All of the information in this packet is accurate at the time of publication. As we have referenced in several other documents, forms and websites, the nature of the COVID-19 pandemic is such that all elements of our programs are subject to change. We will do our best to update this packet and notify you as changes occur.
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IMPORTANT CONTACTS

INTERNATIONAL PROGRAMS OFFICE
A5500 University Center
282 Champions Way
P.O. Box 3062420
Florida State University
Tallahassee, Florida 32306-2420

PHONE  850.644.3272
1.800.374.8581
FAX    850.644.8817
850.645.4659
EMAIL  IP-Info@fsu.edu
WEBSITE international.fsu.edu
HOURS  8:00a.m. - 5:00p.m. EST
        Monday - Friday

THE FLORENCE STUDY CENTER
Florida State University International Programs Italy (FSUIPI)
Via dei Neri 25, 50122
Florence, Italy

PHONE  011-39-055-2340604
WEBSITE http://www.florence.fsu.edu
HOURS  9:00a.m. to 5:00p.m. CET, Monday - Friday

Frank Nero, Director
Email fnero@fsu.edu
Cell Phone 011-39-324-790-3571

Charles Panarella, Academic & Administrative Supervisor
Email cpanarella@fsu.edu
Cell Phone 011-39-351-246-5581

Ilaria Mugnaini, Housing Coordinator
Email imugnaini@fsu.edu
Cell Phone 011-39-349-708-4526

Laura Buonanno, Student Life & Health Services Coordinator
Email lbuonanno@fsu.edu
Cell Phone 011-39-335-573-6280

Tamara Pfeil, Financial Coordinator
Email tpfeil@fsu.edu
Cell Phone 011-39-347-812-3699

Vanessa Kummer, Program & Faculty Coordinator
Email vkummer@fsu.edu
Cell Phone 011-39-328-837-4993

Giacomo Sproccati, Broad Curriculum Program Coordinator
Email gsproccati@fsu.edu
Cell Phone 011-39-338-899-4993

Eduardo Sanin, Internships, Community Outreach, & COVID-19 Information Officer
Email esanin@fsu.edu
Cell Phone 011-39-324-771-9329

EMERGENCY PHONE NUMBERS
Emergencies (Local Police)  113

U.S. CONSULATE
Lungarno Vespucci, 38
50123 Florence, Italy

PHONE  (011) 39-055-266951
FAX       (011) 39-055-284088
WEBSITE   https://it.usembassy.gov/embassy-consulates/florence/

INTERNATIONAL CALLS
Making international calls from the U.S. to Italy: First dial “011” (for international call), followed by “39” (the country code), then the specific area code (dropping the first zero) and location number.

Time Differences: CET - Central European Time ahead by Eastern Standard Time by six hours, Central Standard Time by seven hours, Mountain Standard Time by eight hours, and Pacific Standard Time by nine hours. Daylight Savings Time changes often occur on different dates in Europe than in the U.S.
FLORENCE STUDY CENTER MINOR
The Florence Study Center Minor enhances and focuses a student’s program in Italy. It requires 15 credits, 9 of which must be earned in Florence and include a cultural component. Students can choose from various disciplinary perspectives on Italian Studies. A maximum of 9 hours may be counted in a single academic discipline. A minimum grade of “C-” must be earned and a minimum grade point average of 2.0 must be maintained for all courses taken for the minor. Courses used toward the Florence Study Center minor cannot be used to meet any other University requirements (general education, major, graduation, etc.). Contact IP-AcademicAdvising@fsu.edu for more information.

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

- Reading & Writing Center (RWC) - http://wr.english.fsu.edu/Reading-Writing-Center/RWC-Online
- Academic Center for Excellence (ACE) - http://ace.fsu.edu/
- University Libraries: Office of Distance Library Services - https://www.lib.fsu.edu/department/distance-learning

OFFICE OF ACCESSIBILITY SERVICES (OAS)
OAS provides reasonable and appropriate accommodations for students with documented disabilities. Documented disabilities and accommodations vary in nature, and though the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 do not apply extraterritorially, we do our best to accommodate our students. If you anticipate needing to request accommodations for a documented disability, please schedule an appointment with OAS by calling 850-644-9566 (Voice) or 850-644-8504 (TDD). For more information, visit https://dsst.fsu.edu/oas.

