LUXURY MARKETING AND RETAILING

JUNE 28 – JULY 28, 2020
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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

PROGRAM STAFF INFORMAITON
Dr. Keith Ferguson, Program Leader
EMAIL kferguson@business.fsu.edu
PHONE International phone number will be provided to students upon arrival

Rebecca Henderson, Program Assistant
International phone number will be provided to students upon arrival

HOUSING
Cité Internationale Universitaire de Paris (known as CIUP or Cité)
Maison des étudiants canadiens
31, Boulevard Jourdan
75014 Paris

HOUSING PHONE +33 01 40 78 67 00

EMERGENCY PHONE NUMBER
In emergencies, the Program Leader may be called at the phone number provided upon arrival. Please reserve the use of these numbers for emergencies only.

Local Police 17
Medical Help/Ambulance (known as SAMU) 15
Europe-wide Emergency Service 112
Fire 18

U.S. EMBASSY
2, avenue Gabriel
75382 Paris Cedex 08

PHONE Switchboard +33 1 43 12 22 22
Calling within Paris 01-43-12-22-22
FAX +33 1 42 66 97 83
EMAIL http://france.usembassy.gov/

INTERNATIONAL CALLS
Making international calls from the U.S. to France: First dial “011” (for international call), followed by “33” (the country code), then the specific area code (dropping the first zero) and location number.

Making international calls from France to the U.S.: First dial “00” (for international call), followed by “1” (the country code), then the specified U.S. phone number with area code.

Time Differences: French time is ahead of Eastern Standard Time by six hours, Central Time by seven hours, Mountain Time by eight hours, and Pacific Coast Time by nine hours.
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 at 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. There will be a greater emphasis on participation in class discussions. This means you must be prepared to maintain a high level of performance by being an active and committed participant in your classes.

FSU ENHANCEMENT PROGRAMS RELATED TO STUDY ABROAD
FSU students are encouraged to get involved with the Garnet and Gold Scholar Society and the Global Citizenship Certificate program. These two resources provide special recognition as global-ready graduates.

The Garnet and Gold Scholar Society program facilitates involvement and recognizes the engaged, well-rounded student who excels within and beyond the classroom in the areas of Leadership, Internship, Service, International, and Research. A student who has met the criteria in three of the five areas is eligible for consideration. All study abroad programs organized through the International Programs Office qualify for the international experience portion of the International Area. Visit http://garnetandgoldscholar.fsu.edu/ or email GarnetandGoldProgram@fsu.edu to learn more.

The Global Citizenship Certificate program helps undergraduate students develop invaluable cross-cultural skills and global competencies needed to be a global-ready graduate. Students who enroll in the certificate take 1 required course, Global Perspectives, and 3 electives. The required course counts toward FSU Liberal Studies X, E-series, and writing requirements. Students can choose from 500+ courses to fulfill the elective course requirement. In addition, students participate in 8 intercultural events on campus and a sustained international experience abroad, which you have already done! Enroll in the Global Citizenship Certificate to ensure your study abroad experience counts toward the certificate. Visit cge.fsu.edu/globalcitizen to learn more about the benefits, criteria, and requirements. You can also email us at globalcitizen@fsu.edu with questions.

TUTORING RESOURCES
There are a number of tutoring resources available at Florida State University to assist you academically, both in Tallahassee and abroad. Online tutors are available through the following programs:

- **Reading & Writing Center (RWC)**
  [http://wr.english.fsu.edu/Reading-Writing-Center/RWC-Online](http://wr.english.fsu.edu/Reading-Writing-Center/RWC-Online)

- **Academic Center for Excellence (ACE)**
  [http://ace.fsu.edu/](http://ace.fsu.edu/) ACE provides free tutoring in many subject areas, including accounting, biology, chemistry, economics, math, statistics, and physics.

- **University Libraries: Office of Distance Library Services**
  [https://www.lib.fsu.edu/department/distance-learning](https://www.lib.fsu.edu/department/distance-learning)

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](https://dsst.fsu.edu/oas).
VISA REQUIREMENTS FOR U.S. CITIZENS

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

- **Flight/Immigration Restrictions:** No visa is required for U.S. citizens to enter France.

- **Flight/Visa Restrictions:** Due to airline restrictions, traveling on a one-way ticket may not be allowed. Please check with your airlines before purchasing a one-way ticket.

