THE INTERNATIONAL SUMMER SCHOOL
Innsbruck, Austria

PRE-DEPARTURE GUIDE

In Partnership with the University of Georgia
Don’t expect the Hilton, but the RÖSSL is nice and we think you will appreciate the clean and comfortable rooms. Each room has a desk and bookshelf as well as a locking closet and a private bath. Housekeepers (Putzfrauen) clean your room and make the bed daily. They regularly provide fresh hand and bath towels and change the bed linens once a week. However, they have been known to refuse to enter a room that is too messy! Try to get to know the Putzfrau responsible for your floor and you both will benefit.

FRONT DESK:
The front desk at the Rössl is staffed 24 hours a day. The front desk staff will also do their best to assist you, whatever the problem or question may be. In the event of an emergency the Rössl will get in touch with the proper authorities.

BREAKFAST: A generous breakfast buffet is served at the Rössl on classdays from 6:45 – 10:00 am.

PHONES: THE PHONE NUMBER FOR THE RÖSSL IN DER AU STUDENT DORM:

011-43-512-275-701
(Innsbruck is 7 hours ahead of U.S. Central Standard Time!)

The (011) is the international access code, the (43) is the country code for Austria, the (512) is the area code for Innsbruck, and 275-701 is the number of the front desk at the Rössl. The English-speaking Austrian staff will answer this number and take messages for the students. The Rössl in der Au no longer has phones available in the dorm rooms. This was due to the increased use of cellular phones by the Innsbruck students. Therefore, we have arranged for an outside cellular phone company to sell prepaid phones to the students at check-in, for a very reasonable cost – Approx. €30 for the phone which includes €1 of talk time. You will receive more info on purchasing a cell phone at a later date. Please indicate on the Pre-Departure Information Form online whether you want to reserve a cell phone.

YOUR MAILING ADDRESS IN INNSBRUCK: Please have all mail sent to the following address:

(your name)
THE INTERNATIONAL SUMMER SCHOOL
 c/o Hotel Rössl in der Au
 Höttinger Au 34
 A-6020 Innsbruck
 Austria, Europe

Please give this address to anyone who needs it, especially your immediate family. Be sure to include the "THE INTERNATIONAL SUMMER SCHOOL" in the address, so that the mail can be separated more easily. Please have all mail sent to the Rössl student dorm.

Please Note:

All students are required to check in at the Rössl in der Au on July 2.
Check-in is from 12:00pm – 5:30pm
The Mandatory Orientation will start at 6:00 pm on July 2.
GETTING THERE:

If you will be arriving independently, or miss our transfer from the Munich Airport (last bus leaves at 12:00 noon), you need to know how to get from the Munich airport to the Rössl in der Au in Innsbruck.

1. By Train:
To get from the airport to the central Munich train station, follow directions in the airport to the underground S-BAHN. The S-BAHN is the local transit train, combining subway and elevated tracks. It will take you directly to the Central Munich train station, called the HAUPTRAHNHOFF. From there, take the first train going south to Innsbruck. Trains run often between the two cities, so you probably won't have to wait very long. The train ride is approximately 2 ½ hours.
To get to the dorm from the Innsbruck train station, we recommend taking a taxi. Taxis are lined up at the Innsbruck train station. Take the taxi at the head of the line. Just tell the driver that your destination is the "Rössl in der Au" and he/she will know exactly where it is. The taxi should cost approximately €8 Euro (about $10).

2. By Shuttle:
You can also arrange for Four Season’s Shuttle service to bring you from the Munich Airport to Innsbruck. You can book your shuttle online at: http://www.airport-transfer.com/ or contact them at office@airport-transfer.com. If you go online, just click the US Flag icon on the top right and it will take you to the booking page. You need a credit card to hold your reservation, but they do not charge the card. You have to pay cash to the driver in Euro. A one way shuttle is about EUR 50 (approx. $75.00) and you can get Euro at an ATM in the Munich airport. To find the Four Season’s Counter in the Munich Airport, go downstairs to the Central Area (Zentralbereich) and then follow the signs for car rentals/transfer services.

Please note:

LOST KEYS

The Rössl in der Au dormitory is required by Austrian Law to replace the entire locking mechanism on the door to your room in the event that your key is lost (cost approx. $350.00). This is due to the heightened security measures that Austria is taking to ensure that residents and their belongings are safe and secure. All Austrian students who live there during the year must pay this deposit in advance. The University of New Orleans has negotiated with the dormitory to allow all students to hold their key deposit with a credit card instead of paying the $350 key deposit in cash upon check-in on July 2nd. The Rössl in der Au and UNO understand that this is a large amount for a student to pay for a lost key. To help prevent your key from being lost, the dormitory has offered to supply each student with a key lanyard. Your authorization for this key deposit was granted to the University of New Orleans at the time of your application to the International Summer School program.