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

The Garnet and Gold Scholar Society
- garnetandgoldscholar.fsu.edu
- garnetandgoldprogram@fsu.edu

The Garnet and Gold Scholar Society program facilitates involvement and recognizes the engaged, well-rounded student who excels within and beyond the classroom in the areas of:
- Leadership
- Internship
- Service
- International
- Research

A student who has met the criteria in three of the five areas is eligible for consideration.

All study abroad programs organized through the International Programs Office qualify for the international experience portion of the International Area.

The Global Citizenship Certificate
- cpp.fsu.edu/globalcitizen
- globalcitizen@fsu.edu

The Global Citizenship Certificate program helps undergraduate students develop invaluable cross-cultural skills and global competencies needed to be a global-ready graduate.

Students who enroll in the certificate take 1 required course, Global Perspectives, and 5 electives. The required course counts toward FSU Liberal Studies X, E-series, and writing requirements. Students can choose from 500+ courses to fulfill the elective course requirement.

In addition, students participate in 8 intercultural events on campus and a sustained international experience abroad, which you are about to do!

Enroll in the Global Citizenship Certificate before you leave to ensure your study abroad experience counts toward the certificate.
FLIGHT INFORMATION

There is no group flight for this program, and your program fee does not cover airfare.

Traveling on a one-way ticket may not be allowed due to airline restrictions. Please check with your airlines before purchasing a one-way ticket.

Do not purchase airfare until you are notified by International Programs to do so. You will receive a notification in your IP Student Portal. If you choose to purchase airfare before you are instructed to do so, International Programs is not responsible for any fees associated with your flight changes or cancellations.

You should expect to adhere to any entry requirements that may be in place at the time of your program, including submitting proof of a negative COVID-19 test result prior to departure/upon arrival or proof of COVID-19 vaccination. Updates about testing prior to departure will be provided through the IP Student Portal.

Once you are notified by International Programs to book your travel arrangements, you must submit your flight itinerary through the IP Student Portal. Your flight arrangements will be provided to the Florence staff. It is important that they receive this information in order to monitor student arrivals.

We strongly advise you to purchase airfare and travel insurance directly with the airline when booking your flight; travel insurance typically covers flight cancellation fees, lost luggage, or other losses incurred while traveling, etc. Speak with your airline for details. Click here for more information about travel insurance and trip cancellation policies. Note: Airfare costs are not included in your program fee, and FSU will not reimburse any costs or fees associated with flight changes or cancellations due to COVID-19 should they occur.
ARRIVAL

ARRIVING IN FLORENCE
The size of the medieval streets prohibits coaches from easily accessing various areas within Florence, including our housing locations. Therefore, we are unable to provide group pick-ups from the airport or train station to the housing locations. You are responsible for securing transportation to your residence. The same is true for your departure from Florence at the end of your program. You must check out of program housing on the morning of the last day of your program. You will be responsible for getting yourself to the airport in time for your departure.

From the Florence airport, you must take a taxi to the address of your residence that will be supplied by the study center staff prior to departure. You should not come directly to the Florence Study Center. The taxi from the airport into Florence costs about €25-30.

Taxis in Florence do not take ATM or credit cards, so have cash in Euros prepared. There is no Uber service currently in Florence.

If you are flying to another Italian city, such as Rome or Milan, trains to Florence can be booked using Trenitalia. Contact IP-Info@fsu.edu for further guidance.

If your flight is canceled, delayed, or you miss a connection on your way to Florence, contact the International Programs staff via email or phone.

Your program housing will begin on the start date of your program and end on the end date. If you plan on arriving earlier or wish to stay later, you must make arrangements to stay in a hotel. Click here to view our recommended hotels lists. If your program requires a visa, you may not be permitted to arrive before the program start date. Consult your immigration introduction or visa packet in the IP student portal or contact IP-Visas@fsu.edu prior to planning independent travel before your program.

