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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    8:00am - 5:00pm EST
         Monday - Friday

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.

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

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.

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

Michael Morley, Program Leader
mmorley@law.fsu.edu
International Cell Phone Number: Will be provided on site

EMERGENCY PHONE NUMBERS
Fire, Ambulance, Police  999 (or 112 or 911)

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

PHONE   011 44 20 7499 9000
WEBSITE  http://uk.usembassy.gov/
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 examinations.

Grades for Comparative Law, English Legal History, European Union Law and Theories of Constitutional Interpretation will be determined by final written examination or paper. Oxford Program courses are not pass/fail and are not subject to the Florida State grade curve.

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.

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 your exams, please use the last four digits of your SSN.

OFFICE OF ACCESSIBILITY SERVICES (OAS)
OAS 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 OAS by calling 850-644-9566 (Voice) or 850-644-8504 (TDD). For more information, visit https://dsst.fsu.edu/oas.
You should expect to adhere to any entry requirements that may be in place at the time of your program, including submitting proof of a negative COVID-19 test result prior to departure/upon arrival or proof of COVID-19 vaccination. Updates about entry requirements will be provided through the [IP Student Portal](#).

Once you are notified by International Programs to book your travel arrangements, you must submit your flight itinerary through the [IP Student Portal](#). All flight information will be provided to the program staff. It is important that they receive this information in order to monitor student arrivals.

You should plan to arrive in Oxford, England on the start date of your program, June 27, 2022, and depart Oxford no earlier than the end date of your program, August 4, 2022. You most likely will need to depart the United States one day before the program’s start date in order to arrive on time.

We strongly advise you to purchase airfare and travel insurance directly with the airline 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 details. [Click here](#) for more information about travel insurance and trip cancellation policies. **Note:** Airfare costs are not included in your program fee, and FSU will not reimburse any costs or fees associated with flight changes or cancellations due to COVID-19 should they occur.
ARRIVING IN ENGLAND

Plan to make your own way to Oxford, England. 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.

If your flight is canceled, delayed, or you miss a connection, contact International Programs staff via email or phone.

You may take residence at your Oxford Housing beginning at 1:00 p.m. on June 27, 2022. 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 4, 2022. 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.
Housing & Personal Travel

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

Your housing will not be available until the official check-in day of the program, June 27, 2022. 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. 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 [https://www.seh.ox.ac.uk/discover/explore-teddy-hall/virtual-3d-tours-of-st-edmund-hall](https://www.seh.ox.ac.uk/discover/explore-teddy-hall/virtual-3d-tours-of-st-edmund-hall)

“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.

All housing accommodations provide comparable facilities; however, we cannot guarantee that each residence will have the exact same amenities. Each student housing facility has safety and security measures, which may vary by location.

During your on-site orientation, you will be advised of the Housing Rules & Regulations. Violation of any of the housing policies is grounds for dismissal. It is your responsibility to familiarize yourself with the housing rules and regulations for your specific program. Refer to the FSU International Programs Contractual Agreement and the [Housing Terms and Conditions](https://www.seh.ox.ac.uk/discover/explore-teddy-hall/virtual-3d-tours-of-st-edmund-hall) for details. You are required to sign the FSU International Programs Contractual Agreement as it outlines your contractual obligations as a participant on our program.

At the end of the program, the housing facilities will be inspected. They should be neat, clean and in the condition in which they were found. If your housing is left in an un-fit state or if any damages are found upon your departure, additional charges may be assessed to your FSU account.

**PERSONAL TRAVEL**

Due to the uncertain nature of the COVID-19 pandemic, all program elements including the program calendar, weekly schedule, classroom environment, course delivery method, housing arrangements, transportation policies, and international or in-country travel restrictions are subject to modification at any time in order to comply with local public health restrictions as well as the policies and practices of Florida State University.

FSU’s current independent travel policy allows students to travel independently commensurate with any local, national, or international guidance and restrictions. Independent international travel is not recommended.

FSU will continue to review its independent travel policy as conditions abroad change, but there is a possibility independent travel could remain restricted or limited during your program. Failure to adhere to the independent travel policy could have significant consequences, including potential removal from the program.

Please wait until you have arrived and received your class/program schedule before you book any independent trips.

Do not plan travel that will cause you to miss classes or other required programming; strict academic standards are maintained on programs. Your grade may be reduced by any unauthorized absence from class.

For safety purposes, you will be instructed by International Programs to fill out a mandatory online independent travel form each time you plan on traveling outside of your program. More information will be provided to you in the [IP Student Portal](https://www.seh.ox.ac.uk/discover/explore-teddy-hall/virtual-3d-tours-of-st-edmund-hall) prior to departure.
Climate & Packing

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.

