UNO Writing Workshops Abroad
Brunnenburg, 2015

PRE-DEPARTURE GUIDE

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PASSPORT & VISAS

**PASSPORT:** If you do not have a valid passport, you should be applying for one now. If you have one and it is set to expire within 6 months of your return, get a replacement immediately.

You can obtain one at a passport agency, many post offices, or online at [http://www.travel.state.gov](http://www.travel.state.gov). They can take several weeks to arrive, so be prepared!

In the event that you lose your passport in Europe, notify the local police and the U.S. Embassy, along with the Academic Director. You should have uploaded a copy of your passport to our website. Also, make two copies of your passport (the information/picture page) so you can keep a copy in your luggage and leave another copy with someone at home. This will make getting a replacement much easier.

Some hotels and hostels may require your passport information at the front desk during your stay. This is normal procedure, but make sure you give your sensitive information only to the official who asks for it.

**VISAS:** Visas are not required for U.S. citizens who stay in Europe for less than 90 days and who do not earn money while there. All students who are not U.S. citizens are responsible for obtaining visas for travel in Europe, if necessary. If this applies to you, notify the Academic Director and contact your country’s consulate for more information on visa requirements.

SAFETY PRECAUTIONS

When traveling overseas, there are some precautions which you should follow in order to travel safely:

• Never keep all your documents and money in one place and make duplicate copies of your documents.
• Let people know where you are going and when you expect to return.
• Be cautious when you meet new people and do not bring them back to your apartment.
• Always be cautious and aware of your surroundings.
• Do not leave your bags or belongings unattended.
• Do not agree to watch or carry a stranger’s belongings.

LEGAL ISSUES: It is important to understand that all participants are expected to follow the local laws. If arrested, you may be held in detention for months during the investigation and legal proceedings. Neither the program nor the U.S. Department of State will be able to assist you.

TRAVEL ADVISORY

You should realize that any time you travel abroad there is potential for danger due to crime, political unrest, and unforeseen circumstances that will delay your travel plans. We cannot list every possible scenario in this newsletter. Therefore, we recommend that if you have any concerns about traveling to a particular place, you can contact the U.S. Government Travel Advisory. This can be found online at [http://www.travel.state.gov](http://www.travel.state.gov). You should also register with the Smart Traveler Enrollment Program (STEP): [https://step.state.gov/step/](https://step.state.gov/step/)

*The University of New Orleans Division of International Education does not warrant or guarantee the accuracy or effectiveness of the information provided. This information is presented only as suggestions for a safe trip and is intended generally to help students and their families in planning their international travel and education experiences.*
PARTICIPANTS SHOULD:

- Read and consider all materials issued by the sponsor that relate to safety, health, legal, and cultural conditions in the host country.
- Consider their health and other personal circumstances when applying for or accepting a place in the program, and alert UNO of all physical, mental, and other personal data that is necessary in planning for a safe and healthy study abroad experience.
- Assume responsibility for all elements necessary for their personal preparation for the program and participate fully in orientations.
- Inform parents/guardians/families about their participation in the program, provide emergency contact information, and keep them informed on an ongoing basis.
- Understand and comply with the terms of participation, codes of conduct, and emergency procedures of the program.
- Be aware of local conditions and customs that may present health and safety risks when making daily choices and decisions. Promptly express any health or safety concerns to the program staff or other appropriate individuals. Become familiar with procedures for emergency health and law enforcement services.
- Accept responsibility for their own decisions and actions, and behave in a manner that is respectful of the rights and well being of others, and encourage others to behave in a similar manner.
- Follow the program policies for keeping program staff informed of their whereabouts and well being.

PARENTS/GUARDIAN/FAMILIES SHOULD:

- Obtain and carefully evaluate health and safety information related to the program, as provided by the sponsor and other sources.
- Be involved in the decision of the participant to enroll in the study abroad program.
- Engage the participant in a thorough discussion of safety and behavior issues, insurance needs, and emergency procedures related to living abroad.
- Be responsive to requests from the program sponsor for information regarding the participant.
- Keep in touch with the participant while he/she is overseas.

STUDENT REGULATIONS

Upon arrival in Brunnenburg you will receive a packet of information, including a “Statement of Responsibilities” with which you will be expected to comply. These rules of conduct govern a set of citizenship standards: living together in the castle, respecting suitemates, neighbors, and citizens of Brunnenburg, avoidance of disorderly conduct, drugs, dishonesty, criminal acts, academic cheating, damaging property, etc. On the program, students are also governed by the University of New Orleans policy and procedures as indicated in the “Student Handbook” of the University of New Orleans.
One very important item of consideration when planning your trip is money. The currency in Italy is the Euro, or €, which converts into approximately $1.10. Many U.S. banks will allow you to exchange dollars for Euros prior to departure, if you give them advanced notice. Many students like to have €20-50 with them when they travel for piece of mind, although there will be ATMs available in the airport when you arrive.