When you arrive in Florence, check-in to your residence first.

You will receive an email from the staff in Florence with the address of your residence a week or two prior to departure. A Program Assistant or staff member will present to check you in to your residence. Again, you are responsible for securing transportation to your residence.
THE STUDY CENTER, HOUSING & TRANSPORTATION

FLORENCE STUDY CENTER
The FSU Florence Study Center, the restored 16th century Bagnesi Palace, is located in the heart of the historic district only a few blocks away from the Duomo and Bell Tower, the Uffizi, Piazza della Signoria, and the Arno River.

The Study Center includes:
- a well-stocked library with computers, free printing, and a full-time research librarian on-site
- interior and exterior comfortable student lounges
- experiential learning kitchen
- media lab and newsroom
- sewing and textile lab
- student coffee and juice bar
- classroom space
- administrative offices

The FSU Florence staff is available during operational hours, for emergency calls after operational hours, and offers support with academics, housing, activities, and other day-to-day needs during the program. The Study Center also serves as a place where you can gather to meet peers, receive tutoring, check the FSU Florence announcement screen for upcoming events, or use the Internet.

HOUSING
Students will be housed in either the Study Center residence or in comparable off-site residences located nearby. All housing locations will be within a 25-minute walk to the Study Center. Some of the housing locations may not be exclusive to program participants. You will be notified about your housing location approximately one to two weeks prior to departure.

Be aware that housing check-in cannot occur before 9:00am on the first day of your program. If you are unable to check-in to your room when you arrive, there will be space available for you to store your belongings. Rooming assignments and locations will be made based on a combination of factors such as type of program, housing preference, availability, and special needs as indicated in the information you provide on the Medical, Special Needs, Housing form in the IP Student Portal. Roommate assignments are made in Florence by our Study Center staff and cannot be changed. You will be notified about your housing location approximately one to two weeks prior to departure. You will receive your roommate assignments upon arrival.

During your on-site orientation, you will be advised of the Florence Study Center Housing Rules & Regulations. Violation of any of the housing policies is grounds for dismissal. It is your responsibility to familiarize yourself with the housing rules and regulations for your specific program. Refer to the FSU International Programs Contractual Agreement and the Housing Terms and Conditions for details. You are required to sign the FSU International Programs Contractual Agreement as it outlines your contractual obligations as a participant on our program.

All residences in Florence are governed by Italian ordinances restricting noise and use of outside areas after 11:00pm in historical downtown areas.

HOUSING AMENITIES
Housing will be fully equipped with everything you will need, including:
- mostly double & triple rooms
- linen
- towels
- kitchen or kitchenette
- living room area
- shower
- microwave
- dishes
- pots and pans
- laundry facilities
- clothes hangers
- wardrobe
- desk
- Wi-Fi
- individual safe or access to a safe
- and more!

THINGS TO NOTE
- Cleaning products and toilet paper are your responsibility.
- The electrical current in Europe has two times stronger voltage (220 volts) than in the U.S. (110 volts). Do not bring anything electrical, such as hair straighteners, blow dryers, or curling irons. These items can be purchased at a low cost at local shops.
- Linens and towels are provided. A cleaning service comes once-a-week to change bed linens and towels and do a general cleaning of the common areas. We ask you not to bring any extra linens from home as it is easy to confuse the supplied linens with those brought from home.
- Do not purchase any additional furniture or large furnishings, such as couches or TVs.
- Laundry facilities are available, but clothes dryers are not common appliances in Italy. It is not possible to buy clothes dryers, though they do exist.
- Laundry facilities are available, but clothes dryers are not common appliances in Italy. It is not possible to buy clothes dryers, though they do exist.
- All accommodations provide comparable facilities, however, we cannot guarantee that each residence will have the exact same amenities. Each student housing facility has safety and security measures. They may vary by location.
- At the end of the program, the housing facilities will be inspected. They should be neat, clean and in the condition in which they were found. If your housing is left in an un-fit state or if any damages are found upon your departure, additional charges may be assessed to your FSU account.