Past program participants have recommended the following:

- Pack light. 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 give it away at the end of the trip or simply throw it away.
- Pack 1-2 nice outfits. Inns of Court requires business casual; one nice outfit for other occasions such as the End of Term Dinner.
- SEH has hair dryers that can be rented for the program for a modest fee.
- 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.
- Don’t pack a sweatshirt since you will likely want to buy an Oxford University sweatshirt as a souvenir.

Click here to view the IP Packing List!

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 prior to departure and plan accordingly.

Ensure your bag has a luggage tag with your name, address, and final destination. It is recommended that you pack 1 or 2 outfits in your carry-on in case of flight delays/cancellations or lost luggage.

We recommend researching ways to access a textbook as an eBook (electronic book) through the FSU Bookstore, FSU Libraries, Amazon, or other online sites. Keep in mind that not all textbooks are available as eBooks. If you wish to ship textbooks or other course materials to your study abroad location, reference the Mail section of this document and contact the International Programs office with any questions. Plan to bring textbooks and other required course materials with you. You will receive information from the International Programs office when it is time to register for classes with details about textbooks. As a reminder, textbooks are not included in the program fee and will most likely need to be purchased prior to departure.

Make several photocopies of the pages in your passport that contain the issue date, your signature, and your photograph. Leave one copy at home with your family and take another copy with you in case your passport is lost or stolen. Carry a copy separate from your passport when you are traveling.

You should not bring any valuable or sentimental items such as jewelry, expensive watches, expensive cameras, or keepsake items you would regret losing.
Staying connected to your family and friends while you are abroad is extremely important. Establish a communications plan prior to departure. Whether it’s setting up a Skype meeting every Sunday night, sending them messages over WhatsApp, or checking-in with them on social media, make sure you keep in touch!

Though it is not mandatory to use your cell phone abroad, consider one of the following options. Do your research to see which option is the best fit for you:

- **Add an international plan through your current service provider.**
  This tends to be the most expensive option. Talk to your service provider for details. Each provider offers varying international plans.

- **Purchase a SIM card in-country for your current phone.**
  You will need to unlock your phone and make sure your phone is GSM-capable before departure. You can buy a prepaid SIM plan, either for phone calls only or for calls and data.

- **Purchase an inexpensive phone with a local plan in-country and pay for more minutes/data as needed.**
  A pay-as-you-go phones are fairly inexpensive, and can be used for local and national calls in your study abroad country, calls to and from the U.S., and calls within continental Europe.

  We strongly suggest that you do not buy a pay-as-you-go cell phone in the U.S. to take abroad. Students who have done this in the past have frequently found the phones do not work. It is far cheaper and more efficient to buy the pay-as-you-go phone abroad.

- **Use the Wi-Fi available in program facilities or around the city with your phone in airplane mode.**
  Make sure to turn off roaming before you leave, just in case. Otherwise you might end up with a large phone bill when you return to the US. Apps you can easily use while connected to Wi-Fi include Skype, FaceTime, GroupMe, and WhatsApp. If you have a smartphone, download these apps before you travel so you will be able to activate the account. Note: Students who plan to purchase a SIM card or phone abroad should use this option in the meantime...or to save on data use!

- **Use your current phone.**
  Though it is not mandatory to use your cell phone abroad, consider one of the following options. Do your research to see which option is the best fit for you:

  - **Add an international plan through your current service provider.**
    This tends to be the most expensive option. Talk to your service provider for details. Each provider offers varying international plans.

  - **Purchase a SIM card in-country for your current phone.**
    You will need to unlock your phone and make sure your phone is GSM-capable before departure. You can buy a prepaid SIM plan, either for phone calls only or for calls and data.

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  We strongly suggest that you do not buy a pay-as-you-go cell phone in the U.S. to take abroad. Students who have done this in the past have frequently found the phones do not work. It is far cheaper and more efficient to buy the pay-as-you-go phone abroad.

- **Do NOT pack your laptop or laptop charger in your checked luggage.**

**MAIL**
Please share the following information with those in the US 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.

**COMPUTERS**
Students should plan to bring a laptop or tablet with them. Students will need their laptop/tablet during any periods of quarantine or isolation that may be required. We recommend doing the following prior to departure:

- **Bring a plug adaptor so your computer can charge on a foreign outlet.**
- **You will need an Ethernet cord to connect to the St. Edmund network.**
- **Check your homeowner’s insurance to make sure that your computer is covered when you are away from your primary residence. If not covered by your homeowner’s insurance, you may look into insurance through [http://www.safeware.com/](http://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.**
EXPENSES WHILE IN ENGLAND
In estimating your financial needs while abroad, calculate the amount of money you will need for meals for the entire period of your stay; costs for your personal entertainment and social activities.