Once in Italy, the easiest way to get Euros is with your ATM card. Make sure you remember your PIN! You can also use your credit card to make purchases, but stick to Visa, MasterCard, and American Express. Most places accept American credit cards, but it comes in handy to carry cash. Travelers’ checks are not recommended, as many stores do not accept them.

**ALERT:** Check with your bank to make sure that your ATM/Debit/Credit card is “validated for Europe.” Many banks have a new security policy that may make your card invalid outside of the U.S. You should also let your bank know that you will be traveling internationally and that there will be some transactions in foreign currencies. Verify with your bank that you can withdraw cash in a country other than the U.S.

If you have cash and wish to exchange it, there are places other than banks that will exchange money for you, but the charges can be exceptionally high, so we don’t recommend it. Exchange as much money as you feel safe carrying around and no more. In case of a financial emergency, a credit card can be very helpful. If you need to have money wired from home, it is best to have someone in the States wire it through a major bank that has a local office near your current location. This process can be both complex and expensive, so do your best to avoid it.

**HOW MUCH?** The best rule of thumb is to take enough to be comfortable. You will have a much better time if you don’t have to worry about every purchase. Take enough to cover your anticipated expenses and then a little extra. $300 to $400 per week is the suggested amount to cover evening and weekend meals, travel, and other personal expenses, *but it is possible to spend considerably more or less than that.*

If you are going over early on your own or travelling on free weekends, you will need to consider transportation, food, and lodging outside the program activities. If you intend to remain on campus during these weekends, then your expenses will be considerably less. Consider the costs of evening meals during the week and the costs of souvenirs, taxi and bus fares, etc. By planning in advance you will be better prepared for your trip. Spend your money wisely, but don’t forget to have a good time!

**BUDGET YOURSELF:** Calculate what you have already paid, what is included in what you have paid, and what else you might need to pay for in Europe. Some items to include in your budget are gifts, souvenirs, non-sponsored weekend trips, transportation, personal items, recreation, food (not included in the program),
WHAT TO BRING

PACKING

We suggest you pack the following in your carry-on luggage:

- This guide
- Your passport
- Some cash (including Euros if you have them)
- Bank and credit cards
- A change of clothes
- Immediate essentials such as prescription drugs and personal supplies
- Camera
- Computer
- Universal adapter (not a converter)
- Cell phone
- Minimal toiletries.

Check airline policies and http://www.tsa.gov regarding baggage allowances and what you can and cannot bring on a plane.

COMPUTERS: It is important that you bring a laptop computer with you for personal and academic use while in Brunnenburg.

ELECTRICAL ITEMS: You will need to bring plug adapters (not converters) for electrical appliances such as laptop computers, camera chargers, etc. The adapter you need is called "Grounded US to European" or "Universal Voltage Adapter," and can be found at Wal-Mart, electronics stores or online. Universal adapters may be the smartest choice, especially if you plan to travel to other European countries.

It is not advised to bring hair dryers, straighteners, curling irons, electric razors, toothbrushes, or anything else that requires U.S. voltage. The voltage in Italy will ruin it and converters are unreliable, heavy, and not worth the expense. It is usually better to buy small appliances like these in Italy.

CLOTHING: You should be prepared for some cool nights as well as for warm days. You should bring a light jacket and a sweater. Layers are the way to go. You should plan to wear outfits more than once to maximize luggage space.

Be sure to bring some good walking shoes and socks. You will be doing a lot of walking, both in town and on our excursions. A blister on your foot can be a major distraction from the experience.

Don’t over pack! You have to carry everything to and from the airport and to various places if you travel afterward, so plan accordingly. Remember that you’ll bring home more than you take with you; leave room in your suitcase for souvenirs.
**Clothing:**
- 1 light jacket
- 2 pairs of jeans/slacks
- 2 pairs of shorts
- 1-2 dress shirts
- 3-4 casual shirts
- sturdy, comfortable shoes for walking
- socks
- underwear
- belt(s)