TRANSPORTATION IN FLORENCE
You will have no difficulty getting around Florence. The city’s downtown area, where our Study Center is located, is relatively small, and you are close to everything. Florence is predominantly a “walking” city, though bus transportation and taxis are readily available and relatively inexpensive. A bike sharing service called Mobike is also available.
PERSONAL TRAVEL, CLIMATE & PACKING

PERSONAL TRAVEL
Due to the uncertain nature of the COVID-19 pandemic, all program elements including the program calendar, weekly schedule, classroom environment, course delivery method, housing arrangements, transportation policies, and international or in-country travel restrictions are subject to modification at any time in order to comply with local public health restrictions as well as the policies and practices of Florida State University.

FSU’s current independent travel policy allows students to travel independently commensurate with any local, national, or international guidance and restrictions.

FSU will continue to review its independent travel policy as conditions abroad change, but there is a possibility independent travel could remain restricted or limited during your program. Failure to adhere to the independent travel policy could have significant consequences, including potential removal from the program.

Please wait until you have arrived and received your class/program schedule before booking any independent trips.

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

For safety purposes, you will be instructed by International Programs to fill out a mandatory online independent travel form each time you plan on traveling outside of your program. More information will be provided to you in the IP Student Portal prior to departure.

CLIMATE
The weather is going to play a large role in how you pack for your time abroad. Monitor the weather before departure and research climate trends for your location to pack accordingly.

The weather in Florence varies. Late fall and winter can be cold and damp, and Europeans do not heat their buildings as warmly as buildings are heated in the U.S. Some of the churches, museums and other public buildings will have little heat. Bring clothes that can be layered, as well as a raincoat, a warm jacket or coat, sweaters/ cardigans, and good walking shoes or boots. You will also want to bring warm indoor clothing like a robe, loungewear, pajamas, and slippers. The summer and early fall can be very hot and most buildings are not air-conditioned. When packing for summer, remember that churches do not allow shorts, halter tops, or miniskirts. Bring a scarf or light sweater to cover your shoulders during church visits. You may also want to bring an overnight bag for weekend trips. Italians dress stylishly, so you will want to include some dressier apparel with your wardrobe.

PACKING
All airlines have different policies regarding the number, size, and weight of bags allowed on domestic and international flights. Fees for having too many bags or exceeding size and weight limits are steep, and also vary by airline. It is important that you determine the restriction on your particular airline before you pack. Please be aware that you will be responsible for carrying your own bags, packs, etc. Restrictions regarding carry-on baggage are different for each airline and sometimes vary depending on your originating, transferring and/or terminating airport. Also, requirements change based on current events. It is imperative that you check your specific requirements prior to your departure and plan accordingly.

Ensure your bag has a luggage tag with your name, address, and final destination. It is recommended that you pack 1 or 2 outfits in your carry-on in case of flight delays/cancellations or lost luggage.

We recommend researching ways to access a textbook as an eBook (electronic book) through the FSU Bookstore, FSU Libraries, Amazon, or other online sites. Keep in mind that not all textbooks are available as eBooks. If you wish to ship textbooks or other course materials to your study abroad location, reference the Mail section of this document and contact the International Programs office with any questions. Plan to bring textbooks and other required course materials with you. You will receive information from the International Programs office when it is time to register for classes with details about textbooks. As a reminder, textbooks are not included in the program fee and will most likely need to be purchased prior to departure.

Make several photocopies of the pages in your passport that contain the issue date, your signature, and your photograph. Leave one copy at home with your family and take another copy with you in case your passport is lost or stolen. Carry a copy separate from your passport when you are traveling.

You should not bring any valuable or sentimental items such as jewelry, expensive watches, expensive cameras, or keepsake items you would regret losing.
COMMUNICATION & ELECTRONICS

COMMUNICATION & CELL PHONES

Staying connected to your family and friends while you are abroad is extremely important. Establish a communication plan prior to departure. Whether it’s setting up a virtual meeting every Sunday night, sending them messages over WhatsApp, or checking in with them on social media, make sure you keep in touch!

