Welcome!

- Introductions
- Faculty Packet & Portal
- Travel
- COVID-19 Updates
- Entry Requirements: COVID-19 & Immigration
- Arrivals & Housing
- Emergency Procedures
- Excursions
- Academics
- CISI Insurance
- Travel Form
- Questions
INTERNATIONAL PROGRAMS

Contacts

Dr. Kathleen Paul
Study Center Director
Email: kpaul@fsu.edu
Phone: +44 7793504166

Dr. Lisa Bowers-Isaacson
Senior Associate Director
Email: lbowersi@fsu.edu
Phone: +44 7545865637

Olivia Jaworski
Programs Officer
Email: ojaworski@fsu.edu
Phone: +44 7788237083

Carolyn Barringer
Broad Curriculum Coordinator
Email: IP-Faculty@fsu.edu

Program Management Team
Email: IP-Faculty@fsu.edu
Acclimating to A New Culture

The Iceberg Model of Culture

**Surface Culture - 10%**
- Easily observable
- Includes common aspects of culture such as festivals, food, fashion, and language.

**Deep Culture - 90%**
- Difficult to observe
- Includes displays of emotion & communication, concepts of modesty, perceptions of religion, race, and much more.

The best way to adapt to a new culture is to be curious, ask questions, and listen to learn & understand!
Your Pre-Departure packet will be on the Faculty Portal under “Program Information”

The Faculty Portal will house all of your important program information

Checking the Portal frequently - You will receive important program updates, deadlines and checklist tasks to complete on your dashboard
Okay to Buy Airline Ticket

Notification Will Include:
• Your approved travel dates
• Airfare purchase directions
• CONCUR directions

Upload the following to the Faculty Portal:
• Passport Copy
• Flight Itinerary
• Local Address (independent housing only)
• Emergency Contact Info
Travel Reimbursement

• Upload your receipts to your file in FSU’s CONCUR Travel System
  • We will not accept receipts via email or in person
  • Do not create a Travel Request or Travel Report, IP will do that for you
• Refer to your Approval to Purchase Airline Ticket notification for detailed instructions

Before You Leave
• Email IP-Submittravel@fsu.edu to let us know that you have booked your flight in CONCUR. Email itinerary and comparison receipt (if applicable) to IP Travel.

After You Return
• Email IP-Submittravel@fsu.edu to let us know that you have uploaded your shipping/luggage and taxi receipts to CONCUR.
COVID-19 Updates

“Living with Covid” Plan
- People with Covid no longer legally required to self-isolate
- Guidance recommends those who test positive stay at home for at least 5 full days
- Face coverings strongly encouraged on Transport for London tubes, trains and buses
- Advanced booking strongly advised for entry to museums and venues across London

FSU London
- Current mask mandate to continue through Spring semester, subject to review at end of semester
- Students and faculty not to come to class if symptomatic

Healthcare in the UK
- Excellent service
- Local GPs
- Covered by insurance
- Covid-19 tests available
Entry Requirements: COVID-19

Fully Vaccinated = proof of vaccination with a full course of an approved vaccine. You must have completed your course of the vaccine at least 14 days before you arrive in the UK.

Fully Vaccinated Arrivals
• Complete a Passenger Locator Form in the 3 days before arriving in the UK

Not Fully Vaccinated Arrivals
• Take a COVID-19 test in the 2 days before travelling to the UK
• Book and pay for a Covid-19 PCR test to be taken before the end of Day 2 (arrival day is Day 0)
• Complete a Passenger Locator Form in the 3 days before arriving in the UK

Testing For Return to US
• Current requirement: Covid-19 test 1 day before travelling
• More guidance to follow once in UK
Entry Requirements: Immigration

Entry as Standard Visitor
• Receive permission at UK border via eGates or Border Officer if gates closed
  • No stamps, automatic visitor status via eGates
• Apply for permission prior to departure (Standard Visitor visa)
• Letter of support from FSU London

IMPORTANT: NOT entering the UK to work
Arrivals and Housing

- Taxi bookings
- Housing through IP
- Advance mail to 99 Great Russell Street
- Independent Housing
  - Reimbursement through Concur with IP TLH
Emergency Procedures

• Faculty Orientation

• Emergency Procedures Plan

• Cell Phone
  • Options: month-long sim, unlock cell phone or FSU London-provided phone
  • Must download WhatsApp for emergencies

• Student Welfare
  • Student affairs pastoral care, reporting duties
  • Faculty responsibility for students on class excursions
Excursions

• Cultural
  • Guest policy
    • Day trips
    • Weekend trips
    • Minimum age 7 for coach travel

• Academic
  • Guests permitted where faculty are not responsible for delivery of class material

• Childcare
Teaching in London

Class Schedule
• 11 class days x 3.5 hours per class
• Compressed into just four weeks

London as a Textbook

Course Excursions
• £25 per student budget
• Check opening days and times of museums, galleries
• Purposeful and not optional

Assignments
• Think shorter and frequent
• Can make use of social/cultural calendar

Guest Speakers
• £250 budget for course
• Blue Badge guided walking tours
Facilities for Faculty at FSU London

Canvas access
• Just like main campus
• Post Syllabus by student arrivals
• Post course readings whenever possible

Classrooms
• Equipped with PCs and projectors onto whiteboards
• Can use own laptop with connector

Library reserves

Colour printer in Library, black and white in Faculty Common Room

Faculty Common Room
• For work and relaxation
• NOT for meeting with students
A Different Teaching Experience

- Holding office hours
- Traveling with students on excursions
- Program Assistant to work with to make bookings
- A world city to use as your classroom
Academic Reminders

• Reminder to submit *Syllabus* by the end of the first week of class
• Please complete the *Textbook Information Qualtrics* located in the portal by *March 18, 2022*
  • Once course registration opens, textbook information cannot be changed
• Academic Problem-Solving Flowchart
Evaluations

- Course Evaluations through FSU
- Program Evaluations through IP
- IP Faculty survey at end of program
CISI Insurance

- Resources
  - Card
  - Claim forms
  - Portal Access
- Know the policy
- COVID-19 related coverage
- Trip Delay Benefit
Travel Form

- Can be accessed through the IP website
- Independent Travel in & around UK
  - Local restrictions
- Mandatory for all students to complete
- Important for Faculty to complete as well
  - This information will only be used to contact you in the case of an emergency
Questions?
We’re here to get you there.