unless you requested a twin room, you will be assigned a single room in one of the dormitories at St. Edmund Hall (Kelly, Emden, or Besse (pron. Bessie)). Your room will contain a bed, lounge, chair, desk and chair, closet or armoire, and a sink. Shower and toilet facilities are located nearby on each floor. Blankets, sheets and towels are provided by the college. As mentioned under Climate, the rooms do not have air conditioning or heat. Limited kitchen areas are available in the dorms; however, cooking utensils are not provided. Limited student-maintained laundry facilities are available, e.g., washer, dryer, iron and ironing board. For a virtual tour of SEH go to http://www.chem.ox.ac.uk/oxfordtour/stedmundhall/. "Scouts" clean rooms, make beds, replace linens and often serve meals in the dining hall. A good relationship with your scout goes a long way toward making your stay in Oxford pleasant and rewarding. It is suggested that you tip your scout at the end of the program. While the amount is up to you, 5 pounds / week is customary. Before leaving SEH you should place the tip in an envelope with your Scout’s name (if you don’t know the name, just write “For Scout”) and place the envelope on the desk in your room. If a problem arises, you should discuss it with one of the FSU faculty, not with the scout. Remember, you are a guest of St. Edmund Hall.
PERSONAL TRAVEL
You are no doubt eager to explore England and Europe. It is best to wait until you have arrived in Oxford and begun classes before you book any independent trips. Waiting until classes have started will allow you to make your plans around the following factors:

- Academic deadlines for exams, papers and presentations. Your academic work comes first!
- You will receive a cultural calendar of activities planned for all students upon your arrival. It would be a shame to book a trip that clashes with an activity arranged by the program.
- The travel plans of your peers. One of the joys of studying abroad is the opportunity to build friendships through travel and shared experiences.
- Due to the compact nature of the summer programs, course meeting times will be intensive and may only allow some independent travel. Summer programs may have mandatory academic excursions that take place over a weekend. You should be flexible with your weekend plans.

Do not plan travel that will cause you to miss classes; strict academic standards will be maintained on the programs. Your grade may be impacted by any unauthorized absence from class.

For safety purposes, you will be instructed during your on-site orientation to fill out a mandatory online independent travel form each time you plan on traveling outside of Oxford. More information will be provided to you in an email from IP-Info@fsu.edu prior to departure.

TRAVELING WHILE ABROAD
By Car: Sharing the cost of renting a car is a convenient and economical way to arrange travel on the weekends. If you think you can meet the challenges of driving on the left side of the road and the roundabouts. Be sure to bring your driver's license. An International Driving Permit is not required by Western European countries and is usually not required by car rental agencies. If you choose to apply for one, they are available; through AAA or other auto club agencies.

By Rail: Most rail passes must be purchased in the U.S. prior to your departure. Due to cost and use restrictions, you should have a definite travel plan before buying a rail pass. If you plan to visit Paris, Brussels or Amsterdam, you should consider purchasing your tickets before leaving the U.S. By taking the Eurostar from London’s St. Pancras International Train Station through the Chunnel, you can be in Brussels in just under two hours; Paris in two hours 15 minutes; and Amsterdam in five hours. For information on traveling by rail see: http://www.raileurope.com/index.html

By Air: Students often find that traveling by air is more economical, both in time and cost. See the below websites for more information: www.easyjet.com, www.whichbudget.com, and www.ryanair.com

CLIMATE & PACKING
All airlines have different policies regarding the number, size, and weight of bags allowed on domestic and international flights. Fees for having too many bags or exceeding size and weight limits are steep, and also vary by airline. It is important that you determine the restriction on your particular airline before you pack. Please be aware that you will be responsible for carrying your own bags, packs, etc. Restrictions regarding carry-on baggage are different for each airline and sometimes vary depending on your originating, transferring and/or terminating airport. Also, requirements change based on current events. It is imperative that you check your specific requirements just prior to your departure and plan accordingly. Use the IP luggage tag and luggage strap you received to ensure your bag is marked in capital letters with your name, address, and final destination both on the inside and on the outside of the bag. It is recommended that you pack 1 or 2 outfits in your carry-on in case of flight delays/cancellations or lost luggage.