Though it is not mandatory to use your cell phone abroad, consider one of the following options. Do your research to see which option is the best fit for you:

Add an international plan through your current service provider
This tends to be the most expensive option. Talk to your service provider for details. Each provider offers varying international plans.

Use the Wi-Fi available in the Study Center and around the city while the phone is in airplane mode.
Make sure to turn off roaming before you leave, just in case. Otherwise you might end up with a large phone bill when you return to the US. Apps you can easily use while connected to Wi-Fi include Skype, Facetime, GroupMe, and WhatsApp. If you have a smartphone, download these apps before you travel so you will be able to activate the account. Note: Students who plan to purchase a sim card or phone abroad should use this option in the meantime...or to save on data use!

Purchase a sim card in-country for your current phone
You will need to unlock your phone and make sure your phone is GSM-capable before departure. You can buy a prepaid SIM plan, either for phone calls only or for calls and data.

Purchase an inexpensive phone with a local plan in-country and pay for more minutes/data as needed.
A pay-as-you-go phone, which can be purchased for as little as $40, can be used for local and national calls in Italy, calls to and from the U.S. and continental Europe, and calls within continental Europe. Local stores will sign you up with the carrier who is offering the best rates available at the time of your purchase. You can expect to pay approximately $0.40 a minute for calls to the U.S. and €0.15 per minute for calls to Italian numbers. All incoming calls are free while in Italy, so give your Italian number to your friends and family - you won’t be charged if they call.

We strongly suggest that you do not buy a pay-as-you-go cell phone in the U.S. to take to Italy. Students who have done this in the past have frequently found the phones do not work. It is far cheaper and more efficient to buy the pay-as-you-go phone in Italy.

COMPUTERS
Students should plan to bring a laptop or tablet with them. Students will need their laptop/tablet during any periods of quarantine or isolation that may be required. We recommend doing the following prior to departure:

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

• Just as on main campus, check your homeowner’s insurance to make sure that your computer is covered when you are away from your primary residence. If not covered by your homeowner’s insurance, you should check into laptop insurance through http://www.safeware.com/, a worldwide insurance provider for all electronic devices (e.g. laptop, digital camera, iPod, etc.). They also have a provision for non-electronic personal property.

• Do NOT pack your laptop or laptop charger in your checked luggage.

MAIL
Please share the following information with those in the U.S. who are interested in sending you mail while you are abroad. Priority mail between Italy and the U.S. may take from 6-10 days.

When sending packages to Italy, the sender should not overestimate the value of the materials in the package because you may be charged up to 30% customs duty on the declared value.

WE STRONGLY ADVISE YOU NOT TO SEND PACKAGES BY UPS or the US Postal Service as you will more likely be charged a higher fee to obtain your package from customs. You may use Federal Express to send packages, but again, do not overestimate the value of the package.

You should have mail sent to the FSU Florence Study Center address, as listed in the Contact Information section of this packet. Mail cannot be received at the student residences.
EXPENSES WHILE IN FLORENCE
In estimating your financial needs while abroad, calculate the amount of money you will need for meals for the entire period of your stay and your personal entertainment and social activities costs.

A good way to estimate what you might need in Florence is to assume that whatever you spend here in the US (in dollars), you will spend the same (numerical) amount in euros. Take that dollar amount and convert to euros using the current exchange rate. In general, you can buy a lunch for about $8 and dinner in an inexpensive restaurant for around $15 in Florence.

Class-related excursions are included in the program fee for most classes. Occasionally, there are additional fees to cover expenses such as theatre tickets. This information is available in the textbook compliance section when you register for classes in my.fsu.edu.

MEAL VOUCHERS
As part of the program, you will receive meal vouchers that can be used at local restaurants, pizzerias, sandwich shops, cafes, and trattorias throughout your program. A list of our local meal voucher partners and their locations around Florence will be provided to students during orientation. All participants will receive ten €5 meal vouchers per week school is in session that will be distributed during orientation.

