

ON THE COVER: Strasbourg's train station features a modern glass canopy, which was added in 2007.

Photo from Philip Klinger, Flickr Creative Commons.



PREPARING TO GO

Strasbourg, France: fall 2013

Important things to do and think about before you
embark on your semester in Strasbourg

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SU ABROAD
Syracuse University

A MESSAGE FROM THE ASSOCIATE PROVOST FOR INTERNATIONAL EDUCATION AND ENGAGEMENT

Dear student,

Welcome to Syracuse University Abroad. Our overseas staff and partners look forward to meeting you in your host country.

This is an exciting and challenging time to study abroad. You live in a complex transnational world, deeply entangled with the lives of others. Through travel and social media and mass communication, you discover new people, new ideas, new customs and rituals, new languages, new political systems, new cultures, and new values. These encounters offer you a chance to reflect, to rethink, and to deepen your sense of who you are and who you want to become, in your life, in your career, and in your hopes for the future.



This *Preparing to Go* booklet contains crucial information on housing, health and safety, financial matters, and academics. Please read it carefully. Your parents will receive their own copy so they will know what is going on before and after you have arrived. And remember to visit the SU Abroad website while you're away. It has additional information about policies and procedures and will remain a helpful resource for you and your parents.

I'd like to thank you, on behalf of all the faculty and staff at SU Abroad, for choosing our program, and I trust that your time abroad will be rewarding, productive, and pleasurable in many ways.

Sincerely,
Margaret Himley

Syracuse University Abroad Strasbourg post-acceptance checklist

This checklist is designed to help you prepare for your study abroad experience. Parents/guardians, Syracuse University Abroad appreciates your efforts to help your student complete the items on this list by the noted deadlines. The following forms can be found at: <http://suabroad.syr.edu/acceptedstudents/>

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- Join the [SU Abroad Strasbourg Fall 2013 Facebook page](#).**
 - Meet our [Global Ambassadors](#).** The best way to understand what to expect when you are abroad is to talk to someone who has participated in the program.
 - Passport:** Obtain or renew your passport ASAP. Visit <http://travel.state.gov/passport/> for more information on the passport application process.
 - Visa:** Apply for your student/travel visas. Please follow your admissions counselor's instructions or read the [passport and visa](#) information on our website.
 - FORM #1: Intent to Register/Advance Payment.** Due immediately. Please submit within 10 business days of your acceptance into the SU Abroad program along with your advance deposit of \$550 (as of 4/1/2103). Please make checks payable to Syracuse University or follow the online payment instructions (SU students only).
 - FORM #2: Conditions of Participation.** Due immediately. Please submit within 10 business days of your acceptance into the SU Abroad program. This form requires both student and parent signatures and can be sent separately via regular mail, fax, or e-mail.
 - FORM #3: Emergency Contact Information and Student Health Information Form.** Due no later than May 1 (fall) or November 15 (spring). All students are required to have comprehensive health and accident insurance that will cover them for the entire period they are outside the United States while on any of our programs.
 - International Student ID Card (ISIC):** All students are required to upload a passport-style photo and confirm their mailing address. Photos must be uploaded no later than May 1 (fall) or November 15 (spring) so that the cards can be mailed to you in time for your departure.
 - FORM #4: Housing forms.** Due immediately. Please complete the online **housing form for Strasbourg**.
 - FORM #5: Travel form.** If you choose the group flight, send your group travel form to Advantage Travel. If traveling independently, download and complete the independent travel form, and mail it to SU Abroad as soon as possible.
 - FORM #6 (optional): Students with Disabilities Voluntary Self-Identification Form - Accommodation Request.** Due as soon as possible but no later than May 1 (fall) or November 15 (spring).
 - Financial Aid:** Need-based study abroad grants (SAGs) are available for undergraduate, U.S. citizens/permanent residents participating in SU Abroad programs. Students who have a FAFSA on file with the University will automatically be reviewed for financial aid.
- Visiting students should add Syracuse University (code 002882) to their [FAFSA filing](#) to be considered for financial aid. For more information regarding grants and scholarships, please visit our [website](#).**
- Course request form:** Due within two weeks of receipt of the academic packet.
 - Submit final payment:** Due prior to departure.
 - Review your *Preparing to Go* booklet.** Please pay close attention to the "Living in" and "Health and Safety" sections.
 - Review your health insurance plan.** Make sure it provides coverage while you are outside of the United States.
 - Consider purchasing personal property insurance.**
 - SU students:** If applicable, cancel on-campus housing for your semester abroad. You must cancel housing for the fall semester by July 1 and spring semester by the last week in November.

To access forms, visit <http://suabroad.syr.edu/acceptedstudents/post-acceptanceforms.html>

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PROGRAM CONTACT INFORMATION

SU Strasbourg Center mailing address:

Université de Syracuse
19 Quai Rouget de Lisle
67000 Strasbourg, France

To contact the SU Center from the United States: (011) 33-388-25-71-92

Strasbourg staff contact information:

Raymond Bach, Director, rebach@syr.edu
Jean-Maurice Marxer, Assistant Director, jmarxer@syr.edu
Sabrina Barel, Student Services/Receptionist, sbarel@syr.edu
Alison Bayart, Assistant to the director, ambayart@syr.edu
Mick Hardenberg, Housing and Community Internship Coordinator, mhardenb@syr.edu

Syracuse University Email Policy Syracuse University has established email as a primary vehicle for official communication with students, faculty, and staff. Each registered student and active faculty and staff member is assigned an official Syracuse University email address by Information Technology and Services (ITS) according to a naming convention regulated by ITS. All official University email communications will be sent to the assigned syr.edu address, including but not limited to communications from faculty to students registered in their classes and from administrative units to students.

Mail should be sent to the SU Center address below. For example:

Student's Name
Université de Syracuse
19 Quai Rouget de Lisle
67000 Strasbourg, France

Students will have a mailbox at the SU center, so mail should always be sent there (not to the host family address). The staff will hold packages and students will be notified to pick them up.