CURRENCY
England uses the pound sterling (£) as the national currency. Exchange some dollars ($75-$100) for pounds before you leave the U.S. Don’t exchange more than $100; you just need enough to get you to Oxford and to a bank abroad.

You can reference the current exchange rate online.
Health & Wellness

INOCULATIONS/MEDICAL CONCERNS

BEFORE DEPARTURE:
We encourage all students with underlying health issues that may increase the severity of infection should they contract COVID-19 to discuss their study abroad plan with their doctor/specialist.

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 will be asked to complete and submit the required Student Immunization Form through the IP Student Portal.

Familiarize yourself with the specific requirements and health matters in your program location. The FSU Health and Wellness Center offers a travel clinic which provides immunizations. Click here for additional information available through the Centers for Disease Control and Prevention’s site. Some countries have specific requirements for inoculations based on past locations the traveler has visited. It is the student’s responsibility to confirm whether or not the previous travel requires additional inoculations.

WHILE ABROAD:
Your program fee includes international medical and evacuation insurance coverage through Cultural Insurance Services International (CISI); Click here to access the policy online. The coverage will be effective for participants from the day the program starts until the day the program ends. It includes coverage for treatment of ill students, including those with COVID-19, as well as COVID testing for those who are symptomatic, or those who have had a known exposure to a person who tested positive. It does not cover preventative evacuation due to pandemics or preventative treatments such as vaccinations. There are Teleconsultation Services available. This policy is NOT intended to replace your domestic coverage.

England has an excellent health care system. Students in need of emergency care will likely be treated at the nearby John Radcliffe Hospital, which is a 10-minute drive/30-minute walk from program housing.

Less urgent situations may be treated at Summertown Health Centre which has 24 hr. service. These visits will incur a fee, which students are responsible for paying upfront.

ALCOHOL AWARENESS & ILLEGAL DRUGS
The legal age for the drinking of alcohol in England is 18. This means that you will likely have the opportunity to buy and drink alcohol legally. It is in your interest to recognize that this right carries a great deal of responsibility. FSUIP 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 outcome 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 rights, and appeals see the Student Conduct Code: https://sccs.fsu.edu/.

MAPPING YOUR IDENTITIES
Our Mapping your Identities guide will help you explore your identities and evaluate your overall wellness to aid in your preparation for a successful and enriching study abroad experience. It will also help you understand others on your program and be better allies for them.
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 Student Conduct Code at https://sccs.fsu.edu/conduct-codes/student-conduct-codes. The Office of Student Rights and Responsibilities updates any changes to the Student Conduct Code.

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 you are not on the main campus, you have access to many resources should you encounter issues while abroad. Program staff members are available to support you in a variety of ways, including connecting you 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](http://victimadvocate.fsu.edu).
  - **Counseling & Psychological Services at FSU.** Counseling and Psychological Services 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/](https://counseling.fsu.edu/) for more information.
  - **Center for Health Advocacy & Wellness.** The Center for Health Advocacy & Wellness encourages you to make healthy lifestyle decisions that facilitate academic success and lead to life-long health and wellness. For more information, visit [http://chaw.fsu.edu/](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/](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/](https://step.state.gov/step/).

- **Waivers.** All IP participants must sign and submit a general Waiver of Liability & COVID-19 Waiver through the IP Student Portal.

- 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 open and windows unlocked, do not give keys to anyone. If students notice others in the building leaving the main entrance door unsecured, they should notify program staff immediately, even if there are others living in the building who are not FSU program participants. Students are strongly encouraged to purchase insurance that will cover their belongings while abroad, whether a standard homeowners or renters policy. The International Programs insurance policy does not cover loss or theft of participants’ possessions.

- **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. Beware of strangers who try to distract you with papers, boxes, or strange gestures. Smartphones and purses are often stolen in crowded areas, cafes, restaurants, and pubs. Keep them close to you and within your own sight, but out of the reach of strangers. Secure your valuables when you use public transportation, especially if you are travelling on an overnight train/coach.

- **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.
Tips & Resources

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:
https://letsgo.com/ (online travel guide)
http://www.state.gov/travel/ (US State Department’s information for Americans living abroad)
https://nolesabroad.international.fsu.edu/ (FSU International Programs blog with articles from former program participants)

USEFUL APPS
Jimo (social recommendation app for local spots)
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 US Government to get through customs upon return to the US. 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.)

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