CURRENCY
Italy uses the euro as the national currency. Exchange some dollars ($75-$100) for euros before you leave the U.S. Don’t exchange more than $100, you just need enough to get you to Florence and to a bank abroad. You can reference the current exchange rate online.

CURRENCY & BANKING

BANKING
We recommend you set up online banking for your bank account(s) prior to departure from the U.S. so you can monitor your account(s) while overseas.

You should bring two types of cards with you:

Debit Card
- A debit card can be used to access funds from an ATM or bank.
- Make sure your debit/ATM card is linked to a checking account, rather than to a savings account, so you will have access to your funds.
- If you have a pin longer than 4 digits or based on letters, you may have trouble using it abroad. You will need to change your pin before departure.
- You should contact your financial institution for information regarding ATM transaction fees. You can limit the fees if your U.S. bank has a ‘sister’ bank in the host country and/or if you limit your withdrawals, though we do not advise keeping large sums of money on your person or stored in your residence, even if a safe is provided.

Credit Card
- Credit cards are useful in the event of an emergency. If you need to visit a doctor or hospital, you will likely have to pay prior to the service, and then submit an insurance claim afterward.
- Credit cards are also useful for everyday purchases and offer excellent exchange rates. Mastercard and Visa are the most widely accepted credit cards overseas. A credit card with “chip and pin” technology is recommended, as this is the standard abroad.
- Consider applying for a credit card with no foreign transaction fees/international fees.

Before using an ATM or debit card overseas, we recommend the following:

- Contact your financial institution(s) before you leave the U.S. to make sure your ATM or debit card is activated for international use during the dates and in the locations in which you will be abroad.
- Keep a record of all credit/debit/ATM card numbers and the phone numbers you would need to call, with area codes, if they are lost or stolen. Keep this record in a safe place separate from your cards, and you should provide a copy to family at home.
HEALTH & WELLNESS

INOCULATIONS/MEDICAL CONCERNS

BEFORE DEPARTURE:
We encourage all students with underlying health issues that may increase the severity of infection should they contract COVID-19 to discuss their study abroad plan with their doctor/specialist.

Florida State University requires certain immunizations prior to your registration for classes. All newly admitted degree-seeking students (freshman and transfer) and non-FSU students will be asked to complete and submit the required Student Immunization Form through the IP Student Portal.

Familiarize yourself with the specific requirements and health matters in your program location. The FSU Health and Wellness Center offers a travel clinic which provides immunizations. Click here for additional information available through the Centers for Disease Control and Prevention’s site. Some countries have specific requirements for inoculations based on past locations the traveler has visited. It is the student’s responsibility to confirm whether or not the previous travel requires additional inoculations.

WHILE ABROAD:
Your program fee includes international medical and evacuation insurance coverage through Cultural Insurance Services International (CISI); Click here to access the policy online. The coverage will be effective for participants from the day the program starts until the day the program ends. It includes coverage for treatment of ill students, including those with COVID-19, as well as COVID-19 testing for those who are symptomatic, or those who have had a known exposure to a person who tested positive. It does not cover preventative evacuation due to pandemics, or preventative treatments such as vaccinations. There are Teleconsultation Services available. This policy is NOT intended to replace your domestic coverage.

ALCOHOL AWARENESS & ILLEGAL DRUGS
The legal age for the drinking of alcohol in Italy is 18. This means that you will likely have the opportunity to buy and drink alcohol legally. It is in your interest to recognize that this right carries a great deal of responsibility. The Florence Study Center has a strict code of conduct relating to the use of alcohol, violations of which will likely result in a judicial hearing with the possible outcome of being dismissed from the program. For instance, no hard liquor is permitted in all FSU residences, no open containers are allowed on FSU-sponsored transportation and excursions, and no alcohol will be permitted in student residences during any required quarantine or isolation periods. In short, know your limits and drink within moderation if you choose to do so, but not to excess.

Florida State University has a zero-tolerance policy regarding the possession, use, manufacture, production, sale, exchange or distribution of illegal drugs by students participating in FSU study abroad programs. Violation of this policy may result in immediate dismissal from the program and disciplinary action onsite or upon return to campus. International Programs’ policies follow either the U.S. law or local law, whichever is more stringent with regard to drug use. For complete information on student judicial processes, victim rights, and appeals see the Student Conduct Code: http://dos.fsu.edu/srr/.