Things to Consider Before Shipping Packages Overseas

Shipping and custom regulations are very strict in France, so thoroughly research shipping regulations before sending packages. Note that electronics and valuables will be held at customs and taxed heavily. **Medications cannot be shipped to Strasbourg.** If you have questions, contact SU Abroad before shipping items abroad.

Before shipping, review helpful tips on mailing packages overseas:

<http://suabroad.syr.edu/acceptedstudents/packing/shippingandstorage.html>

You can stay connected to the SU Abroad office by following us on Twitter (@SUAbroad) or liking us on Facebook (facebook.com/suabroad).

VISA APPLICATIONS

You will need a visa for your semester or year in Strasbourg. A visa is a document that gives you permission to travel to a specific country for a set period of time. The visa is issued by the embassy or consulate of country you are visiting, and you must complete the application process correctly and by the deadline. Failure to do so can delay your travel, or in certain cases, even prevent you from entering the country.

The process for obtaining a visa for France is lengthy, so it is important to start the application process immediately. You will have to submit your visa application in person to the French consulate serving your home jurisdiction. Be sure to visit the SU Abroad Strasbourg visa information website: <http://suabroad.syr.edu/destinations/strasbourgfrance/visainformation.html>

SU Abroad will send you a separate email with detailed information on how to obtain a French visa and will provide you with support as you make your way through the process

For questions related to French visas contact Gael Noyes at 315-443-0252 or gknoyes@syr.edu.

When you arrive in Strasbourg, Madame Barel, who is in charge of student services, will assist you in completing the part of the visa process that needs to be done in France. For most students, this will involve some paperwork, a visit to a government-authorized doctor, and a payment of approximately 60 Euros.

International Students

If you are an international student studying in the U.S. on an F or J visa, you should consult with your Foreign Student Advisor concerning the signatures and documents necessary to reenter the United States to resume study after your semester abroad – THIS IS EXTREMELY IMPORTANT!

Students who are not traveling on a U.S. or EU passport will need to check whether tourist and/or transit visas will be necessary for travel to countries included in the European Identity Seminar, in addition to course excursions, and during personal travel throughout the semester.

PACKING YOUR BAGS

GENERAL ADVICE

You can read helpful information about Strasbourg at suabroad.syr.edu. Remember to take arrival information and seminar materials with you.

For now, here are a few general suggestions about packing:

- Take half of what you think you need. All airlines have strict regulations regarding baggage weight limits and you may be charged for excess weight and extra bags
- You must be able to carry your own luggage. Don't load yourself down.
- Do not pack valuables in your checked suitcases. Luggage can occasionally get lost, so make sure your travel documents, money, medication, laptop, and other important items are packed in your carry-on bag.
- Check with your airline about specific luggage requirements, including carry-on restrictions.
- Currently, three-ounce containers of liquids and gels (packed in a one-quart transparent plastic bag) are the maximum allowed in your carry-on luggage.
- Do not bring scissors or sharp objects in carry-on luggage.
- As security protocols are subject to change, confirm airline regulations for luggage and carry-on restrictions before leaving for the airport.

PACKING FOR THE *EUROPEAN IDENTITY SEMINAR*

Pack everything you will need for the *European Identity* Signature Seminar in one bag. Keep your valuables and any items that you will need for the first couple of days of the seminar in your carry-on luggage in case your suitcases are delayed due to flight connections. Your other bag(s) will be sent by truck to Strasbourg. Since you will be traveling by bus, we ask that your orientation/seminar suitcase be of moderate size and weight.

Note: For independent weekend travel during the remainder of the semester you may want to bring a small backpack.

PACKING FOR YOUR SEMESTER

The Essentials

- Important documents (passport, visa, itinerary, plane tickets, etc.)
- \$100 in local currency (make sure you have enough cash for a few days until you can find an ATM)
- Extra eye glasses/contacts
- Enough prescription drugs for the length of your stay (You will need to check to make sure you can bring them into the country and that you have proper documentation, i.e., a doctor's note)

- Backpack (for day trips and daily use) - You should use this as your carry-on so you'll have less luggage.
- Gifts for your host family and others (try to give gifts that are specific to the region where you live)
- Computer w/charger
- Camera w/cords and charger
- Adapters (changes the shape of the electrical plug) /converter (reduces or increases the current's voltage)

Clothing/Shoes (In general pack a week's worth of clothing)

- Jeans (2-3 pairs)
- Sweaters/Hoodies (2-3)
- T-shirts
- Long sleeve shirts (Make sure they are good for layering)
- Underwear (one week's worth)
- Pajamas (2 pair)
- Warm slippers
- Socks (a week's worth)
- Swimsuit
- One set of workout clothes (if you plan to)
- Coat/Jacket (water resistant with zip pockets and removable lining)
- One nice outfit (dress pants/skirt/dress) for special/formal occasions
- Decent walking shoes
- Flip flops
- Warm hat, gloves and scarf (for colder climates)

Toiletries

- Shampoo/Conditioner
- Toothbrush/toothpaste
- Soap
- Deodorant
- Disposable razors (and other shaving supplies)
- Brush/Comb (and hair ties if you have long hair)
- Tissues (highly recommended as many countries don't keep toilet paper in stock in the bathrooms)
- Feminine products
- Contraceptives
- Contact lenses and solution
- Over-the-counter medicines (aspirin, anti-diarrhea, anti-nausea, etc.)
- Nail clippers and nail file
- Suntan lotion
- Makeup

Misc.

- Playing Cards (good for long train rides and lighter than a pile of books)
- Small plastic bottles for toiletries for use in your carry-on or while traveling
- Refillable water bottle
- Purse
- iPod/MP3 Player (especially for long plane/train rides)
- Travel books for the region(s) you will visit (these can be found at the places you plan to visit too if you don't want to haul them around)
- Umbrella or rain coat
- Watch
- Sunglasses
- Journal
- Thin lightweight towel (preferably microfiber so that it will dry fast when you're traveling)

HOW TO PACK

DO NOT bring more than two normal-size suitcases and a carry-on. If you're only going for one semester, you only need one normal-size suitcase. Most students pack more than they need. You will be able to buy many of these things in your host country so you should pack just enough to get you through until you can go shopping.