ROOM DAMAGES

Students are required to complete a Room Damage Report during the first two days in Innsbruck. This form will protect a student from being charged for damages found in the student’s room upon arrival. If a student does not complete this form, s/he will be responsible for any damages found in the room during or after the program. If any damages occur during the program dates, the student will be charged on-site. If damages are found after departure of the student, the student’s transcript will not be released by UNO until the cost for the damage repair has been paid for by the student. If a damage occurs in a double room, the cost for unclaimed damages will be split between both room residents. If a student does not pay for the damage repair, the program administration will notify the student’s home institution and the student will be subject to all applicable laws.
The ABC’s of the International Summer School in Innsbruck

ADMINISTRATION – PROGRAM OFFICES:
The main administrative office is located at the University of Innsbruck SOWI campus, near your classroom building. In this office you can purchase any photocopy packets of readings you may need for your classes, sign up for special excursions and conduct other business. Staff members will be available during posted office hours to assist you in every way possible.

BULLETIN BOARD:
An official bulletin board will be located in the dormitory. Daily and weekly schedules, sign-up sheets for activities, cultural events, rules and regulations, and other important information notices are posted for you here. It is very important that you check the board every day for the latest announcements.

CAMERAS:
Don’t forget your charger, memory card and cable to upload. Also, if you bring an expensive camera, you must register it with customs before leaving the US.

CAR RENTAL:
We DO NOT advise car rental for students. Driving customs are different in Europe and accidents are usually serious. The public transportation available (buses, trams, trains) are convenient, reliable, easy, and safe. Most of our students have some sort of rail pass and therefore should have no need to rent a car. Nonetheless, please be advised that the use of an automobile on the Austrian interstate (Autobahn) now requires a special tag, called a VIGNETTE. The tags can be purchased for the week, month or year. A week tag costs approx. 6 Euro and is valid from Thursday of one week through Thursday of the next. Large fines are imposed on those caught traveling the Autobahn without this permit. You will also need to have a valid international driver’s license, which can be purchased at any AAA office.

The University of New Orleans Division of International Education assumes no responsibility for injuries or mishaps of any kind incurred while using a rental car or vehicle in Innsbruck and its environs, as well as a rental car or vehicle in Europe in general. Students assume all risk incident to the use of any rental vehicle.

CLUB INNSBRUCK:
Staying in Innsbruck for six weeks, you automatically become a member of CLUB INNSBRUCK. In the information packet, which you will receive upon your arrival, you will find your personal CLUB INNSBRUCK membership card. Many museums and cable car companies will give you a discount for their services if you can show that you are a member of CLUB INNSBRUCK. Be sure to ask.

CULTURAL DIFFERENCES:
You are about to be a guest in countries, which are in many ways quite different from your own. They all have unique cultures, which have evolved out of a rich past. Before you go, it is an excellent idea to familiarize yourself with the history and culture of the countries you plan to visit. Find out something about their current social and political issues, and take the time to learn the most important words of their language, ”please” and ”thank you”. In German speaking countries, BITTE (pronounced BIT-uh) means both ”please” and ”you’re welcome”; DANKE (DAHNK-uh) means ”thank you.”

It is important to note that some Austrian laws and customs differ from those of the US. For instance, Innsbruck has a law called NACHTRUHE, which literally means ”Night Calm.” NACHTRUHE begins at 10pm, at which time no loud noise is permitted anywhere in the city (including the Rössl). This practical law was established to preserve the peaceful atmosphere of this small historical city. PLEASE remember this important law.

Please respect the laws of your hosts, or you will tarnish their views of American travelers and possibly risk a run-in with authorities.

When in a restaurant, it is not unusual to share a table with strangers. Do not be surprised if a local asks to join your table if there are seats available. In addition, it is acceptable for you to ask to sit with locals if no other tables are available. When ordering water, remember that it will be carbonated bottled water unless you ask for STILLES WASSER. All bottled water costs extra. Tap water is usually not served. Don’t be surprised when your drinks are served without ice. It is not customary to ice drinks in Europe. Beverages are served chilled, without ice and in smaller servings than in the U.S. There are no free refills. After dinner, when paying your check, don’t be surprised if your total looks like this: 80,00 or 80,-. In numbers, Austrians use a comma where we use a decimal point, a decimal point where we use a comma.

At the market or grocery, you should bring your own bags. Austrians are environmentally conscious and excess waste is frowned upon. Bags are available at the store, but you are charged for each one you use. The best way to transport your purchases is to pack them in your knapsack or large purse. Another important fact about markets: Do not feel fruits and vegetables for ripeness--ASK the clerk for assistance when you are ready to choose produce. This is sometimes true for other Austrian businesses, so always ask the clerk for assistance when in doubt.