MAPPING YOUR IDENTITIES
Our Mapping your Identities guide will help you explore your identities and evaluate your overall wellness to aid in your preparation for a successful and enriching study abroad experience. It will also help you understand others on your program and be better allies for them.
POLICIES & SAFETY

RULES, POLICIES & PROCEDURES
Florida State degree-seeking, transient, and special students are bound by the rules, policies, and procedures set forth in the FSU General Bulletin and Student Handbook. It is your responsibility to familiarize yourself with these before you leave. You may locate the FSU General Bulletin online at http://registrar.fsu.edu/ and Student Conduct Code at https://sccs.fsu.edu/conduct-codes/student-conduct-codes. The Office of Student Conduct and Community Standards updates any changes to the Student Conduct Code.

SAFETY & SECURITY
Our highest priority is the welfare and security of our students, faculty, staff, and facilities. We have emergency plans in place for each of our locations and work closely with our insurers and 24/7 emergency response providers to monitor and respond to all situations worldwide. It is our policy to follow guidance from the respective U.S. Embassies, U.S. State Department, as well as local officials and keep students apprised of any new information. For more information on IP’s security policies and procedures, please contact our Director of Risk and Emergency Management, Chris Carroll at 850.644.7823 or ccarroll@fsu.edu.

- **Resources.** Even though you are not on the main campus, you have access to many resources should you encounter issues while abroad. Program staff members are available to support you in a variety of ways, including connecting you with other professionals locally and/or on the main campus.
  - **Victim Advocate Program.** The University takes very seriously all types of victimization, including sexual violence, relationship violence, and domestic violence. Advocates are available and on-call 24 hours a day to provide confidential support services, even for students who are abroad. For more information on the Victim Advocate Program, visit http://victimadvocate.fsu.edu.
  - **Counseling & Psychological Services at FSU.** Counseling and Psychological Services is a welcoming and confidential place to discuss questions and concerns such as homesickness, struggles with relationships, sexual identity, cultural issues, and more. Visit https://counseling.fsu.edu/ for more information.
  - **Center for Health Advocacy & Wellness.** The Center for Health Advocacy & Wellness encourages you to make healthy lifestyle decisions that facilitate academic success and lead to life-long health and wellness. For more information, visit http://chaw.fsu.edu/.

- **The U.S. State Department** maintains a web site of information for Americans studying abroad, including current travel advisory warnings, at: http://studentsabroad.state.gov/.

- **The Smart Traveler Enrollment Program (STEP)** is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency. We strongly recommend you register here: https://step.state.gov/step/.

- **Waivers.** All IP participants must sign and submit a general Waiver of Liability and COVID-19 Waiver through the IP Student Portal.

  - Be aware that you are subject to the laws of the country in which you are traveling.
  - Always carry a photocopy of the picture and signature pages of your passport with you. Keep another copy in your room separate from your passport. Leave one copy at home in the U.S. with your family or a relative.
  - Use the buddy system—try to travel with friends as much as possible and always tell your roommates or friends where you are going and when you expect to return. Bystander intervention is a powerful opportunity and responsibility for those within our community.

- **Valuables.** Students should not take sentimental valuables on their program. Students should not leave cash, passports, or other items of value unattended in their rooms. If a locker or safe is provided, students are strongly encouraged to use it to store anything of value at all times. Students should plan regular visits to the cash machine rather than leaving large amounts of cash in their rooms. Students are responsible for ensuring their rooms are left secure at all times – do not prop open doors, do not leave doors and windows unlocked, do not give keys to anyone. If students notice others in the building leaving the main entrance door unsecured, they should notify the IP staff immediately, even if there are others living in the building who are not FSU program participants. Students are strongly encouraged to purchase insurance that will cover their belongings while abroad, whether a standard homeowners or renters policy. The International Programs insurance policy does not cover loss or theft of participants’ possessions.