Bring clothes that are easily layered for various climate conditions, do not need ironing, can be drip-dried, and are comfortable and durable. Also, remember that dark clothing does not show stains and dirt as much as light-colored clothing does. Most importantly, make sure that all of your clothes are interchangeable, i.e. any of your shirts can go with any of your skirts/pants, etc. This will provide you with many more "outfits" on a daily basis even with limited clothing items.

Put tape over the tops of containers with liquids to prevent them from opening and place them in plastic storage bags to prevent them from leaking onto other items in your luggage.

Remember that most electrical appliances will not work because of the different electrical current. Generally, laptop computers will work but you will probably need an adapter. It is usually better to just buy small electrical appliances (like hair dryers, curling irons, etc.) in the host country.

Lastly, you should keep your money, important documents, valuables, prescription medications, a change of clothing and some toiletries in your carry-on in case your luggage gets lost.

To avoid excess baggage fees, confirm luggage restrictions with both your domestic and international airlines (maximum number of bags, size, weight, etc.).

SIGNATURE SEMINAR

European Identity Signature Seminar
Hotel List
Fall 2013 as of Feb. 14, 2013

1. Berlin/Kreuzberg

*Tuesday to Friday, 20 through 23 August
(3 nights)*

TRANSIT HOTEL

Hagelberger Str. 53-54,
10965 Berlin, Germany
Phone ++49 30 789 0470
Fax ++49 30 789 04777

2. Krzyzowa

*Friday to Saturday, 23 through 24 August
(1 night)*

FUNDACJA D'la Porozumienia Europejskiego

58-112 Grodziszczce
Krzyzowa 7, Poland
Phone ++48 74 85 00 300
Fax ++48 74 85 00 305

3. Wroclaw

*Saturday to Monday, 24 through 26 August
(2 nights)*

HOTEL TUMSKI

Wyspa Slodowa 10,
50-266 Wroclaw, Poland
Phone ++48 71 322 6099/
++48 71 322 6088
Fax ++48 71 322 6113

4. Brno

Monday to Tuesday, 26 through 27 August (1 night)

HOTEL CONTINENTAL

Kounicova 6,
602 00 Brno, Czech Republic
Phone ++420 541 519 506
Fax ++420-5-4121 1203

5. Vienna

Tuesday to Saturday, 27 through 30 August (3 nights)

AO Hostel Vienna Stadthalle

Lerchenfelder Gûrtel 9-11
AT-1160 Vienna, Austria
Phone ++49 30 80947 5110
Fax ++49 3080947 5190

6. Regensburg

Saturday to Sunday, 30 through 31 August (1 night)

JUNGENDHERBERGE REGENSBURG

Wöhrdstr. 60,
93059 Regensburg, Germany
Phone ++49 941 4662830
Fax ++49 941 46628320

TRAVELING ABROAD

The Strasbourg semester starts with a pre-semester Signature Seminar, which begins in Berlin, German (fall) or Paris, France (spring).

There are two options with regard to travel to Berlin/Paris. You can choose to take a group flight offered by Advantage Travel, or you may choose to make your own travel arrangements and meet the group upon arrival in Berlin/Paris. Admitted students receive an email detailing both options.

GROUP FLIGHTS

Taking a group flight allows you the opportunity to travel to Berlin/Paris with other students on our program, as well as a Syracuse University group leader (East Coast departures only). Upon arrival in Berlin/Paris, you will be met at the airport by SU center staff and taken by bus to the hotel to begin the Signature Seminar.

Group flight tickets are round-trip. It is important to note, however, that flight escorts are not on the return flights to the U.S. **You are responsible for getting to the airport from Strasbourg on your own for your return to the U.S.**

INDEPENDENT TRAVEL

Students who choose to travel independently to meet the group in Berlin/Paris will receive an independent travel memo, detailing how to meet with the group upon arrival in Berlin/Paris. You will need to take a taxi from the airport in Berlin/Paris to the seminar hotel. Taxis are parked outside the airport and go to the local hotels for approximately 50 Euro (if you arrive at the same time as a group flight you may take the group flight bus to the hotel).

GUIDELINES FOR BOOKING INDEPENDENT TRAVEL

If traveling independently to Berlin/Paris, you must arrive prior to the group flight. If you would like to travel on the group bus from the airport, you should purchase a flight that arrives at least 2 hours prior to the group flight arrival time or the day before (you can make arrangements to stay at the seminar hotel at your own expense).

U.S. and Canadian citizens are allowed 90 days outside of the dates of your visa for travel. Your visa will be issued for the exact program dates (not your exact travel dates) so you must be certain that your arrival and departure from the EU fall within the allotted 90 -day window. For example, if you plan on arriving to the EU two days before the official program start date, then you must exit the EU within 88 days after the official program end date. **There are no exceptions, and failure to comply could result in immediate deportation and/or criminal charges.** Plan your travel accordingly! Syracuse University will not be responsible for students who fail to comply.

International students should check with the consulate before making travel plans regarding length of travel allowed around their visa and make their flight reservations accordingly.

LIVING IN STRASBOURG

HOUSING AND FACILITIES

MEALS

In Strasbourg, you will live with a host family who will provide you with breakfast seven days a week and an evening dinner five days a week (Sunday through Thursday). The Sunday meal may be replaced with a Friday evening meal by mutual agreement between you and your host. You are responsible for your other meals during the program period. We estimate the cost of meals will be \$2,400 per semester.

VACATIONS

You will be expected to leave your host's home for the mid-semester break, just as you leave your dorms when on your home campus.

STUDENTS IN FRENCH UNIVERSITY PROGRAMS

As you will be studying at either the Institut International d'Etudes Françaises (IIEF), the *Université de Strasbourg (UdS)* or the *Institut d'Etudes Politiques (IEP)*, you will remain in Strasbourg longer than students only taking classes at the SU Strasbourg Center, due to the universities' extended academic calendars.