The summer climate in Oxford is pleasant but sometimes quite chilly. In July average temperatures range between 54 degrees F - 70 degrees F. There is no interior heating or cooling at the college. When it is 50 degrees F outside, it can be 50 degrees F inside. Equally, when it is warm outside, it will be warm inside. You will need to dress accordingly. Weather can be unpredictable and varies from year to year. July and August can be extremely chilly and wet or warm and unusually dry. Before you leave home, check the extended forecast.

For updates on weather conditions, visit https://www.accuweather.com/en/world-weather.

You may dress casually for classes but running attire is inappropriate at meals. You must dress business casual for the visit to the Courts and lunch at Middle Temple. A shirt and tie are recommended for men. In planning what clothing to take, do not overlook the fact that airlines impose both a weight and size limitation and the fees for overages are expensive. For travel within Europe the limit is lower. Luggage equipped with wheels or placed on a collapsible carrier is most helpful and a backpack is great for weekend trips. Pack light and then cut your load by half. You will have access to laundry facilities at the college so it is not necessary to pack clothes for the entire six weeks. A suggested packing list is included below.

You should not bring any valuable or sentimental items such as jewelry, expensive watches, expensive cameras, or keepsake items you would regret losing. You also don’t want to bring any electrical appliances such as hair dryers,
heaters, etc. The electricity in many countries is twice as powerful as in the U.S. and will cause those items to burn out.

Explore the International Programs Pinterest account for more packing tips.

SUGGESTED PACKING LIST FOR OXFORD LAW PROGRAM

The following are packing suggestions that were prepared with the help of a student who participated in the program.

MOST IMPORTANTLY, PACK LIGHT! You will be using public transportation and you will have to load and unload your luggage. Also, there are no elevators in the dorms; some rooms are on floors as high as 6th or 7th. If you find that you have forgotten something, you can always buy it in Oxford and given away at the end of the trip or simply thrown away. Packing space is very valuable since you will want to buy gifts and souvenirs while abroad. Bringing them back in your suitcase is the least expensive option; otherwise, you will have to ship them (which is very costly). Remember to check with airline for their baggage limitations as well as the TSA website for any packing restrictions.

Things to Pack

(1) Light rain jacket or poncho  
(1-2) Shorts  
(2-4) T-shirts  
(2-4) Pants (slacks/jeans)  
(1-2) Nice outfits (Inns of Course requires business casual; one nice outfit for other occasions such as the End of Term Dinner)  
(1) Tennis Shoes or comfortable walking shoes  
(1) Dress Shoes  
(1) Flip flops or shower shoes  
(1) Robe/housecoat (community coed showers)  
(1) Sweater (essential most years)  
(3-5) Socks  
(5-7) Underwear  

Note: Don’t pack a sweatshirt since you will likely want to buy an Oxford University sweatshirt as a souvenir  

Note: There are student maintained laundry facilities at the college, including iron and ironing board. You may want to adjust the suggested quantities above depending upon how often you want to do laundry. Keep in mind that the laundry is more expensive than in the U.S.

Everyday Items

Alarm Clock (battery operated, don’t depend on your phone)  
Umbrella (Collapsible)  
Wash Cloths (towels are supplied, but not every day)  
Soap w/container  
Razors  
Shampoo  
Lotion, etc. (pack small travel size toiletries and buy more in Oxford)  
Hangers (there may be just a few in your room)  

Medicine (see specifics above)  
Electrical appliances (see specifics blow) (SEH has hair dryers that can be rented for the program for a modest fee)  

Note: Showers are small private rooms used by all residents on each floor. A shower caddy or something to hold and carry your toiletries is suggested because there are no shelves.)
**COMMUNICATION & ELECTRONICS**

**MAIL**
Please share the following information with those in the U.S. who are interested in sending you mail while you are abroad.