CULTURAL EVENTS:
There are wonderful opportunities in Innsbruck to attend concerts, visit local festivals, see movies and plays, or enjoy special events like a circus or other cultural events. Information on many of the events scheduled for July and August will be included in your orientation packets, and we will post other opportunities on the International Summer School bulletin boards.
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” or go to the website: http://www.cbp.gov/

DISABILITIES, Students with: It is the policy of the University of New Orleans, on a flexible and individualized basis, to provide reasonable accommodations to students who have disabilities that may affect their ability to participate in course activities or to meet course requirements. Students with disabilities must inform The UNO Division of International Education before departure of their disability, and any specific needs and accommodations. Students with disabilities should also contact their instructors to discuss their individual needs within the academic context of the class requirements. The Office of Disability Services (ODS) is the University’s designated office for determining eligibility for services, reviewing and maintaining documentation, and recommending appropriate accommodations. We cannot provide special accommodations if we are not notified prior to departure.

ELECTRICAL APPLIANCES:
American appliances such as hair dryers, radios, etc. operate on 110 volts. Since European voltage is 220, these items require wall-plug adapters and voltage converters. We suggest that you leave all electrical appliances at home, but if you must bring a few, both wall plugs and converters are available at most luggage stores. Powerful hair dryers have a tendency to blow fuses in European hotels, so if you must bring one, make sure that it is small, light, and not too powerful. We recommend that you purchase an inexpensive hair dryer in Innsbruck.

If you plan on bringing a laptop, all you need is a plug adapter. The voltage converter is built into your cable (the small black box).

EURAIL PASSES:
We recommend that the Eurail Pass be purchased through ITS Tours. Traveling through Europe is made both easy and economical by a fantastic railway system. Trains are a great way to get you where you want to go, to see extraordinary scenery, and to meet people. Second class compartments are likely to be perfect for your needs. Just bring along some food and sit back and enjoy the ride. If you plan to travel extensively, a Eurail Pass is a real convenience and a good investment. It will provide you with unlimited rail travel throughout Western Europe, including Greece and the Republic of Ireland, as well as free passage on many ferries between countries. It is not valid, however, in Great Britain or in Northern Ireland. You will still need to pay a supplement for many express trains and also for reservations if you want to be assured of a seat on a train. One word of advice, though: Don’t preoccupy yourself with mileage! If you don’t see every village between London and Athens this time around, you’ll just have to go back later for another European adventure. Frantically racing from city to city will just result in blurred memories, fatigue and frustration. This often happens when travelers, in the attempt to "make every moment count" and save every penny possible, "sleep" sitting up on overnight trains between cities. The result is bleary-eyed tourists who are too tired to enjoy the sights and activities of the day. European trains do offer a viable alternative to sitting up all night: COUCHETTES (pronounced koo-SHETS). For an extra fee, you can reserve such a couchette, which is a sleeping bunk and is well worth the investment! One word of caution, though, when spending the night on trains: keep the door of your compartment locked and your valuables on you while you sleep; unwary tourists have been known to have their possessions stolen on night trains (though this is not a common occurrence).

FOOD and RESTAURANTS:

Breakfast: A generous breakfast buffet is served in the Rössl from 6:45 - 10:00 a.m. Take all that you want, but eat what you take!

Lunch: According to local Austrian custom, the main meal of the day is lunch. Lunch on class days is served at the student cafeteria, the MENSA. Upon your arrival in Innsbruck you will receive an information package containing meal tickets that are valid at the MENSA. The full lunch includes: soup, a main course you select from several options, either a small, prepared salad or your own choice from the salad bar, dessert or fruit, and a beverage. There are usually several vegetarian options. The MENSA serves lunch from 11:00 a.m. until 1:30 p.m. Lunch is operated cafeteria-style, self-serve. The MENSA does not serve food on weekends. Meal tickets for lunch are provided in the orientation packet you receive on site.

Please safeguard your meal tickets. They are like cash and cannot be replaced if lost!

Dinner:
You will usually be on your own for dinner. One of the pleasures of exploring a new country is sampling the local cuisine, and we will supply you with a restaurant guide. One way to be assured of a good, solid meal at a relatively low price is to order what is called the "Menu." This is not the menu listing all of the dishes to choose from but rather a set, usually 3-course lunch or dinner served at a fixed price. It is generally cheaper than ordering a la carte and quite good, fresh, and quick. An alternative to restaurants is to buy bread, cheese, fruit, etc. at local markets and enjoy an open-air picnic. There is so much native culture and flavor to be found in local shopping markets and several markets offer fresh produce, wonderful breads, cheeses, sausages, and more. The dormitory will also have a student kitchen available on class days/ nights that opens at 5:00pm and closes at 9:30pm. We encourage you to take advantage of the student kitchen this summer. It will help you save money!