MUSIC AND VISUAL ARTS STUDENTS

Students participating in the spring semester programs in music or the visual arts stay approximately four weeks longer than students only taking classes at the SU Strasbourg Center students. Your program fee will be adjusted to reflect these additional housing expenses.

TRANSPORTATION

As part of your program fee, you will receive a monthly bus/tram pass, which permits unlimited travel on the CTS network. You are responsible, however, for any travel costs after public transportation ceases to run (e.g. taxi fare to return home after a late social activity).

Bus and tram transportation

Strasbourg has an outstanding public transit system, the CTS (www.cts-strasbourg.fr). From Monday to Saturday buses and trams run frequently from early in the morning to approximately 12:30 a.m. For late-night travel, there are special bus lines. On Sundays and holidays, trams and buses run on a more limited schedule.

Bicycles

Many students choose to rent bicycles for the semester. Strasbourg has the most extensive system of bike paths of any city in France.

COMPUTER INFORMATION

Computers and wireless access are available in the Strasbourg Center during its regular hours:

Monday to Thursday: 8 a.m. to 6:30 p.m.

Friday: 8 a.m. to 6 p.m.

PERSONAL LAPTOPS

For general computer connections, you must ensure that your computer will work on 220/240-volt, 50-cycle current. Since nearly all laptops work on 100- to 240-volts, 50/60-cycle current, the only accessory that you will probably need is a **plug adapter**. These are available from most electronics stores.

At home: All host families have Internet access.

Additional Internet access: Many local cafés provide wireless access to their customers.

CELL PHONES

Most students purchase cell phones during their stay in Strasbourg. Further information will be provided during orientation in Strasbourg.

STAYING IN TOUCH

It is a good idea to have a designated time set aside each week to check in with family members at home so that they do not worry unnecessarily if they haven't heard from you.

NON-ACADEMIC RULES

STUDENT CONDUCT

SU Abroad is committed to your health and safety while you study abroad. You must be in good disciplinary standing with your home university to be eligible to study abroad and must maintain this standing throughout your term overseas.

SU Abroad participants are held accountable to the Syracuse University Statement of Student Rights and Responsibilities, the Code of Student Conduct, and the SU Abroad Standards of Behavior while overseas. Students are expected to conduct themselves in a manner supportive of the educational mission of the institution. Integrity, respect for the person and property of others, and a commitment to intellectual and personal growth in a diverse population are values deemed fundamental to membership in the Syracuse University community. For more detailed information on these policies, review the "Accepted Students" and "SU Abroad Policies" sections of suabroad.syr.edu.

DRIVING ABROAD

You should not own, rent or operate a motor vehicle of any kind during your semester abroad. Driving regulations and habits in many countries are different from those in the U.S. and driving overseas can be frustrating and potentially dangerous. Your family's liability insurance may not be valid overseas.

WORKING ABROAD

It is illegal to work in France unless your visa states that you have this option. (This restriction does not apply to students who work at the SU Center as part of their work-study program.)

SU Students Only: Work-study positions are available at the SU Strasbourg Center, but on a limited basis. If you have work-study as part of your Syracuse University financial aid package, you will be able to apply for available positions during orientation.

ALCOHOL

SU Abroad centers overseas are governed by the Syracuse University Policy on Alcohol, Other Drugs and Tobacco. Drinking to excess or placing yourself in a position in which you are not in control of your actions is dangerous to your health and safety, and to those of others.

Furthermore, drinking to excess reflects poorly on Syracuse University and on U.S. college students in general and guarantees that you will not be accepted by your host culture. Students will be subject to judicial sanctions for violations of Syracuse University and SU Abroad policies while overseas.

HEALTH AND SAFETY INFORMATION

The following is a brief overview of important information regarding health and safety while abroad. For more detailed information, review the “Health & Safety” section of suabroad.syr.edu.

HEALTH AND ACCIDENT INSURANCE

All students must have comprehensive health and accident insurance that will cover them outside of the United States for the duration of their study abroad program. In many cases, students will be required to provide proof of insurance in order to receive a student visa or residency permit. We recommend that you review the following issues with your parents and with your parents’ insurance provider:

- Health care is often just as expensive overseas as it is in the United States, so make sure you have the same amount of coverage abroad as you do in the United States. Check with your health insurance provider to see whether your health insurance will cover you while you are overseas. If so, you will most likely have to pay out of pocket for medical visits and then work with your health insurance company to get reimbursed once you return home.
- **If you are not insured** under a family policy or a campus policy that provides for overseas protection, you should enroll in an insurance plan designed for students living overseas. Contact our authorized insurance agent, Haylor, Freyer & Coon (1-800-289-1501 or <http://www.haylor-college.com/abroad>), and ask for a college specialist.
- If you have pre-existing conditions that short-term policies will not cover, such as asthma or diabetes, it may be possible to add a rider for overseas protection to your parents’ policy. Check your parents’ health insurance policy.

PERSONAL PROPERTY INSURANCE

To protect your possessions against fire, theft, and vandalism, you should check to see whether you have coverage under your parents’ homeowners insurance. If you don’t, you may want to consider purchasing short-term personal property insurance designed for students living overseas. Short-term insurance can be purchased through our authorized agent, Haylor, Freyer & Coon. If you would like more information, contact HF&C at 1-800-289-1501.

Important note: SU Abroad is not responsible for items that are lost, stolen, or damaged abroad. Make sure your valuables are covered by insurance.

INTERNATIONAL STUDENT ID CARD (ISIC)/PREPAID MASTERCARD

The ISIC is not an insurance card. It is used primarily as a form of identification and for student discounts. The card can also be used as a prepaid MasterCard and provides premium ISIC insurance coverage supplemental to your own insurance coverage. You must pay for medical costs up front, submit claims to your primary insurance for reimbursement, and then submit any uncovered costs to ISIC insurance for possible reimbursement. The cost of the ISIC is

included in your program fee. For more information on the ISIC and benefits, visit <http://www.myISIC.com>. **Note:** You must upload a passport-style photo and confirm your mailing address online by May 1 (fall) or November 15 (spring) so your card will arrive prior to your departure.