- If you intend to study abroad for two consecutive semesters, contact an Immigration Specialist to verify if additional steps are required for immigration purposes: IP-Visas@fsu.edu.

VISA REQUIREMENTS FOR NON U.S. CITIZENS AND U.S. 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. As previously stated, traveling on a one-way ticket may not be allowed due to airline restrictions. Please check with your airlines before purchasing a one-way ticket.

You should make arrangements to arrive in your study abroad location on the start date of the program, June 28, 2020, and depart on the end date of your program, July 28, 2020, as stated on the International Programs website and IP student portal. You may need to depart from the U.S. one day before the program's start date in order to arrive on time. There will be an on-site Orientation at 6:00 PM on June 28. The on-site Orientation is mandatory for all students.

Your program housing will begin on the start date of your program and end on the end date. IF YOU PLAN ON ARRIVING EARLIER OR WISH TO STAY LATER, YOU MUST MAKE ARRANGEMENTS TO STAY IN A HOTEL.

Once you are able to purchase airfare and you finalize your travel arrangements, submit your flight itinerary through the IP student portal. Your flight arrangements will be provided to the on-site staff to monitor student arrivals.

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

IN TRANSIT
- **Domestic flights.** 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** until you have landed, cleared immigration and customs, and have collected your luggage.
- Have your **passport** and **immigration letter** accessible in your carry-on luggage.
- **During your flight** make sure to drink lots of water to stay hydrated. Get up and walk around once an hour to help your circulation. Do simple stretches while in your seat. Try to sleep; it will help you combat jet lag. Wear layers, as the temperature on the plane and in airports can vary.

ARRIVING IN COUNTRY
There is no airport pick-up, but getting to Cité Universitaire via RER from the airport is relatively easy. Here are the directions to the Cité Universitaire from Charles de Gaulle (CDG) airport:

Follow the signs to the **RER station**; purchase a one-way ticket (aller), which should cost about €10. Board the train going in the direction of Cité Universitaire. The train makes about sixteen brief stops, but you do not have to make any changes. When you get to stop called “Cité Universitaire”, go out the one available exit. **Be sure to keep your ticket because you will need it at the Cité U. exit.** Put the ticket in the machine—it will go through and then pop up. Pull the ticket out of the slot and the gate will open. When you get upstairs, the Cité Universitaire will be right in front of you across a very busy street.

Once across the street, turn right and walk down **boulevard Jourdan** (stay on the main boulevard) to an entrance where you will see the Maison des étudiants canadiens. It is a pink/grey building. (**Address: 31 boulevard Jourdan, you may enter via gate 27**.)

Another option is the Paris Shuttle (about 31 euros for a single rider or cheaper rates for up to 8 people - feel free to share with other program participants). This service will provide you with a van lift from the airport directly to the Cité. To make a reservation prior to leaving the U.S., go to their website at [http://parishuttle.com](http://parishuttle.com). They will give you detailed directions on what you will need to do upon your arrival in Paris. You can book and prepay online. Keep your booking confirmation with your carry-on luggage so you can access it when you arrive in the airport. When you arrive in the airport, look for a France Télécom public phone (near the exit doors of the terminal. It is the only one you can use to call the shuttle) and call the Paris Shuttle hotline for free using the telephone number on your booking confirmation to notify an agent that you have arrived. The agent will instruct you which exit to wait for your Paris Shuttle van. If arriving before 7 AM or after 11 PM, you should coordinate a pickup spot with the Paris Shuttle company prior to landing since the hotline will be closed. This service is cheaper the more people you book the reservation with (up to 8). If booking with other participants, be sure to coordinate where you will meet when you land prior to your departure. Also exchange phone numbers so you can notify each other if you are delayed. The Paris Shuttle will not honor your reservation if you are late.

If you cannot locate a France Telecom phone, go to any of the information desks and ask them to dial the number for you.
**HOUSING**
Cité Internationale Universitaire de Paris (known as CIUP or Cité)
Maison des étudiants canadiens
31, Boulevard Jourdan
75014 Paris

You will be housed in single, dormitory-style rooms at the “Cité Universitaire,” an international student community in southern Paris. Each room has a bathroom, small fridge, Ethernet cable, full size desk, and a land-line telephone. There is WiFi throughout the facility. You will have access to kitchen facilities, there are four located in the building. Kitchen utensils and cookware will be limited, if there at all, so you may wish to purchase a few items upon arrival to share with your fellow students, if you wish to do a lot of cooking. Washing machines and dryers are located within the residence and are less expensive to use than “outside” laundromats. Students are responsible for making their own beds and for keeping their rooms reasonably tidy. Light cleaning is provided by the Cité Universitaire, but you will have to cooperate by keeping your living area tidy. You should note your floor’s cleaning schedule posted on the bulletin boards of each floor.