Tipping:
Tips are included in the price of your meal and drinks. In Austria it is customary to give small tips for services like taxis, hotel or restaurant services. But prices in restaurants usually include a 12% service charge. Therefore you would not tip as extensively as in the U.S. Locals usually round up the sum they have to pay in restaurants. For instance, if a drink costs €2.30 Euro, most Austrians would round up to €3.00. If the total amounts to €18.75, then give the waiter €20.00, thus tipping €1.25. Tips are not left at the table, rather they are added to the bill at time of payment, when the waiter or waitess often confirms your selections verbally and collects your money on the spot.
INNSBRUCK CARD: 
The Tourist Office of Innsbruck sells a card, which provides all-inclusive access to public transportation, museums and historical exhibits. These cards can be purchased for 24, 48 or 72 hours and provide substantial savings over the cost of individual rides and admissions. We suggest you plan to spend a day or two exploring Innsbruck with the aid of this special pass. The Tourist Office has agreed to make these cards available to our students and faculty at a discount. You will receive detailed information on the INNSBRUCK CARD and how to purchase one or more at a discount upon your arrival.

LAUNDRY: 
There is great demand for the laundry facilities often resulting in long waits for service or for available machines. Early mornings, late evenings and weekends are the best times to do your wash. BubblePoint is a great and convenient laundromat. The less time-consuming but more expensive alternative is to have your laundry done by the nearby laundry service, DELLEMAN. Be advised, however, that DELLEMAN requires a week long wait to retrieve clothes for anyone who does not have a claim ticket. Don’t lose your ticket! There are several coin operated laundry services in Innsbruck.

LINENS, BLANKETS, AND PILLOWS: 
The Rössl will provide these for you. Please be advised that pillows are feather and down. If you are allergic, you should bring your own pillow. Hand and bath towels are also provided and changed twice a week. If you plan to visit any beaches, you should bring a beach towel. When traveling, it is always wise to carry a towel, washcloth and soap with you, as these are often not provided in European economy hotels and hostels.

LODGINGS: 
As for finding a room in a European city, you have several options. At the top of the price range are hotels, which are rather expensive, especially in Northern Europe. PENSIONEN offer an affordable yet pleasant alternative. Typically smaller and less expensive than hotels, they are often nicer and more personal. Usually there aren’t private bathrooms in every room, but rather a common one in each hall. A continental breakfast consisting of rolls, butter, jam, coffee or tea is usually included in the price of the room.

Those on an even tighter budget will probably find hostels to be ideal. They offer inexpensive accommodations and an opportunity to meet people from all over the globe. Generally, rural hostels tend to be nicer than those in the heart of a big city. The majority of lodgers are between the ages of 17 and 25, but many hostels accept people of any age. To stay in some hostels you will need an International Youth Hostel Federation (IYHF) membership card, which costs $25 and can be obtained through CIEE or by contacting Hostelling International headquarters: http://www.hiusa.org/

There are, however, some disadvantages to staying in hostels. In addition to an early curfew, most hostels impose a daytime "lock out," which means you cannot come back and take an afternoon rest as you could in a pension or hotel. You might also have to take your bags with you throughout your day’s activities since many hostels don’t have the storage space for luggage. There is often little privacy and the rooms are generally cramped and segregated by gender. In Britain and Ireland, minor chores are commonly included in the price of a night’s stay. So, as with most bargains, hostels have their drawbacks. One final and very recommendable option is to stay in a student dormitory. These usually cost the same as hostels, but they are not nearly as cramped, nor do they impose an early curfew. When you arrive in town, just inquire at the train station or a local tourist office about this possibility. However you do your traveling, we advise investing in a travel guide such as Let’s Go: Europe and doing some planning ahead.

MAIL & SHIPPING LUGGAGE: 
You can receive mail at the Rössl using the address on the first page of this Guide. Mail is put out each afternoon on the front counter of the dormitory. To send mail, you can either purchase stamps at a tobacco stand or at the post offices around Innsbruck.

We DO NOT recommend that students ship their luggage to Innsbruck. The dormitory will NOT accept luggage with customs or shipping charges.
Please be sure to value your luggage at under $50 to avoid customs duties. We advise all students to bring their luggage with them to avoid any problems with European Customs officials. We have had many instances where luggage was seized and inspected by Customs officials and not released until the fees were paid. Please remove all tags from clothing prior to packing them for your trip. If you do decide to mail your luggage, plan to have it arrive on or after July 21st and please label all bags and packages clearly with “The International Summer School” along with your name and address.