For mailing:
[Your name]
University of Oxford
Florida State University Law Conference
St. Edmund Hall
Oxford, England OX1 4AR

Please note that mail from the U.S. will take approximately a week to reach you. People writing you should use airmail stamps otherwise letters will go surface mail which takes about six weeks.

**CELL PHONES & COMMUNICATION**
If you choose to use a calling card while you are abroad, we advise that you wait until you have arrived in Oxford to purchase a calling card because many of the ones in the States are costly and do not work within the British telephone system. The calling cards are readily available at local corner shops near St. Edmund Hall and are relatively inexpensive.

Other popular options to keep in touch with family/friends back home include Skype, FaceTime, Viber, and WhatsApp. If you have a smartphone, download these apps before you travel abroad so you will be able to activate the account. You will be able to communicate internationally for free through connecting via WiFi.

There are two options to consider with cell phones:

1) **Use your current cell phone.** To do this you would need to purchase an international SIM card from your provider. You should verify your provider’s roaming charges. You will be charged for incoming calls, even if you don’t answer them (and in some cases, even if your phone is turned off). If you have a smart phone that is set to automatically check for new emails or updates you need to have this service turned off or you may be surprised with a huge bill for unwittingly roaming. No matter what type of phone you have, ask your provider for details before you travel. Use of the phone should be limited very short calls or text messages.

   It may be cheaper to buy an international prepaid SIM card once you arrive in Oxford. However, you must make sure your phone is “unlocked” and GSM-capable before leaving the States. This allows you to replace the original SIM card with one from a difference company in case your provider does not have a store in Oxford. If you choose this option, while still in the store where you are purchasing the SIM card, you should install the SIM card and go through the entire process, from turning the phone on through actually making a call – to a friend or to the store – to make sure your phone works properly.

2) **Buy a Pay-As-You-Go Top Up “mobile” phone once you arrive in England.** There are mobile (rhymes with “smile”) stores close to St. Edmund Hall (O2 Store, 6 The Clarendon Centre, Cornmarket St., Oxford). This phone, which can be purchased for as little as $20 can be used for local and national calls in the UK, calls to and from the U.S. and continental Europe, and calls within continental Europe. Specific calling costs vary, according to the phone but you can expect to pay a 4p a minute for calls to the U.S. and 20p per minute for the first three minutes, dropping to much less thereafter for calls within the UK. With most phones, you will not be charged for incoming calls. Calls to other countries will vary in cost, and calls received or made while you are in another country will almost certainly be extremely expensive. We highly recommend only using your UK based cell phone for emergencies while you’re outside of the U.K.

   It is strongly suggested that you do not purchase a pay-as-you-go cell phone in the U.S. to take to England. In addition, it is strongly recommended against buying a contract phone while you are overseas.

**COMPUTERS**
- Make sure your laptop computer has a built-in transformer that is capable of handling the different voltage. You will still need an adapter for the plug and an Ethernet cord to connect to the St. Edmund network.
- If you take a laptop with you, it is at your own risk. Check your homeowner’s insurance to make sure that it is covered when you are away from your primary residence. If not covered by your homeowner’s insurance, you may want to check into laptop insurance through www.safeware.com, a worldwide insurance provider for all electronic devices (e.g. laptop, digital camera, iPod, etc.). They also have a provision for non-electronic personal property.
- Do NOT pack your laptop or laptop charger in your checked luggage.

**VOLTAGES**
UK and European electronics run on 220 volts not 100 volts. Appliances must have a built-in transformer or be coupled to a transformer allowing the device to operate without burning up. Check your appliances to see if they have dual voltages. If so, a transformer would not be necessary.

**OUTLETS**
In addition to the differences in voltages, the electrical outlets in the UK and Europe are different not only from those found in North America but also are often different from one another. You will need an adapter plug as an interface between the plug of your appliance and the English or Continental electric outlet.

Adapter plugs can be purchased at Amazon, Walmart and Target. Voltage transformers are trickier and you should read reviews. It may be easier to buy small appliances like hair curlers and hair dryers once you arrive in Oxford.
EXPENSES WHILE IN ENGLAND
A good way to estimate what you might need in England is to assume that whatever you spend here in the U.S. (in dollars), you will spend the same (numerical) amount in currency. Take that dollar amount and convert to pounds. If you are planning to travel around Europe, you should expect to spend at least $70 per day.