- **Pickpocketing.** In most large cities throughout the world, pickpocketing is the most common crime and can happen anytime, anywhere! We caution you to always be aware of your surroundings. While traveling in some areas beware of beggars who try to distract you with papers, boxes, or excessive body movements. Coats and purses are often stolen in crowded areas. Keep them close to you and lock your pack zippers with a combo lock. Secure your valuables if you are traveling on an overnight (“sleeper”) train.

- **Weapons.** You are strictly prohibited from keeping or using firearms, knives, weapons (including pellet, air guns, paintball guns or other dangerous articles or substances). Furthermore, mace and/or pepper spray may be illegal in the countries that you visit. It is your responsibility to know the laws regarding weapons in the host country if you intend to bring any item for self-defense.
TIPS & RESOURCES

TIPS FROM STUDENTS ON WHAT YOU SHOULD KNOW
These comments came from students who recently attended our study abroad program in Florence:

- Be sure to read the registration materials when you are notified regarding selected textbooks being available for check-out at the library in Florence (check Student Central when registering for classes).
- Comfortable shoes are a must since Florence is a walking city and you will be walking a lot during excursions.
- Bring a small change purse/bag since a large portion of your money on hand will be in coins.
- Leave extra space in your suitcase for souvenirs.
- Research the weather in Florence before leaving.
- Bring a reusable water bottle with you, along with any favorite over the counter medication in the event you get sick (Vitamin C, DayQuil/NyQuil)

ONLINE RESOURCES
The more information you find out about the country beforehand, the better off you will be once you get there. Here is a list of a few web sites that may be helpful as you begin your information search.

http://www.tripadvisor.com (online travel guide)
http://www.theflorentine.net/ (local bi-monthly newspaper in English)
http://www.letsgo.com/ (on-line travel guide, check out the “HotLinks” button)
http://cnn.com/WEATHER/ (daily weather forecasts)
https://it.usembassy.gov/embassy-consulates/florence/ (US Consulate General in Florence)
https://www.roughguides.com/ (travel guide)
http://en.wikipedia.org/wiki/Florence,_Italy (general facts about Florence)
https://molesabroad.international.fsu.edu/ (FSU International Programs blog with articles from former program participants)

USEFUL APPS
Duolingo (brush up on your Italian!)
Google Translate (instantly translates words, phrases, and web pages between English and over 100 other languages)
Jimo (social recommendation app for local spots)
Dark Sky (with down-to-the-minute forecasts, you'll know exactly when the rain will start or stop, right where you're standing)
Mobile Passport (Authorized by US Government to get through customs upon return to the US. Allows you to use the dedicated mobile passport line in 21 participating airports).

(Note: Florida State University is not responsible for the content of external internet sites.)

CONNECT WITH US ON SOCIAL MEDIA
International Programs Facebook
International Programs Twitter
International Programs Instagram
FSU Florence Facebook
FSU Florence Instagram

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EXPLORING ITALY INFOGRAPHIC

FOODS TO TRY
Prosciutto  Pappardelle
Margherita  Gelato
Bistecca alla Fiorentina  Cantucci

BASIC ITALIAN
Hello  Salve  SAHL-vay
Goodbye  Arrivederci  ahr-ree-veh-DEHR-chee
Hello / Goodbye  Ciao  CHOW
Please  Per favore  PEHR fah-VOHR-eh
Thank you  Grazie  GRAHT-sye-eh
You’re welcome  Prego  PREH-goh
Pardon me  Mi scusi  mee SKOO-zee
English  Inglese  een-GLEH-zeh
Yes  Sì  see
No  No  noh

QUICK TIPS
1. Make sure shoulders and legs are covered during church visits.
2. When interacting with locals, greet them in Italian out of respect for their culture.
3. Try to break large euros (€20/€50) at popular tourist locations. Most small businesses won’t take large notes.
4. Most restaurants will not split the tab when dining in a group.
5. Waitstaff, bartenders, taxi drivers, and baggage handlers don’t expect tips. However, tips are appreciated when dining in large groups.