MEDICAL FACILITIES: 
The International Summer School hires a program nurse who will maintain regular office hours in the Rössl on all class days. She can care for minor ailments. The nurse cannot give allergy shots. More serious illnesses are directed to a local English-speaking doctor. Emergency situations are referred to the University of Innsbruck medical division and hospital, which is located near the Rössl. The local doctors and hospitals do not file insurance claims. Payment (cash or credit card) is due at the time of service. The Study Abroad insurance we provide through T.W. Lord (incl. in the program cost) may reimburse you for part of the cost, but you will have to pay the doctor or hospital first, and then file a claim with T.W. Lord upon return to the U.S. Austrian health services are socialized, but non-Austrian citizens will have to pay for medical services in Austria. However, you can be assured of excellent medical attention in Innsbruck at a reasonable cost. The University of New Orleans provides a comprehensive medical insurance plan for all students through T.W. Lord and Associates.

Do not forget: Bring all prescription medicines you need with you and have enough supplies to last for your entire stay! You may have to request a vacation override from your insurance to fill more than your regular prescription amount. You will not be able to get prescription medication in Austria with a U.S. prescription.

Our program nurse further suggests to bring the following U.S. drugstore items: multivitamins, Imodium, antacid tablets, analgesics, nasal decongestants, cold and flu medications, Band-Aids, antibiotic cream, insect repellent, antibiotics, and your prescription medications. Other travel health tips are included at the end of this newsletter.
MEDICAL INSURANCE:
All UNO – Innsbruck students are covered by University of New Orleans's Study Abroad Insurance Plan as part of the program. This is a comprehensive medical/accident insurance policy and covers you from the time you leave the U.S. until the time you return. However, you are only covered between July 1st and August 13th. You can extend the policy for travel related to the Innsbruck trip before or after the official dates of the program by contacting T.W. Lord and Associates at 1-800-633-2360. Please refer to the brochure entitled UNO Study Abroad Insurance Plan (available on our website).
You should also confirm that your major medical policy in the U.S. will cover you abroad.

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 personal medical needs and consult with a medical doctor before your departure regarding any personal needs while abroad.
Also, you must submit the "Medical History Form" to the International Summer School Office and update it if changes occur. Full disclosure of all medical history is required on this form. Failure to disclose any information may result in termination from the program.

MONEY:
One very important item of consideration when planning your trip is money. Carrying around a lot of cash is risky. The best method for money exchange is through ATM machines. These offer the best rate of exchange and can be accessed twenty-four hours a day. Apply for a debit card now if you do not have one. It is important that your debit card has the Cirrus or Pulse logo or both on the reverse of the card. These are the international networks for ATM machines. Remember that most banks in Europe are closed on weekends, so plan ahead to avoid problems if you need to exchange money.

PLEASE NOTE: There is no American Express office in Innsbruck.

Although it fluctuates daily, the current rate of exchange is approximately 1.4 Euro to the U.S. Dollar. Banks are usually open between 7:30am - 12:00 pm and from 2:00-4:15 pm. They close early on Fridays and Saturdays and are closed on Sundays. It is also possible to change money in most hotels and train stations, but since the charges are exceptionally high, we don't recommend it. Exchange as much money as you feel safe carrying around and no more. Don't buy more of a country's currency than necessary because when you cross a border and need to transfer your money into another currency, you will lose money on the extra exchange. Most countries are using the Euro now, but please notice that Switzerland, England, Hungary, and the Czech Republic do NOT use the Euro. The safest way to carry your money and valuables is to wear them either in a money belt or in a travel pouch worn around your neck and under your shirt. These can usually be purchased at any good camping or luggage store. Waist packs (fanny packs) are convenient and popular, but are worn outside your clothing where the strap can easily be cut or unfastened by a talented thief. In case of a financial emergency, a credit card can be very helpful. With a Visa or MasterCard you can get an instant cash advance from most banks throughout Europe that accepts your card, and American Express will honor personal checks up to $1,000 for its cardholder. If by chance you need to have money wired from home, the best way to do this is to have someone in the United States wire it through a major bank that has a local office in the country you're in. This process can be both complex and expensive, so do your best to avoid it. Plan your spending wisely!

How much?:
All students seem to have a different idea of what Europe will cost and what they intend to spend during their stay there. We have had students go over with as little as $500 and return with change in their pockets. We have also had students go over with more than $5,000 and have to call home for money after the first week. The best rule of thumb is to take as much as you can possibly afford. 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.
$350 to $450 per week is the suggested amount to cover evening and weekend meals, travel, and other personal expenses.