Do not carry excessive amounts of cash. Many seasoned travelers advise using a money belt to protect cash, passport and credit cards.

CURRENCY
The unit of currency in Britain is the pound sterling (£), which is divided into 100 pence (p), just as our dollar is divided into 100 pennies. Visit the following web site for the current exchange rate: http://www.xe.com/currencyconverter/.

You need to be aware of the state of the British economy, especially as it affects your independent activities. You will find while some things cost much more than back home (for example, movies in the U.K. are usually at least twice the cost of movies in the U.S.), other things, such as theatre tickets in London, are a bargain, at least compared to New York prices.

EXCHANGE MONEY
Exchange some dollars for pounds at the international airport before you leave the U.S. In general, it is a good idea to exchange around $100, the amount depending on how much currency you may need before you are able to reach a bank.

In Oxford cash or traveler’s checks may be changed into pounds at banks and the Thomas Cook Travel Agency at 101 Pound Way. There are also numerous small exchange kiosks which can offer better value.

Banks offer better exchange rates than travel agencies. Your best exchange rate may be had by using your home bank ATM card if the ATM charges are minimal. Check the website of your bank to find out which European banks are affiliated with it. The banks will generally charge no ATM fees for debit cards. Banks near St. Edmund Hall are located on High Street and Cornmarket Street.

For more information about foreign currency and to find today’s exchange rate, please visit: http://www.xe.com/currencyconverter/

BANKING
We recommend you set up on-line banking for your bank accounts prior to departure from the U.S. so you can monitor your account while overseas. Students are typically not eligible to open a UK bank account.

Bring or have access to at least one credit card in the event of an emergency. If you need to visit a doctor or hospital, you will likely have to pay prior to the service, and then submit an insurance claim afterward. Credit cards are also useful for everyday purchases and offer excellent exchange rates. MasterCard and Visa are the most widely accepted credit cards overseas. Please note that Discover cards are not accepted in Ireland and France, and some British retailers may refuse to accept it. A credit card with “chip and pin” technology is worth considering, as this is the standard abroad.

Before using an ATM or debit card overseas, we recommend the following:

- Contact your financial institution(s) before you leave the U.S. to make sure your ATM or Debit card is activated for international use. You will also need to inform them of your dates/location abroad. If you fail to contact your financial institution(s), it is not unusual for credit card companies to “freeze” an account if suspicious or fraudulent activity is suspected.
- Make sure your debit/ATM card is linked to a checking account, rather than to a savings account, so you will have access to your funds.
- If you have a pin longer than 4 digits or based on letters, you may have trouble using it abroad. You will need to change your pin before departure.
- You should also contact your financial institution for information regarding ATM transaction fees. You can limit the fees if your U.S. bank has a ‘sister’ bank in the host country and/or if you limit your withdrawals, though we do not advise keeping large sums of money on your person or stored in your residence, even if a safe is provided.
- Keep a record of all credit/debit/ATM card numbers and the phone numbers you would need to call, with area codes, if they are lost or stolen. Keep this record in a safe place separate from your cards, and you should provide a copy to family at home.

Using the ATM while overseas:

- Always use caution and be aware of your surroundings when using an ATM. For safety purposes, use an ATM inside a bank whenever possible. Avoid using outdoor ATMs in dimly lit areas.
- Keep a record of all credit/debit/ATM card numbers and the phone numbers you would need to call, with area codes, if they are lost or stolen. Keep this record in a safe place separate from your cards, and you should provide a copy to family at home.
- PLUS, STAR and CIRRUS cards are the most widely accepted overseas. A STAR/Debit MasterCard is accepted anywhere the STAR, MasterCard or PLUS symbols are displayed. Your bank should be able to give you a listing of all ATMS available in your network.