INTERNATIONAL SOS

Syracuse University is an institutional member of International SOS (ISOS), which has provided the best available emergency medical services for military personnel, U.S. government officials and staff, and other worldwide organizations and corporations for many years. This membership extends to you when you travel or live abroad as a participant of an SU Abroad program and includes a full range of medical and country-specific information, referrals, and emergency services 24 hours a day.

Use the SU membership number on the front of your ISOS card (11BCPA000177) to access the ISOS website before you go abroad (<http://www.internationalsos.com>). Here you can register your health records and medical history and find a network of physicians, specialists, hospitals, and specific medical recommendations for cities all over the world. Sign and carry the card with you. Your parents should record the membership number and website so they also have access. SU Abroad will mail your ISOS card prior to your departure.

- As a member, you have access to ISOS information services at no charge. These information services include news updates (including country risk ratings, State Department postings, medical travel recommendations, and immunization requirements), access to doctors via phone consultation, referrals to English-speaking doctors, care assessment, and translation services in case of hospitalization.
- While you have access to ISOS clinics and doctors around the world, delivery of such services must be covered by you and/or your health insurance policy.

Important note: The use of actual medical services (beyond information services) is not free. The ISOS program is not an insurance plan. You are still required to have health insurance that covers you abroad.

PRESCRIPTION MEDICATION

If you regularly take a prescription medication you should bring enough medication with you for the entire time you will be abroad. In most cases you will **NOT** be able to refill your prescriptions abroad without seeing a local doctor first, so make sure you have enough medication to last you for the entire semester.

DO NOT EXPECT TO RECEIVE PRESCRIPTION MEDICATION BY MAIL.

Note: If you are taking certain medications to treat ADD or ADHD, you should be aware that these medications may not be available in all countries and it is illegal to receive these medications via mail.

For more information regarding medication restrictions, please contact ISOS at 215-942-8478 or the ISOS Medical Team directly at 1-800-523-6586 (<http://www.internationalsos.com/en/index.htm>) so they can research your medication restrictions for you. When contacting ISOS please refer to Syracuse University's membership number: **11BCPA000177**.

You should ask your doctor for a generic breakdown (not just the generic name) of your prescription, so in case of an emergency you can refill it overseas if necessary. You should also bring a letter from your doctor to present to customs officials if you are carrying medication.

Additional information regarding health services and prescription medication can be found online at <http://suabroad.syr.edu/health/medicalcare.html>.

If you must receive medication by mail, check with ISOS or the consulate for your host country about the legality of receiving your medication abroad. The consulate should be able to inform you of the proper documentation, such as a physician's prescription, necessary for shipment.

The Electronic Embassy (<http://www.embassy.org>) has direct links to the websites of all the embassies of our host countries.

IMMUNIZATIONS

There are no immunization requirements for travel between the United States, Western Europe, Istanbul, Hong Kong, Beijing, or Santiago. However, travel to other parts of the world may require additional precautions. For additional information regarding recommended immunizations please contact the Center for Disease Control and Prevention at <http://www.cdc.gov/>; ISOS at 215-942-8226; or your local county health department, physician, or student health services for additional information.

ACCOMMODATIONS FOR SPECIAL NEEDS

We frequently have students in our program with special needs. To properly accommodate medical and dietary needs, we request advance notice. The health information and housing forms available on our website are voluntary and provide students with the opportunity to tell us about any special conditions.

DIETS AND ALLERGIES

To provide for a successful housing placement abroad, please let us know about any dietary or health-related restrictions that may affect your living arrangements. For example, disclose allergies to foods, pets, or cigarette smoke, or special dietary needs such as salt-free, vegetarian, or kosher meals. Though not all needs can be fully met, we make an effort to accommodate them when possible.

MEDICAL CONDITIONS

Being informed about special medical conditions such as diabetes, epilepsy, eating disorders, or psychiatric conditions helps us prepare to assist you in the event of an emergency. Please consult with your physician and/or psychiatrist before traveling abroad if you have any medical

or psychological concerns, and be sure that SU Abroad has received all the necessary information.

It is not possible for programs abroad to provide the full range of counseling services that are available on your home campus. Please be aware that adjusting to an overseas lifestyle may cause some stress. Often students, parents, or guardians believe physical or mental needs are negligible and most likely will improve when abroad. Our experience is that the information that you provide, no matter how minor, will save time in the midst of an emergency should one occur.

DISABILITIES

Syracuse University is committed to full compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 to the extent that those federal statutes, which protect the rights of students with disabilities, apply to the University's study abroad programs. You are not required to inform us of a disability; however, your doing so will help us assess your needs as a student and improve our ability to provide accommodations abroad. Because many accommodations require early planning, requests for accommodations should be made as early as possible. To request accommodations, students should fill out **Form #6: Students with Disabilities Voluntary Self-Identification Form – Accommodation Request** at <http://suabroad.syr.edu/acceptedstudents/post-acceptanceforms.html> (SU and visiting students).

For more information about university services to assist students with disabilities, students should contact the director of the Office of Disability Services at 315-443-4498 (voice) or 315-443-1372 (TDD/TTY).

For more information regarding study abroad and disabilities, consult Mobility International USA at <http://www.miusa.org>.

LEARNING DISABILITIES

If you have a learning disability, you may need some extra support abroad. Students who wish to inform us of their learning disabilities and request accommodations should fill out **Form #6: Students with Disabilities Voluntary Self-Identification Form – Accommodation Request** at <http://suabroad.syr.edu/acceptedstudents/post-acceptanceforms.html> (SU and visiting students). We ask you to document your disability and let us know well in advance where you may need accommodation.