If you feel like you need a guide for spending money, you should first begin by calculating what you will already have paid for before you depart and what you will have to pay for once you arrive. If you are going over early on your own, then you will need to consider transportation (do you have a rail pass?), food and lodging during the period prior to your arrival in Innsbruck. If you plan to travel on the weekends, you will have to consider travel costs, food, and lodging. If you intend to remain in Innsbruck during 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:
Begin now to ask yourself how much you have already paid, what is included in what you have paid, and what else you will need to pay for once you arrive in Europe. Some items to include in your budget are:

1.) Gifts
2.) Souvenirs
3.) Non-sponsored weekend trips
4.) Transportation (especially if you don’t have a Eurail Pass)
5.) Personal items
6.) Recreation
7.) Food (not included in package)
8.) Laundry (see laundry section of this newsletter)
9.) Independent travel before or after the program

MUSICAL INSTRUMENTS:
If you have one, bring it (again within reason). Our students play a lot of good music and we look forward to hearing it every year.
PACKING:

What to bring?:
Our best advice is to travel as lightly as possible. If in doubt, leave it out! We cannot stress this enough! Too many clothes and too much equipment quickly become an unwanted burden. The important thing to keep in mind is that YOU will have to carry what you bring for six or more weeks. And remember, you will bring home more than you take with you, so leave room in your suitcase for all those souvenirs.

Most importantly, bring your passport and ATM card. You can survive with these things even if you lose everything else. Bring these with you on the plane in a piece of carry-on luggage. Other items you might want to include in your carry-on bag are your camera, medications, a hand towel, an extra change of clothes, and toiletries. Remember to keep the size of these toiletries down to a minimum. Purchase travel/sample size personal items, which can be found at most drug stores, to take on weekend trips. You may also want to bring along a deck of cards or a book for reading on the long flight.

Since the weather in Innsbruck is usually mild in the day and cool at night, we recommend that you consider packing these items:
1-2 sweaters
1 light jacket, poncho or windbreaker (NOT a heavy coat)
2 pairs of jeans/slacks
2 pairs of shorts
1-2 dress shirts
3-4 casual shirts
1 pair of dress shoes
1 pair of sturdy, but comfortable shoes for walking/hiking
1 swimsuit
socks (hikers should bring thin cotton socks to cover with thicker ones)
underwear
belt(s)
sunglasses
sunscreen (the sun can be intense at high altitudes!)
1 large bath towel, washcloth
portable clothes line (if you intend to hand wash)
a compact umbrella
alarm clock (battery-operated)
Ziploc bags (great for transporting toiletries, food, foreign currencies, wet clothes)

School supplies – we advise all students to purchase their school supplies prior to leaving the U.S.

For women:
1 dress for special occasions (not formal) or a nice skirt and blouse
1-2 casual dresses or skirts

*REMEMBER:
Many historic churches and chapels will not allow entry with bare arms and legs. Bring a blouse or dress with sleeves and a scarf, which you can use on your shoulders or head if needed to enter a chapel. This is especially true in Italy, particularly Venice. Cotton knits and washable silks are perfect for travel; they pack and hand wash well.

For men:
1 sports coat with tie, shirt, and slacks for special occasions such as Opening Ceremonies, the opera, theater, casinos and nice dinners. After a few weeks of travel in T-shirts and jeans, it's a treat to indulge in a nice evening, so plan for it!

PASSPORTS:
Passports are required of all students. You should now have a valid passport. If you do not, then you should apply immediately! It can be obtained at any passport agency, US post office, or many state or federal courts. Go to http://travel.state.gov/passport/ for locations, information and to download forms. You will need to bring proof of your US citizenship (birth certificate or naturalization papers), identification (driver's license or your old passport), passport photos, and $100. If you just need to renew your passport, it will only cost $75. Most passport offices are now requiring an appointment before you are able to apply for your passport. Your passport will be valid for ten years. Since the processing of your application can take several weeks, it is important that you take care of this right away!

Losing your passport while in Europe can be a major problem. Not only is it difficult to replace, but you will not be able to cross borders until you have a new one. In the event you do lose your passport, you should notify The International Summer School office and the nearest US embassy. To make the reissuing process much easier, photocopy the page showing your passport number, picture, and place of issue, and keep it separate from your passport. Leave a copy with someone at home as well. Don't forget that you also need to send or email a copy to the Innsbruck Summer School Office!

Some hotels and hostels will require you to leave your passport at the front desk during your stay. This is customary, and your passport will be returned to you when you check out. Your passport is often taken from you when you cross borders in a sleeping car (COUCHETTE) on the train and will be returned to you before you reach your destination. This is a normal procedure on many trains and nothing to worry about, just make sure you give your passport only to the conductor or other train official who asks for it.
Visas: Most European countries do not require visas for visitors from the U.S., but it is best to check before you depart on your trip to a country other than Austria. All students who are not US citizens are responsible for obtaining visas for travel in Europe, if necessary. Contact your country’s consulate for more info on visa requirements.

PHONE CALLS:
The Rössl in der Au no longer has phones available in the dormitory rooms. This is due to the increased use of cellular phones throughout Austria by students. Therefore, we have arranged for an outside cellular phone company to sell prepaid phones to the students at check-in, for a very reasonable cost. Please indicate in the online Pre-Departure Information Form whether you want to have a cell phone for the summer and visit our website for more information on the cellular phones.