For those who receive financial aid, ensure that any student loans you have requested will be available for disbursement during the term abroad. Disbursement usually occurs after students have left the U.S. Make arrangements for your check to be deposited, if that is your chosen method of disbursement.
INOCULATIONS/MEDICAL CONCERNS
Florida State University requires certain immunizations prior to your registration for classes. All newly admitted degree-seeking students (freshman and transfer) and non-FSU students must complete the required Student Immunization Form. The form must be mailed or faxed directly to Florida State University Health Services, Health Compliance Office, 960 Learning Way, Tallahassee, FL 32306-4178, fax (850) 644-8958.

It is very important that you make yourself aware of specific requirements and health matters in your program location. The Health and Wellness Center offers a travel clinic which provides immunizations (http://www.tshc.fsu.edu/travel.html). Additional information is available through the Centers for Disease Control and Prevention’s site: www.cdc.gov/travel/. Please note that some countries have specific requirements for inoculations based on past location(s) the traveler has visited. It is the student’s responsibility to ensure previous travel has not triggered additional requirements.

- A tetanus booster shot is suggested if you have not had one within the past 10 years.
- We highly recommend that you bring sufficient quantities of your prescription medications with you to last for the duration of your stay. Keep these in their original containers with copies of the prescriptions and place them in your carry-on luggage. Be sure to bring a copy of a legible prescription from your doctor and be aware that not all U.S. drugs are available elsewhere. In particular, Adderall and Concerta are not available in all countries. Don’t postpone discussing your prescription needs with your doctor. After discussing medications with your doctor, students will need to work with their insurance company to cover the vacation prescription. Students who experience difficulty in obtaining a vacation prescription should seek assistance from our office.

- If you wear glasses or contact lenses, take an extra pair and/or the prescription.
- Complete routine medical and dental care before you leave.

Medical Insurance: Your program fee includes the International Protection Plan which is handled for FSU by Cultural Insurance Services International. The coverage will be effective the day before the programs start through the day the program ends. The policy is available on the International Programs’ website: http://international.fsu.edu/Documents/HealthSafety/CISIInsurancePolicy.pdf. You will want to familiarize yourself with the coverage details.

You will receive instructions via email regarding accessing your CISI insurance card. Please be sure to print it out and carry it with you at all times.

The UK has an excellent health care system. Students in need of emergency care will likely be dealt with at the local hospital. Less urgent situations will likely be dealt with in one of the nearby doctors’ or walk-in clinics. Emergency care is free at the time of service while office visits will incur a small co-pay for which students are responsible upfront.

ALCOHOL AWARENESS & ILLEGAL DRUGS
FSU International Programs has a strict code of conduct relating to the use of alcohol, violations of which will likely result in a judicial hearing with the possible sanction of being dismissed from the program. In short, know your limits and drink in moderation if you choose to do so, but not to excess.

Florida State University has a zero-tolerance policy regarding the possession, use, manufacture, production, sale, exchange or distribution of illegal drugs by students participating in FSU study abroad programs. Violation of this policy may result in immediate dismissal from the program; and disciplinary action onsite or upon return to campus. International Programs’ policies follow either the U.S. law or local law, whichever is more stringent with regard to drug use. For complete information on student judicial processes, victim’s rights, and appeals see the Student Conduct Code: http://dos.fsu.edu/srr/.
POLICIES & SAFETY

RULES, POLICIES & PROCEDURES
Florida State degree-seeking, transient and special students are bound by the rules, policies, and procedures set forth in the FSU General Bulletin and Student Handbook. It is your responsibility to familiarize yourself with these before you leave. You may locate the FSU General Bulletin online at http://registrar.fsu.edu/ and The Code of Student Conduct at http://dos.fsu.edu/srr/conduct-codes/student-conduct-code. The Office of Student Rights and Responsibilities updates any changes to the Code of Student Conduct.

SAFETY & SECURITY
Our highest priority is the welfare and security of our students, faculty, staff and facilities. We have emergency plans in place for each of our locations and work closely with our insurers and 24/7 emergency response providers to monitor and respond to all situations worldwide. It is our policy to follow guidance from the respective U.S. Embassies, U.S. State Department, as well as local officials and keep students apprised of any new information. For more information on IP’s security policies and procedures, please contact our Director of Risk and Emergency Management, Chris Carroll at 850.644.7823 or ccarroll@fsu.edu.