In order to receive disability-related academic accommodations, students must first be registered with the Office of Disability Services (ODS) at Syracuse University. Students who require disability-related accommodations must have a current Accommodations Authorization Letter from ODS to provide to the instructor at the beginning of the semester. Accommodations, such as exam administration, are not provided retroactively; therefore, planning for accommodations at the beginning of the semester is necessary.

For more information about university services to assist students with learning disabilities, contact the director of the Office of Disability Services at 315-443-4498 (voice) or 315-443-1372 (TDD/TTY).

FINANCIAL INFORMATION

TUITION, PROGRAM FEES, AND COURSE FEES

You will be billed Syracuse University tuition plus a program fee. Program fees vary subject to a student's registration and housing requirements. The academic calendars at U. Strasbourg, U. Strasbourg – IEP, Conservatoire Strasbourg, and Haute Ecole des Arts du Rhin may differ from the SU Center and may require additional housing days. This billing may occur after the program has begun.

SIGNATURE SEMINAR

During the initial days of the program, you will participate in a required Signature Seminar. The program fee covers transportation during the seminar, hotel accommodations with breakfast, some group meals, entry fees and visits. Please refer to the "Budget" section for specific cost information.

FINANCIAL AID

Transferring Your Financial Aid from Your Home Institution (Visiting Students Only)

(This information does NOT apply to students from direct-billed schools.)

If you are matriculated at a university or college other than SU and are currently receiving federal financial aid, confirm that the aid will continue while you are studying abroad. The first step is to contact the financial aid office at your home school to determine whether your school will process financial aid for your enrollment in an SU Abroad program.

If your home college has policies that preclude it from processing financial aid for you while you are studying abroad with Syracuse University, you may be eligible for federal financial aid through Syracuse University but only if your home college agrees to sign a Consortium Agreement with Syracuse University. See the detailed instructions below for these options:

1. Home school processes your financial aid

- Complete the financial aid transfer form at <http://suabroad.syr.edu/finances/transferringfinancialaid.html>.
- Return it to SU Abroad with a copy of your school's Consortium Agreement.

Your home school may enter into a Consortium Agreement with Syracuse University in which it agrees to process your financial aid for your study abroad program. Your home school should forward a copy of its own Consortium Agreement to our office. Under this arrangement, your school will process your financial aid as if you were still enrolled at your home campus.

To arrange for the transfer of your financial aid to SU, we require your home school financial aid official and bursar to complete the financial aid transfer form, as noted above. You will receive a billing statement directly from Syracuse University.

-or-

2. Syracuse University processes your financial aid

- Complete the necessary documents at <http://suabroad.syr.edu/finances/transferringfinancialaid.html>.

If your home school will not process your financial aid, Syracuse University may be able to process your Federal Pell Grant, Federal Direct Student Loan, Federal PLUS Loan, or private alternative loan. To make arrangements for the processing, complete the following steps and return documents to SU Abroad:

- Go to www.fafsa.gov to update your FAFSA and have it sent to SU. School code: **002882**.
- Fill out the following forms:
 - SU Abroad Consortium Agreement
 - Syracuse University Federal Direct Loan Request form
 - Alternative Loan Request form

Disbursement of Federal Loan Funds

To receive your loan funds, you must sign a promissory note. Syracuse University cannot disburse your loan funds any earlier than 10 days before the first day of your program. All federal loans will disburse directly into your tuition account. The financial aid office will notify you or your parent(s) once the funds are credited to your account.

Refunds cannot be processed until the first day of school after the funds have been deposited in your tuition account and your enrollment in your SU Abroad program is verified. The Bursar's office will work in conjunction with SU Abroad to make sure your refund is delivered to you.

Disbursement of alternative loans

Alternative loan funds may disburse via electronic funds transfer (EFT) or by paper check, depending on your lender. Loan checks are made co-payable to you and Syracuse University. You must sign your check before it can be credited to your tuition account. If you are already overseas, the check will be sent to you for your signature. You may return the signed check to the SU Abroad staff; they will mail the check to Syracuse University on your behalf.

REFUNDS AND WORK-STUDY FUNDS

You should set up direct deposit online via MySlice to access your bursar refunds and earnings from work-study positions at SU Abroad centers. For instructions on requesting a refund, visit bursar.syr.edu. (**Note:** The process may take 7 to 10 business days.) Because refunds cannot be disbursed until your program has begun, **do not rely on your loan refund to cover expenses prior to your departure and while initially abroad.**

Work-study positions are available to Syracuse University students only and are not available at all SU Abroad locations.

EXPENSES

You must budget personal funds for all additional expenses you incur during a semester abroad.

You will purchase your English-language textbooks from the Strasbourg center. **Payment must be made by either MasterCard or Visa**, or through an SU Bookstore account. American Express is *not* accepted. Books in French must be paid for in cash (Euros).

BUDGET

This chart **estimates** an average budget for a study abroad experience in Strasbourg and can be used to help you plan your finances. Your costs may vary due to your program of study and individual spending habits.

Financial Planning Budget 2013-2014

One Semester

Syracuse University Tuition	\$19,485
Program Fee	\$ 7,500
<hr/>	
Billed by SU Bursar	\$26,985
Estimated Personal Expenses:	
Meals (meals not covered by program fee)	\$ 2,400
R/T Airfare	\$ 1,670
VISA Fees (travel to consulate not included)	\$ 300
Books / Supplies	\$ 670
Personal Expenses and Travel	\$ 3,100
<hr/>	
Estimated Program Cost	\$35,125

Other Billable Costs

Mandatory Course Fees (invoiced mid-semester). For the most recent fees, go to <http://suabroad.syr.edu/destinations/strasbourg/academic-information/>.

Study at Foreign Universities. Students opting into study at a foreign university may be subject to an additional program fee.