PUBLIC TRANSPORTATION:
Public transportation in Innsbruck, as in most of Europe, is excellent. We encourage you to take advantage of it. The information packet you will receive upon arrival includes some public transit information. Train schedules for the Innsbruck train station will be posted in the Rössl. ABFAHRT DER ZÜGE means departure of the trains, whereas ANKUNFT DER ZÜGE means arrival. In the information package you will also find time tables for the more important bus and tram lines for Innsbruck and surrounding areas, plus the time tables for the cable cars to the local mountain stations. You will be able to purchase tickets on the bus and you won’t have to bring along exact change. It is, however, advisable to pay with smaller bills (2, 5, or 10 Euro). A one-way bus ride in Innsbruck to Igls costs approx. 2 Euro. However, if you plan to use the public transportation system more frequently, you can also buy a VIERERKARTE (ticket for four rides), ZEHNERBLOCH (a ticket for ten bus rides) or a monthly pass, which cut costs by 50%. These can be purchased at newsstands around town. There is such a stand conveniently located at the street corner by the University Library on Innrain street, a couple of blocks from the Rössl.

The University of New Orleans Division of International Education assumes no responsibility for injuries or mishaps of any kind incurred on public transportation in Innsbruck and its environs, as well as public transportation in Europe in general. Students assume all risk incident to the use of public transportation.

RESOURCES (see last page):

RULES & REGULATIONS:
Upon arrival in Innsbruck you will receive a packet of information. In the packet will be a two page "Statement of Responsibilities". As a participant on the program, you will be expected to comply with these regulations. These rules of conduct govern a set of citizenship standards: living together in harmony in the dormitory, respecting your dormitory neighbors and the citizens of Innsbruck, avoidance of drunkenness, disorderly conduct, drugs, dishonesty, criminal acts, academic cheating, damaging property, etc. As a student on the program you are also governed by the University of New Orleans policy and procedures regarding students as indicated in the “Student Handbook” of the University of New Orleans. A copy of this publication will be furnished on request.

This is an excerpt from the Student Agreement and Liability Waiver for International Programs, which you signed as part of your program application:

“I understand that during free time within the period of the program as well as before and/or after the period of the program I may elect to travel independently at my own expense. I agree that neither the University of New Orleans nor its agents or employees are responsible for me while I am traveling independently during such free time. I understand that such travel time will be unsupervised by the University, its agents, or employees. I also understand that I will be traveling during the program by various modes of transportation including but not limited to plane, train, bus, boat, van, or car, and I release the University of New Orleans and its agents or employees from any responsibility for loss of property, injury or death during such travel. I further agree that, in the event I become detached from the group, fail to meet a departure time (bus, train, etc.), or I become sick or injured, I will bear all responsibility to seek out, contact, and reach the group at its next available destination; and, I understand that I shall bear all costs attendant to contacting and reaching the program group or program site. I further understand, that there will be a mandatory dormitory curfew on the University of New Orleans International Summer School in Innsbruck, Austria. This curfew will be enforced from 2:00am – 6:00am on the nights preceding class and exam days only. Any student in violation of curfew will be subject to disciplinary action.”

SHOPS:
Most shops in Innsbruck are closed from Saturday at noon until Monday morning. Some grocery stores now remain open until 7:00 pm on Saturday, which makes purchasing supplies upon arrival much more convenient. The M-Preis in the Innsbruck Train station is open on Sundays. On weekdays, some stores still close for lunch. The bigger department stores in the city do not close at noon.

SPORTS:
Innsbruck is a hub of athletic activities and is an ideal location for swimming, jogging, golf, hiking, tennis, horseback riding, mountain biking, etc. If you participate in any of these sports, you should bring the appropriate gear--within reason (e.g. jogging shoes, hiking boots, and swimsuit). You can rent mountain bikes and ski equipment in Innsbruck.

The University of New Orleans’ Division of International Education does not endorse any sporting and related activities and assumes no responsibility for accidents or mishaps suffered by student participants. Students assume all risks incident to any sporting or related activities. In addition, students should be aware that they assume all risk from engaging in so-called extreme sports, which may include, but is not limited to bungee jumping, canyoning, cliff diving, parachute jumping, etc.
SAFETY:

The University of New Orleans Division of International Education does not warrant or guarantee the accuracy or effectiveness of the following information. 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.