- **Resources.** Even though students are not on the main campus, they have access to many resources should they encounter issues while abroad. Program staff members are available to support students in a variety of ways, including connecting students with other professionals locally and/or on the main campus.
  - **Victim Advocate Program.** The University takes very seriously all types of victimization, including sexual violence, relationship violence, and domestic violence. Advocates are available and on-call 24 hours a day to provide confidential support services, even for students who are abroad. For more information on the Victim Advocate Program, visit http://victimadvocate.fsu.edu.
  - **University Counseling Center.** The Counseling Center is a welcoming and confidential place to discuss questions and concerns such as homesickness, struggles with relationships, sexual identity, cultural issues, and more. Visit https://counseling.fsu.edu/ for more information.
  - **Center for Health Advocacy & Wellness.** The Center for Health Advocacy & Wellness encourages students to make healthy lifestyle decisions that facilitate academic success and lead to lifelong health and wellness. For more information, visit http://chaw.fsu.edu/.

- **The U.S. State Department** maintains a web site of information for Americans studying abroad, including current travel advisory warnings, at: http://studentsabroad.state.gov/.

- **The Smart Traveler Enrollment Program (STEP)** is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency. We strongly recommend you register here: https://step.state.gov/step/.

- **Waivers.** All IP participants will be given a Waiver of Liability via email. It must be signed and submitted to IP.
  - Be aware that you are subject to the laws of the country in which you are traveling.
  - Always carry a photocopy of the picture and signature pages of your passport with you. Keep another copy in your room separate from your passport. Leave one copy at home in the U.S. with your family or a relative.
  - Use the buddy system—try to travel with friends as much as possible and always tell your roommates or friends where you are going and when you expect to return. Bystander intervention is a powerful opportunity and responsibility for those within our community.

- **Valuables.** Students should not take sentimental valuables on their program. Students should not leave cash, passports, or other items of value unattended in their rooms. If a locker or safe is provided, students are strongly encouraged to use it to store anything of value at all times. Students should plan regular visits to the cash machine rather than leaving large amounts of cash in their rooms. Students are responsible for ensuring their rooms are left secure at all times – do not prop open doors, do not leave doors and windows unlocked, do not give keys to anyone. Students are strongly encouraged to purchase insurance that will cover their belongings while abroad, whether a standard homeowners or renters policy.

- **Pickpocketing.** In most large cities throughout the world, pickpocketing is the most common crime and can happen anytime, anywhere! We caution you to always be aware of your surroundings. While traveling in some areas beware of beggars who try to distract you with papers, boxes, or excessive body movements. Coats and purses are often stolen in crowded areas. Keep them close to you and lock your pack zippers with a combo lock. Secure your valuables if you are traveling on an overnight (“sleeper”) train.

- **Weapons.** Students are strictly prohibited from keeping or using firearms, knives, weapons (including pellet, air guns, paintball guns or other dangerous articles or substances). Furthermore, mace and/or pepper spray may be illegal in the countries that you visit. It is your responsibility to know the laws regarding weapons in the host country if you intend to bring any item for self-defense.
HOUSING TERMS & CONDITIONS

The following regulations for the International Programs student housing are based upon the Florida State University Contractual Agreement and the rights and responsibilities of individual members of the university community as spelled out in the ‘Codes of Student Conduct’ in the:

- Florida State University General Bulletin (http://registrar.fsu.edu/bulletin/)
- Florida State University Student Handbook (http://dos.fsu.edu/resources/student-handbook), and

These rules and responsibilities have been adapted and supplemented where appropriate to take into account the special needs of each program. The housing rules are designed to conform to the local laws protecting the mutual rights of both students and our local neighbors. We are guests in another country and we should respect and abide by the customs of the people. Since the housing and academic components are tied together very closely, the program staff must ensure that your stay in the residence facility provided enhances the overall mission of the program.