Bed linens are provided and will be laundered every other week. **You must supply your own washcloths and towels,** so it is recommended you bring one set to start with and buy more as needed once you arrive.

Living and studying in your room will be very similar to dormitory living at a typical college campus. Convenient shops, markets, grocery stores, bakeries, and dry cleaning businesses, etc., can be found throughout this area.

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 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.

We cannot guarantee that each residence will have the exact same amenities. Each student housing facility has safety and security measures. They may vary by location.

**CLASSES**
The classroom is also located within the Cité Internationale Universitaire de Paris, at the Fondation Deutsch de la Meurthe (approximately a 1-2 minute walk from program housing). The Program Leader will walk you to the classroom on the first day of class. WiFi is available in the classroom.

Fondation Deutsch de la Meurthe
37, Boulevard Jourdan
75014 Paris

**TRANSPORTATION IN PARIS**
You will have little difficulty getting around Paris. The city’s subway system, the Métro, is comprehensive and easy to use. You will have a metro pass (Carte Navigo) which provides you with unlimited metro travel for the duration of the entire program. There is also a bus system. Of course, there are guidebooks and maps you can buy while you are in Paris. You will find you will do a great amount of walking in Paris, so bring walking shoes! Consult [http://www.ratp.fr](http://www.ratp.fr) for planning your transportation within Paris.
PERSONAL TRAVEL
You are no doubt eager to explore France and the surrounding areas. The academic schedule is arranged so that you will have free time to travel. **Please wait until you have arrived and receive your class schedule 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. You do not want to book a once-in-a-lifetime trip only to discover that you have a major research paper due around that time.
- You will receive a finalized cultural calendar of activities upon arrival.
- The travel plans of your peers. One of the joys of studying abroad is the opportunity to build friendships through travel and shared experiences.

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

Summer programs may have mandatory academic excursions that take place over a weekend. If you are participating in a summer program, you should be flexible with your weekend plans.

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 prior to departure.

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. Determine the restriction on your particular airline before you pack. **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 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.

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.

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. We recommend researching ways to access a textbook as an eBook (electronic book) through the FSU Bookstore, 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.

During July, Paris has an average daytime temperature of 78º and an overnight low of 61º. It can be fairly rainy, and on some days during the summer the city may feel rather sultry. Europeans in general do not have air conditioning in many buildings. There is no AC in housing or classrooms. Due to heatwaves in recent years, we recommend bringing a small, handheld fan. Some students in the past have also purchased small fans for their rooms. We advise that you bring some warmer clothing with you for chilly evenings and a raincoat.

When packing for summer please remember that churches do not allow shorts, halter tops, or miniskirts. You are advised to bring a cardigan or light jacket to cover your shoulders with for church visits. It is advisable to bring a raincoat, a warm jacket or coat, sweaters/cardigans and good walking shoes or boots. You may also wish to bring warm indoor clothing like a robe, pajamas and slippers. You may also want to bring an overnight bag for weekend trips. There will be a couple of fancy dinners, so you are advised to pack one nice outfit.


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.

Reference the International Programs packing list for more packing tips!
MAIL
Please share the following information with those in the U.S. who are interested in sending you mail while you are abroad.

The French mail system is generally very good. Airmail will usually take from 7-10 days. Use international airmail stamps; regular mail will cause your letter to go by boat, taking about six weeks to deliver. When sending packages overseas, neither overestimate nor underestimate the value of the materials in the package. You will pay up to 30% customs duty on the amount shown as the insured price. There should be no commercial value on the package.

You should have your mail sent to the address listed for the Cité Universitaire in the Contact Information section of this packet, with your name on the first line. Letters sent to you will be delivered to the reception desk of the Maison. Important note: You must check with the receptionist to see if you have a letter. Packages and letters sent via expedited services and private carriers WILL NOT be delivered to the Maison. You will have to go to the post office where the parcel has been delivered, along with your reception airbill in order to pick these items up.

CELL PHONES & COMMUNICATION
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.