The program fee includes:

- All-school orientation and general field trips
- Living with a host family and 12 meals weekly
- Signature Seminar (hotel accommodation, breakfast, some group meals)
- International Student ID card and a bus pass
- Pre-departure materials and advising
- Fortifies the broad support we have in place for our students
- Services not covered by tuition and for which a separate fee is not charged

BANKING

You will find that you use cash more frequently in France than you do in the United States, especially for purchases of less than 10 euros. Your ATM card is the best way to get cash in France. ATMs are widely accessible in Strasbourg. Check with your bank to be sure your ATM

card can be used in foreign countries, and to get information on your bank's service fees for international ATM withdrawals.

If your ATM card is also a debit/credit card linked to the Visa or MasterCard network, you will get the best exchange rate and not be charged interest on purchases. Please note that cash advances against a Visa or MasterCard credit card incur interest charges immediately, so deposit funds into your account before going abroad so you are accessing your balance. Another advantage of the Visa or MasterCard debit card is that family members can deposit money into your account in the U.S, and you can access the funds almost immediately through ATMs.

BANK LOCATIONS

You should check with your own bank to see if they have a branch located in Strasbourg or a special relationship with French banks. Using ATMs at these branches or "sister" banks may reduce your fees when you withdraw funds.

TRANSFERRING FUNDS

If parents or family members need to send you money during the semester, they can deposit money in a U.S. bank account accessible through ATMs, which are available throughout France and Europe. Money can also be wired to a Western Union location. For complete advice on transferring money overseas, check with your bank before you leave.

CREDIT CARDS

A credit card in your name is required to purchase English language textbooks at the SU Center, and it can come in handy in an emergency. Visa and MasterCard are widely accepted all over Europe, while most businesses in Europe do not accept American Express. Cash advances against a regular Visa or MasterCard incur interest charges immediately. Let your bank and credit card companies know you will be living abroad for the semester so they do not suspect fraudulent activity when you access your accounts. Also make copies of both sides of your credit and ATM cards and keep them stored in a safe place. If a card is lost or stolen, you will still have access to the important contact and account information on your card.

MIDTERM BREAK

Students are responsible for their housing and meals during the mid-semester break and will need to cover the costs from their personal funds.

ACADEMIC INFORMATION

For the most up-to-date information on courses offered, visit the “Strasbourg” section of the SU Abroad website. Be sure to check periodically to note any changes, and remember that not all courses on the list are offered every semester. You should also review SU Abroad Academic Policies at *suabroad.syr.edu*. (Accepted Students > SU Abroad Policies).

ENROLLMENT POLICIES

- You are required to enroll on a full-time basis and register for at least 12 credits, not including credits for the Signature Seminar. You may register for up to 19 total credits, including the credits for the Signature Seminar, at no additional charge. Note that courses dropped after the financial deadline still count in your total billing credits.
- All new students are required to enroll in The European Identity Signature Seminar; second-semester students may repeat the seminar for credit, which has a different focus and itinerary fall and spring semesters, on a space-available basis.
- All students must register for a French language course or a course taught in French.

GRADES

Pass/Fail: Undergraduate students may request to take only one course on a Pass/Fail basis. Pass/Fail requests must be made by the appropriate deadline published in the seminar or semester academic calendar. Pass/Fail requests from SU students must be approved by the student’s home school/college, and students are advised to be aware of any college-specific restrictions and implications when requesting to take a course for Pass/Fail grading (see “Academic Rules” at *coursecatalog.syr.edu*).

Visiting students should find out prior to departure whether or not their home college will transfer credits taken for Pass/Fail grades. At Syracuse, a grade of “Pass” represents a D or better. Graduate students may receive Pass/Fail grades only for courses designated as Pass/Fail.

Not all SU Abroad courses may be taken on a Pass/Fail basis. A notation will appear in the course description for any course that cannot be taken on a Pass/Fail basis.

Audit: Undergraduate students enrolled for 12 or more semester credits may request to audit one course on a space-available basis with the approval of the instructor and the program director and subject to the instructor’s requirements and restrictions. Instructors may record a grading symbol of “NA” instead of “AU” if you don’t meet stated academic or attendance requirements. You may not change from credit to audit (or audit to credit) after the audit deadline published in the SU Abroad calendar.

Some courses may not be audited including: courses taken at a French university, applied music and ensemble courses, studio courses, experience-credit courses or internships, and courses required by the program. (Exceptions may be made for students enrolled in a graduate degree program.)

French university grades: Final grades for courses taken at a French university (U. de Strasbourg, Strasbourg Conservatory, HEAR) may not be received and posted to SU's student records system until late February for fall semester and the middle of August for spring semester.

At Syracuse University, all work for registered classes must be completed on or before the degree certification date. Graduating seniors should seek advice from their home college regarding their degree certification date.

TRANSFER CREDIT FOR VISITING STUDENTS

In addition to seeking preapproval of courses you would like to take overseas (see the "Registration" section below), you also need to know your institution's policies concerning grades and the transfer of credit. The unit of credit at Syracuse University is the semester hour, where each three-credit course represents a minimum of 37.5 contact hours. Colleges and universities generally accept Syracuse University courses for transfer credit, but you should be certain to know the minimum grade requirement and any other criteria that your institution may have regarding the transfer of credits toward your degree. Undergraduate courses at SU are numbered 100-499, joint undergraduate and graduate courses are numbered 500-599, and graduate courses are numbered 600 and above.

TRANSCRIPTS FOR VISITING STUDENTS

Your home college or university will need an official transcript from Syracuse University in order to award credit for your semester on an SU Abroad program. **Transcripts are not issued automatically** – you need to submit a written request to the SU transcript office after your semester abroad ends and you have confirmed that all your grades are posted and you have no financial holds. Please visit our website for detailed instructions on requesting your transcripts: <http://suabroad.syr.edu/acceptedstudents/requestingyourtranscript.html>.

SU LIBRARY RESOURCES

Syracuse University's Bird Library has extensive online journals, databases, and other resources available to you 24 hours a day while you're studying abroad. Visiting students have access to some of these resources upon acceptance and full access by the start of classes. Full access requires students to use their SU ID number (mailed prior to departure) and to activate their NetID. Please visit our website for more information: http://library.syr.edu/services/work_off_campus/suabroad/index.php.