Carefully read these regulations and responsibilities. All occupants/participants in program-provided housing are obliged to conform to them so the overseas experience may be a positive one for everyone associated with our program. The program staff is responsible for ensuring these rules are enforced. He/she has the authority to supplement them at any time to deal with circumstances that affect the integrity of an academic and social/cultural program that functions in a foreign country. The program staff has the authority to dismiss from the program any occupant/participant who does not comply with all rules.

I. AGREEMENT TO GENERAL TERMS

A. Participants are reminded that our program-provided housing is in facilities regulated by the respective country’s law. Although the FSU rules and regulations apply on our study program, the law of the land where any misdemeanor occurs takes precedence and FSU cannot break these regulations or laws.

B. All program dates are advertised as first night in program housing to morning of the last day of the program. The FSU International Programs Contractual Agreement, appropriately signed, is effective from the morning on the date of the first night in housing of a particular program until the morning of the day of program departure. Specific times vary by country. More information is provided in the housing section of this packet.

C. If an occupant/participant voluntarily withdraws from a program and is released from this legal document he/she must vacate the residence within 24 hours of that decision. In the case of expulsion or immediate suspension/dismissal, another breach of contract, or a judicial process, the occupant/participant must vacate the residence immediately.

D. The acceptance of this FSU International Programs Contractual Agreement by Florida State University/International Programs Association, Inc., does not guarantee assignment to any particular room. Roommate preferences, however, will be honored as far as possible and practicable.

E. Under this document, the Florida State University, in conjunction with the Study Center program staff, reserves the right to formulate and put into effect other rules and regulations which, in their judgment, may be necessary for the safety, care, and cleanliness of the premises and for the preservation of mutual rights and responsibilities of the occupants/participants of the building, and the inhabitants of the neighborhood. All occupants/participants agree to abide by any and all additional rules and regulations adopted for those purposes.

F. Under this document, all occupants/participants are responsible for reading, understanding, and adhering to the general applicable regulations, rules, and procedures concerning student codes and policies as set forth in official publications of Florida State University. Such publications include the current editions of the General Bulletin, the FSU Student Handbook, and the Florida State University International Programs Important Forms packet.

G. All Florida State University International Programs facilities are designated no-smoking facilities. Smoking or vaping of any substance is prohibited throughout the buildings. All occupants/participants agree to accept this condition. Deviations from this policy, if they exist, will be provided in your country specific orientation package.
II. AGREEMENT TO GENERAL CONDITIONS AND RESPONSIBILITIES OF PROGRAM PARTICIPANTS

A. Respect for Persons
1. Program participants must be cognizant of the rights of others and avoid activities, which unnecessarily disturb individuals or groups, or interfere with the normal activities of International Programs. These include, but are not limited to, intimidating behavior, physical assault, hazing, or unsuitable or boisterous conduct. Participants should be aware of the effects of their noise on others and respond appropriately to requests to lower volume.

2. Florida State University respects and celebrates the diversity of its students. Statements of intolerance and/or harassment pertaining to race, creed, color, sex, religion, national origin, age, disability, veterans’ or marital status, sexual orientation, gender identity, gender expression, or any other protected group status are neither appropriate nor tolerated and can lead to dismissal from the program.

B. Respect for Property and Living Space
1. Program participants are expected to respect university property as well as the property of other community members.
   a.) University property may not be removed from any room or from public areas.
   b.) Out of respect for the community environment, sports and general rowdy behavior are not permitted either in the Study Center or in program-provided housing.
   c.) Participants may not affix any items to the walls of the residence
   d.) Participants in program-provided housing may not remove, alter, or tamper with door closures, security equipment, or locks, nor may they wash or hang laundry in their rooms.
   e.) Students are expected to report all maintenance issues. If a maintenance issue is unreported and results in major damages, students may be held responsible for costs.

2. Participants in program-provided housing should ensure their rooms are properly cared for. It is the responsibility of all to maintain a standard that provides cleaning and care of the room.

3. Participants in program-provided housing are responsible for the reasonable care of their assigned living spaces and their equipment and appliances. Charges will be assessed for damages to, unauthorized use of, or alterations to, rooms, equipment, and buildings as well as for special cleaning necessitated by improper care of rooms or equipment.