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 around the city while the phone is in airplane mode. Make sure to turn off roaming before you leave, just in case. Otherwise you might end up with a very large phone bill when you return to the U.S. Apps you can easily use while connected to Wi-Fi 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.

If you have access to a landline phone, you can purchase a calling card to make international calls. The calling cards are readily available at local corner shops.

COMPUTERS
Students will need to bring their own laptops. The course instructor will provide you the material needed for the course (e.g., slides, tests, etc.) to be used on your laptop. We recommend doing the following:

- Check if your computer has a built-in transformer that is capable of handling the different voltages. You will need an adapter for the plug (i.e. from flat to round prongs).
- Please note that 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 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 FRANCE

In estimating your financial needs while you are abroad, calculate the amount of money you will need for meals for the entire period of your stay; your transportation and lodging costs for any personal trips you will be taking, and your personal entertainment and social activities costs. Do your research!

CURRENCY

France uses the euro as the national currency. Exchange some dollars ($75-$100) for euros before you leave the U.S. Don’t exchange more than $100, you just need enough to get you to Paris and to a bank abroad. Visit http://www.xe.com/currencyconverter/ for the current exchange rate.

BANKING

We recommend you set up online banking for your bank accounts prior to departure from the U.S. so you can monitor your account while overseas. The easiest way to access money is from an ATM. You can use a Debit Card at any ATM to withdraw cash whenever you need it though there will often be a withdrawal fee. Keep in mind you may encounter restaurants and shops that only accept cash during your travels.

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. A credit card with “chip and pin” technology is recommended, as this is the standard abroad.

Before using a credit or debit card overseas, we recommend the following:

- Contact your financial institution(s) before you leave the U.S. to make sure your 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. If a safe is not provided, we encourage students to lock valuables in their suitcase when leaving the housing accommodation.

- 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.

For those who receive financial aid, ensure that any student loans you have requested will be available for disbursement during the term you are abroad. Disbursement usually occurs after students have left the U.S., so make arrangements for your check to be deposited, if that is your chosen method of disbursement.
IMMUNIZATIONS/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. If you fall into one of these categories, you will be required to submit this form through the IP student portal.

It is very important that you make yourself aware of specific requirements and health matters in your program location. The FSU Health and Wellness Center offers a travel clinic which provides immunizations. 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 confirm whether or not the previous travel requires additional inoculations.

Be sure to bring sufficient quantities of your prescription medication 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. 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. You will likely need to work with your insurance company to cover your vacation prescription. If you experience difficulty in obtaining a prescription for your time abroad, seek assistance from our office.

We also recommend doing the following:

- If you wear glasses or contact lenses, take an extra pair and/or the prescription if you wear glasses or contact lenses.
- Complete routine medical and dental care before you leave.
- A tetanus booster shot is suggested if you have not had one within the past 10 years.

The CISI insurance provided is included in your program fee and the policy is available on our website: http://international.fsu.edu/Documents/HealthSafety/CISIInsurancePolicy.pdf. You will want to familiarize yourself with the coverage details. This policy is NOT intended to replace your domestic coverage.

ALCOHOL AWARENESS & ILLEGAL DRUGS
The legal age for the drinking of alcohol in France 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. The 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 outcome of being dismissed from the program. For instance, no hard liquor is permitted in all FSU residences, and no open containers are allowed on FSU-sponsored transportation and excursions. In short, know your limits and drink within 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 at: 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 https://dos.fsu.edu/srr/conduct-codes/student-conduct-codes. 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 life-long 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 must sign and submit a Waiver of Liability 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 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 the IP 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. 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.
TIPS FROM STUDENTS ON WHAT YOU SHOULD KNOW
These comments came from students who recently attended a study abroad program in France:
• It does get hot in the summer – purchase a small fan when you get to Paris for your room
• Leave space in your bag to bring home souvenirs
• Pack layers because it can be very hot and very chilly in Paris
• Pack a very small umbrella and raincoat
• Pack a nice outfit for fancy dinners
• Bring walking shoes!
• If you carry a bag or purse, it is recommended to bring one that zips close and can cross your body.

ADDITIONAL 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.tripadvisor.com (online travel guide)
http://www.railpass.com/ (Eurail pass information)
http://www.letsgo.com/(on-line travel guide, check out the “HotLinks” button)
http://cnn.com/WEATHER/ (daily weather forecasts)
https://www.roughguides.com/ (travel guide)
https://nolesabroad.international.fsu.edu/ (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
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