Global Business Seminar
Strasbourg, France
March 11, 2023 – March 19, 2023
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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   8:00am - 5:00pm EST
        Monday - Friday

HOUSING LOCATION
Citadines Strasbourg Kléber
50-54, rue du Jeu des Enfants, 67000 Strasbourg
Phone: +33 (0)3 90 224 700

STAFF CONTACTS
Dr. Daekwan Kim, Professor
Email: dkim@business.fsu.edu
Office Phone: 850-644-7890
Cell Phone: 850-778-3338

EMERGENCY PHONE NUMBERS
Local Police   17
Medical Help/Ambulance   15
Europe-wide Emergency Service   112

US EMBASSY
15, Avenue d’Alsace
67082 Strasbourg Cedex
France
PHONE: (33)1 43 124 880
FAX: (33)3 88 240 695
WEBSITE: https://fr.usembassy.gov/embassy-consulates/strasbourg/

INTERNATIONAL CALLS
Making international calls from the U.S. to France: First dial “011” (for international call), followed by “33” (the country code), then the specific area code (dropping the first zero) and location number.

Time Differences: Strasbourg, France is 6 hours ahead of Tallahassee.
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](http://wr.english.fsu.edu/Reading-Writing-Center/RWC-Online)
- **Academic Center for Excellence (ACE)** - [http://ace.fsu.edu/](http://ace.fsu.edu/)
- **University Libraries: Office of Distance Library Services** - [https://www.lib.fsu.edu/department/distance-learning](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](https://dsst.fsu.edu/oas).

The Garnet and Gold Scholar Society

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

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.
Some countries may require COVID-19 testing and/or vaccination to enter the country or for other purposes. Even if a country does not currently have such requirements, FSU cannot guarantee these or other measures will not be implemented before or during your program.

Once you are notified by International Programs to book your travel arrangements, you must submit your flight itinerary through the IP Student Portal. All flight information will be provided to the Program Leader. 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.

**Keep your boarding pass** until you have landed, cleared immigration and customs, and have collected your luggage.

**Have your passport accessible in your carry-on luggage.**

**During your flight** make sure to drink lots of water to **stay hydrated**. Get up and **walk around** once an hour to help your circulation. **Do simple stretches** while in your seat. **Try to sleep**; it will help you combat jet lag. **Wear layers**, as the temperature on the plane and in airports can vary.
ARRIVAL

FLIGHT INFORMATION AND ARRIVING IN STRASBOURG
You should purchase a ticket that will allow you to arrive in the Frankfurt, Germany Airport no later than 10:00 am on the first day of your session, 11 March 2023. You will need to depart the United States one day before the program’s start date, 10 March 2023, in order to arrive on time. All orientation/welcome activities are mandatory.

On the arrival date, there will be a chartered bus leaving the Frankfurt airport at 11:59 am on 11 March. Upon arrival, everyone should plan on checking their FSU email for any urgent messages using the airport WiFi and plan on meeting at the meeting point by Gate B on Level 1 (Arrival Level) of Terminal 1 by 11:30 am. More details will be shared during the pre-departure orientation meeting.

If your flight is canceled, delayed, or you miss a connection on your way to Strasbourg, contact International Programs staff and your Program Leader via email and/or phone.

If you arrive in Strasbourg on your own, you are advised to take a taxi to the housing. It shouldn’t take more than 5 minutes from the train station (about a 10-minute walk).

If you miss the airport pick-up in Frankfurt, you should buy a bus ticket to Strasbourg on the 3rd floor of Terminal 1 at the airport. Upon arrival in Strasbourg by bus, you should take a taxi to the hotel. Again, it should be no more than a 5-minute taxi ride.

Your program housing will begin on the start date of your program, 11 March 2023 and end on the last day of the program, 19 March 2023. If you plan on arriving earlier or wish to stay later, you must make your own arrangements to stay in a hotel or other accommodations. 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.

You must check out of program housing on the morning of the last day of your program, 19 March 2023.

Your return flight should depart no earlier than the last day of your session, 19 March 2023. There will be a bus from Strasbourg to the Frankfurt airport that will leave from the Strasbourg hotel at 5:00 am on 19 March 2023. Your flight should not leave any earlier than 9:30 am as we will arrive at the airport around 7:30 am. You must check out of program housing on the morning of that day. You will be responsible for getting yourself to the airport in time for your departure unless you arrive and depart in Frankfurt according to the ticketing instructions provided.
HOUSING
Citadines Kleber Strasbourg
50-54 Rue Du Jeu Des Enfants, Strasbourg, Bas-Rhin, 67000, France
Telephone: +33 3 9022 4700
Fax: +33 3 8832 4749
Email: strasbourg@citadines.com

Each hotel room is for two people with two twin beds, bathroom, and fridge. Daily breakfast will be provided. Rooming assignments will be made based on a combination of factors as indicated in the information you provide on the housing questionnaire in the IP student portal. **You will receive your roommate assignments during check-in to program housing.** Roommate assignments are made by our staff and **cannot be changed.**

During your on-site orientation, you will be advised of the FSU IP 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.