REGISTRATION

You will receive an academic packet via email with an updated list of center course offerings and a timetable of classes, which you will use to plan your schedule. The packet will contain a course request form. This is an advising form on which you will list your preferred courses and alternate selections. We strongly recommend that you have this form (for visiting students, a similar form used by your home school) reviewed and signed by your home college advisor so you know whether and how the courses will count in your degree program. Actual course registration occurs in Strasbourg.

PROGRAM OPTIONS

You have been admitted to one of the following Strasbourg programs:

- **SU Strasbourg Center:** Students take courses at our Strasbourg center from among offerings in the humanities, social sciences, and international communications. Students must take an appropriate-level French language course or a course taught in French.
- **SU Strasbourg Center and French Language Institute*:** Students accepted to this program take intensive French language and culture courses together with other international students at the Institut International d'Etudes Françaises (IIEF) of the Université de Strasbourg. Students typically take an intensive 6-credit language course and one or more 1-credit courses taught in French in such areas as French literature, French culture and society, French art history, and international relations. Most students combine IIEF course work with courses and/or internships offered through the SU Strasbourg Center. Courses in French history and literature are taught in French at the SU Center each semester; in spring semester, the Center also offers an art history course taught in French.
- **SU Strasbourg Center and University of Strasbourg*:** Students admitted to this program may take humanities or social sciences courses alongside French undergraduates at the Université de Strasbourg where courses are taught entirely in French. Specific classes are selected after arrival in Strasbourg, when course offerings and schedules become available. Schedule permitting, students may combine these courses with courses and/or internships offered through the SU Strasbourg Center and/or with courses offered at the IIEF through the French Language Institute program above. Courses in French history and literature are taught in French at the SU Center each semester; in spring semester, the Center also offers an art history course taught in French.
- **SU Strasbourg Center and Music Performance* (spring semester only):** This program is for music majors or students with an equivalent level of music theory and performance training. Students admitted to this program take required courses in music theory and history as well as applied instruction on their principal instrument. Faculty at the Conservatoire de Strasbourg offers the music history, applied music study, and ensemble opportunities. An SU School of Music professor in residence teaches the music theory courses. Students in this program are required to take a French language course or a course taught in French through the SU Strasbourg Center and may also take a music literature or academic elective.
- **SU Strasbourg Center and Studio Arts* (spring semester only):** This program is for studio arts majors with at least one semester of college-level French. Students admitted to this program take six to nine credits of studio arts courses at the Haute Ecole des Arts du Rhin (HEAR). Students must also take an appropriate-level French language course or a course taught in French through the SU Strasbourg Center and may also take academic electives at the Center.

***Note:** Because these programs follow the calendars of the French universities, program dates and fees will vary. Refer to the "Housing" page for additional information.

INTERNSHIPS

Our staff in Strasbourg will review requests for an internship once you submit the internship request form and your résumé. While we cannot guarantee a specific placement, we attempt to find a suitable match between your background and interests and an available position. All placements are subject to an on-site interview overseas and cannot be finalized until after you arrive in Strasbourg. **If you intend for an internship to meet a degree requirement, you should discuss this with your home college or major advisor before you go abroad in addition to informing Strasbourg staff.**

Note that approval for internship credit is based on the proposal you submit once your internship is finalized in Strasbourg. This form is subject to review by the appropriate academic department and your home school or college (visiting students' forms are reviewed at SU Abroad after receiving departmental approval). Nearly all community internships are registered under the non-departmental rubric IPA (International Internship Abroad). Most internship placements are registered for one or two credits (based on hours fulfilled on-site and on departmental and/or home school policy).

INDEPENDENT STUDY

Requests to take an independent study must be approved by May 15 for the fall semester and November 15 for the spring semester. Independent study requests are usually approved only when it is necessary to meet a degree requirement that cannot be fulfilled by a Strasbourg course offering and to stay on track for graduation. Also, an appropriate faculty sponsor and research materials must be available in Strasbourg. To begin the approval process, contact Jackie Lewis-Frenay at jdlewis@syr.edu or 1-800-235-3472.

KEY PROGRAM DATES

SYRACUSE UNIVERSITY IN FRANCE

Fall 2013

Group Flight Departure	August 19, 2013
Signature Seminar Begins	August 20
SU Center Classes Begin	September 4
Financial Deadline	September 25
SU Center Semester Break *	October 25 – November 3
SU Center Final Exams Begin*	December 6
SU Center Program Ends*	December 13

*Other programs, which include classes at local universities, may have different break and exam periods and program end dates. Students taking classes at the University of Strasbourg should be prepared to stay until on or about December 22 and may be charged a supplemental program fee to cover extra room and board expenses. All students receive detailed program calendars upon arrival abroad and should not plan personal travel until they know when their academic commitments (classes, required study tours, exam periods, etc.) are scheduled.

GLOBAL AMBASSADORS/STUDENT PEER ADVISORS

The students listed below recently participated in the SU Strasbourg program and would be happy to answer any questions you have.

Name	College/School	Major	E-mail
Fall 2012			
Rupert, Claire	Syracuse U.	International Relations	cerupert@syr.edu
Spring 2012			
Cradit, Justin Patrick	Wake Forest U.	Political Science	cradjp9@wfu.edu
Flaherty, Olivia	Syracuse U.	Linguistics	ocflahe@syr.edu
Jarmus, Daniel William	Syracuse U.	International Relations	dwjarmus@syr.edu
Lara, Fabiola Andrea	Syracuse U.	International Affairs	falara@syr.edu
Matthews, Lucile Pritchard	Syracuse U.	French	lpmatthe@syr.edu
Monde-Anumihe, Chinenye Leno	Syracuse U.	International Relations	clmondea@syr.edu
Morey, Sara Kelly	Syracuse U.	Music Education	samorey@syr.edu
Steinberg, Carolyn	Syracuse U.	Music Education	csteinbe@syr.edu