**For Women:**
- 1-2 casual dresses or skirts

**For Men:**
- 1 dress shirt & slacks for special occasions

**Additional Items You May Need:**
- Extra set of eyeglasses
- Smaller bag for weekend trips and extra travel
- Calculator for quick currency conversions
- iPod/mp3 player
- Travel sewing kit
- Vitamins and medications
- Sunscreen
- Sunglasses
- Electrical adapter
- LAN cable
- Bathing suit
- School supplies
  - Textbooks
  - Computer
  - Notebook(s)
  - Writing utensils
Brunnenburg Castle is situated in the province of South Tirol or Alto Adige in northern Italy. It graces a hillside near the mountain village of Dorf Tirol, with spectacular vistas of the Adige Valley and the Italian Alps. South Tirol, which borders on Austria and Switzerland, is an area of both Germanic and Italian influences. The village of Dorf Tirol, for example, is predominantly Tirolean-Germanic in culture, whereas Italian influences are more evident just a few minutes down the valley in Meran. The South Tirol or Alto Adige province, together with the neighboring Trentino province, today forms an autonomous region within Italy that enjoys a high degree of administrative and cultural independence from Rome. Brunnenburg Castle, originally built about 1250, exists reconstructed today as a viable working estate complete with vineyard. It neighbors Schloss Tirol, the twelfth-century castle which gave the region its name, after the long line of nobility who resided there. Today, both Brunnenburg and Schloss Tirol are keepers of history, as well as centers of cultural and scholarly activity. Brunnenburg has been the residence since World War II of the de Rachewiltz family, relatives of the poet Ezra Pound, who also lived and wrote there. Pound’s grandson, Dr. Siegfried de Rachewiltz, is recently retired Director of Schloss Tirol and Director of the Brunnenburg museum. Himself an ethnologist, with degrees from Rutgers and Harvard, Dr. de Rachewiltz established a museum at Brunnenburg dedicated to the ceremonial and agricultural life of South Tirol. In addition, Brunnenburg also houses an extensive artifact collection from Africa, as well as a display of some of Pound’s original publications, papers, and personal items.

John Gery has directed the Ezra Pound Center at Brunnenburg since its inception in 1990. His books of poetry include The Enemies of Leisure (1995), Davenport’s Version (2003), A Gallery of Ghosts (2008), and Have at You Now! (2014). His poetry has appeared in Gulf Coast Review, New Orleans Review, New South, Paris Review, and elsewhere, and his work has been translated into seven languages. Gery has also published criticism on a wide range of poetry, co-edited two anthologies of contemporary poetry and is a collaborative translator of works from Serbian, Italian, Armenian, Chinese, and French. He has received an NEA Creative Writing Fellowship, a Fulbright (Serbia), and has lectured at universities throughout the U.S. as well as internationally. He is currently Secretary of the Ezra Pound International Conference and Series Editor of The EPCL Book Series at UNO Press.

Mary de Rachewiltz is best known for her acclaimed memoir, Ezra Pound, Father and Teacher: Discretions (New Directions, 1975, 2005), an autobiographical evocation and literary tribute to Pound's life and works, especially during his years in Italy. Ms. de Rachewiltz is also an internationally recognized poet and translator of modern poetry. Among other translations, she has translated Pound's poetry, including all of his master epic The Cantos, from English into Italian. She has also published her own essays and poetry throughout Europe and the U.S. and has numerous collections of poetry, including in the U.S. Family Tree (1997), Whose World? (1998), and For the Wrong Reason (2002). De Rachewiltz has lectured extensively about her father's works, often as a keynote speaker, and has served on literary boards and panels throughout the world. In addition to participating in UNO's Ezra Pound Center for Literature at Brunnenburg, she has taught in association with Guilford College, St. Andrew's College as well as other colleges and universities.
Participants meet at the airport in Munich and take a chartered bus to Brunnenburg, a two hour ride through the Alps. The first two weeks are given over to study and to hiking and sight-seeing in the lovely Italian Tirol. Then come three days and nights in Venice, with tours of the city led by John Gery, stopping at points of particular interest to Pound for readings from the poems. The group then returns to Brunnenburg for a final week of study. Weekly salons and receptions are held throughout the program, with readings by students, faculty, and special guests.

**TELEPHONING**

**How can you call home?**

1. VOIP Programs, such as Skype and Google chat.
2. European cell phones can be purchased relatively easily (and inexpensively) in Italy. There are numerous prepaid SIM card options, with various perks, depending on the provider. We will assist with this process during your arrival weekend.
3. Your U.S. cell phone may also be used, but it will be expensive.

**Explanation of numbers and dialing codes:**

- International number from U.S.: 011
- Italy country code from U.S.: +39
- International number to the U.S.: 001 + area code + phone number

**HOUSING AND MEALS**

Students reside in a renovated 17th-century farmhouse within the castle compound which can accommodate up to 16 people in single and double rooms. Participants share bathrooms, laundry facilities, and a communal kitchen. Breakfast and lunch are provided Monday - Friday. One dinner a week is also included. Hotel accommodations for three nights with breakfast and one other meal are also provided on the field trip to Venice. For weekend meals and dinners not provided during the week, former participants have enjoyed purchasing supplies in the local markets for cooking and picnics, or discovering the local inns and restaurants.