4. Unless it can be determined otherwise, occupants/participants are jointly responsible for damages done to public areas and equipment in their living quarters. Public areas are defined as those areas available for use by all program participants living in a shared area. Charges for damages to public areas and equipment, other than those determined to be the result of normal wear and tear, may be assessed of all program participants of a particular room or floor, or of the residence as a whole.

5. Authorized administrative personnel may enter rooms for the purposes of cleaning, normal inspection, and maintenance. Occupants’/participants’ personal property is not subject to search without the express approval of the owner except in circumstances when a reasonable belief exists that the room is being used for an illegal purpose or a purpose which would otherwise seriously interfere with discipline and/or an occupant’s/participant’s personal safety.

6. Florida State University/International Programs Association, Inc. is not liable for damage or loss of personal property, failure or interruption of utilities, or unforeseen accidents or injuries. The organizations named above will be liable only for those damages or injuries caused by negligence on the part of their employees, agents, or representatives while they are working within the scope of their employment or agency. Occupants/participants are strongly advised to secure their own personal property insurance.

C. Respect for Housing Operations
1. It is expected occupants/participants will comply with reasonable requests from the program staff and the housing administrative staff.
   a. Residents will identify themselves when asked and will provide true and accurate information.
   b. Residents will refrain from harassment and verbal abuse of staff personnel.

2. Room keys may be neither lent to nor borrowed by anyone. Such actions violate administrative codes, are not permissible, and constitute grounds for dismissal. For personal safety reasons, the propping open of exterior doors is strictly prohibited.
3. Occupancy of rooms is reserved only to those program participants to whom the room has been assigned.
   a. Room transfers, if possible, may be made only after receiving approval from the program staff.
   b. After reasonable notice, room assignments may be changed, cancelled, or terminated at any time by the program staff in the interest of public order, health, discipline, maximum utilization of facilities, or disaster.

4. You will receive specific information regarding the guest policy for your International Program location during the on-site orientation. Some programs prohibit guests in residential areas. If you are staying on a program that does allow guests, the following rules apply:
   a. No guests are allowed in program housing between the hours of 11 p.m. and 7 a.m.
   b. Guests must be accompanied by their resident hosts at all times throughout the visit and may not be unescorted at any time in the residential areas.
   c. All guests must abide by the housing rules and regulations applicable to the resident host and must immediately depart the premises when told to do so by the host or program staff. Host may be held responsible for violations of their guest(s).

**ADDITIONAL HOUSING INFORMATION**
As you may know, Florida State University operates study centers in various countries around the world. Under our contractual obligations, students from one program are **not permitted** to use the housing facilities of another program if they are visiting. If you do have friends on another FSU program, please do not get them into trouble by trying to share their rooms if you visit them. You must arrange for your own housing. This also includes friends and relatives who may be traveling abroad.
ONLINE RESOURCES
The more information you find out about the country beforehand, the better off you will be once you get there. Here is a list of a few web sites that may be helpful as you begin your information search:

http://www.statravel.com/ (student travel site)
http://railpass.com (Eurail pass information)
http://www.state.gov/travel/ (U.S. State Department’s information for Americans)
http://www.letsgo.com (on-line travel guide)
http://travel.state.gov/travel/living/living_1243.html (tips on living abroad from the State Department)
http://nolereservations.blogspot.com/ (FSU International Programs blog with articles from former program participants)

USEFUL APPS
Google Translate (instantly translates words, phrases, and web pages between English and over 100 other languages)
Dark Sky (With down-to-the-minute forecasts, you’ll know exactly when the rain will start or stop, right where you’re standing)
Mobile Passport (authorized by U.S. Government to get through customs upon your return to the U.S. Allows you to use the dedicated mobile passport line in 21 participating airports).

(Note: Florida State University is not responsible for the content of external internet sites.)

Connect with International Programs on social media
International Programs Facebook
International Programs Twitter
International Programs Instagram

Last Updated 03/2018