I. Travel Advisories:
You should realize that anytime you travel abroad there is potential for danger due to crime, political unrest, unforeseen "Acts of God," strikes that will delay your travel plans, etc. Therefore, we recommend that, if you have any concerns about traveling to a particular place, you contact the US Government Travel Advisory. This can be found on the Internet at: www.state.gov

II. Safety Precautions:
When traveling overseas, there are a number of precautions, which you should follow in order to travel safely:
1.) Do not leave your bags or belongings unattended at any time.
2.) Do not let anyone give you something to carry when traveling.
3.) Never keep all your documents and money in one place and make duplicate copies of your documents (especially your passport).
4.) Always be alert to your surroundings and be cautious when traveling.
5.) Do not get involved in drugs and beware of becoming intoxicated.
6.) Let people know where you are going and when you expect to return.
7.) Have sufficient funds and/or a credit card on hand to purchase emergency items such as transportation tickets.
8.) Be cautious when you meet new people and NEVER bring them into the dormitory.
9.) Report any unusual activity or suspicious persons to the UNO-Insbruck Administration.
10.) Be aware of the political situation wherever you are. Stay away from places that are experiencing political unrest.
11.) Keep away from areas known to have large concentrations of residents aligned with interests unfriendly to the United States.
12.) Be conservative in your dress and never wear expensive jewelry when traveling.
13.) Don't flash your money and be discreet when showing your passport.
14.) Keep away from political demonstrations.
15.) Avoid the media and don't feel like you have to comment or give an interview.

These are just a few general rules you should be aware of. Most often, common sense will tell you what to do. Therefore, it is imperative that you avoid a situation in which common sense does not prevail—being intoxicated and using drugs.

III. Suggested Guidelines in Order to Insure a Safe Trip:

Participants Should:
1.) Read and consider all materials issued by the sponsor that relate to safety, health, legal, and cultural conditions in the host country.
2.) Consider their health and other personal circumstances when applying for or accepting a place in the program.
3.) Make available to the sponsor accurate and complete physical and mental health information and any other personal data that is necessary in planning for a safe and healthy study abroad experience.
4.) Assume responsibility for all elements necessary for their personal preparation for the program and participate fully in orientations.
5.) Obtain and maintain appropriate insurance coverage and abide by any conditions imposed by the carriers.
6.) Inform parents/guardians/families, and any others who may need to know, about their participation in the study abroad program, provide them with emergency contact information, and keep them informed on an ongoing basis.
7.) Understand & comply with the terms of participation, codes of conduct, and emergency procedures of the program.
8.) 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.
9.) Behave in a manner that is respectful of the rights and well being of others, and encourage others to behave in a similar manner.
10.) Accept responsibility for their own decisions and actions.
11.) Become familiar with procedures for obtaining emergency health and law enforcement services in the host country.
12.) Follow the program policies for keeping program staff informed of their whereabouts and well being.

Parents/guardians/families should:
1.) Obtain and carefully evaluate health and safety information related to the program, as provided by the sponsor and other sources.
2.) Be involved in the decision of the participant to enroll in the study abroad program.
3.) Engage the participant in a thorough discussion of safety and behavior issues, insurance needs, and emergency procedures related to living abroad.
4.) Keep in touch with the participant while he/she is overseas.
RESOURCES:
If you surf the net we recommend the following web sites for more information on travel, safety, interest, etc.:

1. UNO Division of International Education’s official web site - http://inst.uno.edu/
3. City of Innsbruck Tourist Office - http://www.innsbruck.at/
5. STA Travel web site - http://www.statravel.com/
9. www.google.com--excellent search engine for endless information on everything

Travel Books:
Recommended reading before you go as well as while you're there:

1. Let's Go: Europe--Still one of the best budget travel guides.
2. Europe on $$$ A Day--A Frommer publication. Much like Let's Go. Because the daily cost changes yearly.
3. Discovery Trips in Europe--offers some unique ideas for your itinerary.
4. Michelin Green Guides--Good for city maps but not for hotels and restaurants.
5. Rough Guides--Good for budget travel.
7. Lonely Planet--Good "shoestring budget" guides.
8. Cadogan Guides--Lots of information and lots of good reading.
9. Insight Cityguides--Excellent guides to what to see in each city.
10. Fodor's guides--Much like Frommer's and Let's Go.

The Ten Commandments of Travel:
If you can obey these simple rules you will indeed have a more enjoyable trip:

1. Thou shalt not expect to find things as thou hast at home, for thou has left home to find things different.
2. Thou shalt not take anything too seriously for a carefree mind is the start of a good holiday.
3. Thou shalt not let the other travelers get on thy nerves, for thou has paid good money to enjoy thyself.
4. Remember to take half as many clothes as thou thinkest and twice the money.
5. Know at all times where thy passport is, for a person without a passport is a person without a country.
6. Remember that if we had been expected to stay in one place we would have been created with roots.
7. Thou shalt not worry for he that worrieth hath no pleasure and few things are that fatal.
8. When in Rome be prepared to do somewhat as the Romans do.
9. Thou shalt not judge the people of the country by the person who hath given the trouble.
10. Remember thou art a guest in other lands and he that treats his host with respect shall be honored.