**PROGRAM STRUCTURE**

The program includes classroom instruction, a trip to Venice and special events, including guest lecturers and poetry readings, as well as volunteer work days on the castle estate. Participating students can earn three or six semester credit hours in one or both of the following courses:

- ENGL 4391/5391 The Poetry of Ezra Pound (3 credits)
- ENGL 4163/6173 Poetry Writing (3 credits)

Auditors interested in attending the courses on a non-credit basis are also welcome, as space permits. Transfer credit is possible through the Registrar’s Office of the University of New Orleans. UNO’s Division of International Education will provide all students accepted into the program with two books (Mary de Rachewiltz’s *Ezra Pound, Father and Teacher: Discretions* and Martha Ward’s *The Hidden Life of Tirol*), cultural information, travel tips, maps, and a Brunnenburg Newsletter. Students receive this material at no additional cost prior to departure from the U.S. Group orientation is conducted on-site.
Medical Facilities: Students should notify the program staff if medical attention is needed. More serious illnesses will be referred to a local doctor or hospital. Italian health services are socialized, so you can be assured of medical attention at a reasonable cost.

You can purchase medication upon arrival in Italy. Note: restrictions on major medications can be different overseas. If you take medication that might be considered a stimulant or a controlled substance (i.e. Adderall), check local law. Some substances are illegal in different countries. You will not be able to get medication with a U.S. prescription.

Medical Responsibility: As a student you should be aware that there are certain risks inherent in international travel and that the University of New Orleans, as a State of Louisiana educational institution, cannot assume responsibility for all or certain of your activities while traveling. You should also be aware of your medical needs and consult with a medical doctor prior to departure regarding any personal needs while abroad. Also, be sure that you have returned the "Medical History Form" form to the UNO Division of International Education. Full disclosure of all medical history is required on the Medical Report Form. Failure to disclose any information may result in termination from the program.

Medical Insurance: Each student is covered by the University of New Orleans' Study Abroad Insurance Plan as part of the program cost. This comprehensive medical/accident insurance policy covers you from the time you leave the U.S. (June 22) until the program departure date (July 20). If you wish to travel before or after the official dates of the program, you can extend the policy by contacting T.W. Lord and Associates at 1-800-633-2360, or info@twlord.com. Please refer to the Study Abroad Insurance Page at http://inst.uno.edu/insurance.cfm for more information.
STUDENT RESPONSIBILITY

The University of New Orleans or its agents assume no responsibility or liability in connection with the service of any train, vessel, carriage, aircraft, motor coach, or any other conveyance which may be used wholly or in part in the performance of their duty to the participants. Neither will they be responsible for any act, error or omission, or for any injury, loss, accident, delay, or irregularity which may be occasioned by reason of any defect in any vehicle, or through negligence or default of any company or person engaged in conveying the participants; or, for any hotel proprietor, or hotel service, or for any other person engaged in carrying out any services in connection with this program. In the event it becomes necessary or advisable for the comfort or well-being of the participants, or for any reason whatever, to alter the itinerary or arrangements, such alterations may be made without penalty to the operators. Any additional expenses shall be borne by the participants. The right is reserved to cancel the program should conditions warrant, also to decline to accept or retain participants as members of the program. The airlines concerned are not responsible for any act, omission, or event during the time the passengers are not on board their planes or conveyances. The passenger contract in use by the airline concerned, when issued, shall constitute the sole contract between the airline and the purchaser of this program and/or passenger. Similar responsibility as noted above applies to all types of carriers, including car rental companies.

WEBSITES

These sites have helpful information and are good for planning before and after the program.
- UNO Division of International Education's official website: http://inst.uno.edu/
- STA Travel web site: http://www.statravel.com/
- Frommers travel books and other travel information: http://www.frommers.com/
- US Government Travel Advisory web site: www.travel.state.gov/
- US Passport Services: http://travel.state.gov/passport/
- US Department of State site for student travelers: http://studentsabroad.state.gov/
- Kayak: http://www.kayak.com/

U.S. CUSTOMS

When returning home, keep in mind that U.S. Customs requires you to declare all purchases acquired abroad. Therefore, be sure to keep the receipts for all the major items you buy. For a more detailed description of what you can and cannot bring back and what it might cost you, get a copy of the U.S. Customs publication "Know Before You Go."