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 STRASBOURG
Strasbourg has a tram system that can be used to travel around the city, however the hotel is centrally located and walking is the best way to get around.

Although Strasbourg is a generally safe city and it is uncommon, be aware of using taxis that seem like a scam.
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.

Since you will be doing several site visits to companies, your Program Leader will make recommendations for attire for these program visits.

For updates on weather conditions, visit https://www.accuweather.com/en/world-weather.

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

COMPUTERS
A laptop is not required in the trip. However, for a note-taking purpose, the Program Leader suggests a tablet PC to bring. Although not required, students will find a laptop very helpful for communication with friends and families at home and for internet access.

We recommend doing the following prior to departure:

- Bring a plug adaptor so your computer can charge on a foreign outlet (laptops and cell phones do not require a voltage convertor, only a plug adaptor)
- 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 may look into 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
Due to the short length of this program, it is not advised that friends or family send you any mail while you are abroad.

COMMUNICATION & CELL PHONES

Staying connected to your family and friends while you are abroad is extremely important. Establish a communications plan prior to departure. Whether it’s setting up a Skype 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.
- 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.
- Use the Wi-Fi available in program facilities or around the city with your phone 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 an inexpensive phone with a local plan in-country and pay for more minutes/data as needed.

A pay-as-you-go phones are fairly inexpensive, and can be used for local and national calls in your study abroad country, calls to and from the U.S., and calls within continental Europe.

We strongly suggest that you do not buy a pay-as-you-go cell phone in the U.S. to take abroad. 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 abroad.
EXPENSES WHILE ABROAD
When estimating your financial needs abroad, calculate the amount of money you will need for meals for the entire period of your stay; costs for your personal entertainment and social activities.

CURRENCY
France uses the Euro as the national currency. Exchange some dollars ($75-$100) before you leave the U.S. or at an ATM once you land if you plan to take a train or taxi. Don’t exchange more than $100, you just need enough to get you to your study abroad location and to a bank abroad. Visit http://www.xe.com/currencyconverter/ for the current exchange rate.

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 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.

Less urgent situations should be treated in one of the many nearby general practitioner or walk-in clinics. GP visits will incur a fee, which students are responsible for paying upfront. Students can file a claim for reimbursement through CISI.

ALCOHOL AWARENESS & ILLEGAL DRUGS
The legal age for the drinking of alcohol in France 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. Should students violate the FSU International Programs conduct code regarding drugs and/or alcohol, they will undergo a student conduct code process, where outcomes are appropriately assigned. In short, know your limits, and drink in moderation if you choose to do so, but not to excess.

Florida State University does not tolerate 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. For complete information on student judicial processes, victim rights, and appeals see the Student Conduct Code: https://sccs.fsu.edu/.

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.

Be sure to bring sufficient quantities of your prescription medication with you to last for the duration of your stay. Keep these in their original containers with copies of the prescriptions and place them in your carry-on luggage. Bring a copy of a legible prescription from your doctor.

Please be aware that not all U.S. drugs are available elsewhere. In particular, Adderall and Concerta are not available in all countries. Don’t postpone discussing your prescription needs with your doctor. You will likely need to work with your insurance company to cover your vacation prescription. If you experience difficulty in obtaining a prescription for your time abroad, seek assistance from our office.

We also recommend doing the following:
• If you wear glasses or contact lenses, take an extra pair and/or the prescription.
• Complete routine medical and dental care before you leave.
• A tetanus booster shot is suggested if you have not had one within the past 10 years.
• A flu shot is also suggested prior to departure.
Policies & Safety

Rules, Policies & Procedures

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 Emergency and Risk Management, Tina Brooks, at 850.644.3786 or cbrooks2@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 https://dsst.fsu.edu/vap.
  - 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 & 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 kept 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 your Program Leader 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. Beware of strangers who try to distract you with papers, boxes, or strange gestures. Smartphones and purses are often stolen in crowded areas, cafes, restaurants, and pubs. Keep them close to you and within your own sight, but out of the reach of strangers. Secure your valuables when you use public transportation, especially if you are travelling on an overnight train/coach.

- Weapons. You are strictly prohibited from keeping or using firearms, knives, weapons (including pellet, air guns, paintball guns or other dangerous articles or substances). Weapons, such as guns, mace, pepper spray, and disguised or flick knives are illegal in France. 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

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:

https://letsgo.com/ (online travel guide)
http://www.state.gov/travel/ (US State Department’s information for Americans living abroad)
https://nolesabroad.international.fsu.edu/ (FSU International Programs blog with articles from former program participants)

USEFUL APPS
CityMapper (Transportation app to help you navigate like a local)
Open Table (Explore the restaurant scene)
Too Good to Go (Find heavily discounted surplus food daily)
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
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