

Florence, Italy

Michigan-Wisconsin

Student Handbook

Summer 2009

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Congratulations on your acceptance into the Michigan Summer Program in Florence, Italy. University of Michigan rules apply to University of Michigan and University of Wisconsin students admitted to the program. For curricular and academic issues, however, University of Wisconsin students should contact their own program officer.

In case of an emergency, inform the program director in Florence and/or your study abroad advisor on the home campus.

The information you will find in this handbook is up-to-date as of the time of printing, early April 2009.

PROGRAM OVERVIEW

As one of approximately 50 students enrolled in the Florence Summer Program, you are participating in an academic program designed to provide an introduction to the culture, history, and literature of Italy throughout the centuries. In this program, you will be taking courses and living at the Villa Corsi-Salviati, which dates back to the Renaissance, located outside Florence in Sesto Fiorentino.

The program in Florence is, first and foremost, an academic program. Students are required to take two courses, taught by professors from U-M and by local Florentine academics, and can expect to earn 6 credits for the program. All courses, except for the Italian language offerings, are taught in English. Classes are taught with academic standards and requirements comparable to what you are accustomed to at your home university. The very critical differences from courses at your home university are, of course, that the classes all focus on Italy and modern Europe and the program schedule includes optional excursions and site visits to many of the places, buildings, and works of art that are central to this program.

The Florence program is unusual in that it is, in essence, a living-and-learning community, with students, faculty, and director all living at the Villa Corsi-Salviati. Rooms are mostly doubles and triples, with a few singles and quads. In addition to classroom and living areas, the Villa also houses a dining room, a small library, and computer facilities.

This manual intends to provide an introduction to the program, with information about what to expect (and what the program expects from you), as well as pre-departure suggestions and requirements. Please read it carefully at the earliest possible date: you need to be as knowledgeable as possible about the program, and about what to do as you prepare to travel to Florence.

ACADEMIC PROGRAM

This program lasts 6 weeks and corresponds to a summer half term in the U-M calendar. Course offerings change each summer, although some courses, such as Renaissance Art History, classical and modern architecture, and Italian language, are offered every year. Classes focus on Italy from the Renaissance to the modern era, and are designed to take advantage of the location on the outskirts of Florence. Students choose two courses from the six offered, including beginning Italian (two sections).

Classes in Florence begin in late June and end in late July, with the add/drop deadline coming one week into the term. There is one mandatory, academic trip to Rome, and one optional trip to Venice. **Students must arrive in time to participate in orientation, and may not leave before final exams are completed.**

ACADEMIC CALENDAR - SUMMER 2009

Students arrive at the Villa*	Mon., June 22, 2009
Orientation	Tues., June 23, 2009
Classes begin	Wed., June 24, 2009
Cinque Terre trip (optional)	Fri., June 26, 2009
Add/Drop deadline	Wed., July 1, 2009
Pass/Fail deadline	Wed., July 8, 2009
Rome academic trip	Fri.- Sun., July 17 - 19, 2009

Venice trip (optional) Fri.- Sat., July 24 - 25, 2009
 Classes end Tues., July 28, 2009
 Final exams..... Thu., July 30, 2009
The Villa closes at noon Fri., July 31, 2009**

- * *Students are required to arrive the day before Orientation; please note that you are likely to have to depart from the U.S. on June 21 in order to arrive in Florence on June 22. Please schedule to arrive at the Villa between 10:30am and 7pm.*
- ** *Students must check out of their rooms by 10am, and leave the Villa by 12 noon.*

COURSE SELECTION & OFFERINGS: SUMMER 2009

You can expect to earn three credits for each class taken, for a total of six credits upon successful completion of the program.

Most classes are held twice a week, with each meeting lasting two hours. The Italian language classes meet for an hour and a half four days a week, Monday through Thursday, while the studio art class meets three times a week. All non-language classes are taught in English.

Classes meet on Monday and Wednesday, or Tuesday and Thursday. For some courses, such as the art history survey, site visits and other required class-related activities may be scheduled at other times. The schedule is intended to provide blocks of time that will enable site visits of special interest in and around Florence and Tuscany. Students are expected to attend class meetings and that attendance will be factored into their final grades; faculty members will inform students of the attendance policies in their classes at the beginning of the program.

Course selection materials and instructions will be sent to students the first week of April. You will select classes prior to traveling to Florence and, based on the information in the class descriptions, can purchase books before departure. Here are general rules governing enrolling in courses:

- There is a limit of **20** students per course.
- The program offers two sections of Italian 101 and the renaissance art course (with sufficient enrollment).
- **Drop/ add** courses in the first week of the term (you cannot drop a course without adding another)
- Students may also take courses **pass/fail** by the end of the second week of classes

For additional information concerning academic policies and regulations at their home universities, Wisconsin and U-M students should consult their study abroad offices or refer to general study abroad handbooks and guidelines received prior to departure.

Students may choose **two three-credit courses** from among the following:

Prof. Grazia Badino, Florentine Art Historian
Early Renaissance Art in 15th Century Florence (3 credits)

The course is an introduction to Renaissance Art in Florence: from Ghiberti, Brunelleschi, Masaccio and Donatello to Michelangelo’s youth in the age of Lorenzo il Magnifico and Republican Florence. The survey will span the entire 15th and early 16th centuries in the form of lectures at the Villa Corsi Salviati and on-site visits, mainly to downtown Florence. Alternating the classroom sessions with visits to the major museums and monuments of Florence, students will have the opportunity to integrate their studies with firsthand experience of the masterpieces of the Golden Age of Humanism. My aim is to give students different keys by which to approach a work of art in its complexity; these comprise history, iconography, technique, style, and, of course, beauty. Florence is surely the best place to acquire a basic knowledge of Renaissance art and it also affords the opportunity of learning about coeval Italian Art in general. The program includes an overnight trip to Rome that will enhance our insight into this epoch and its culture.

Required Reading: Coursepack, to be purchased in Florence

Vincenzo Binetti, Associate Professor of Italian, University of Michigan

Literature and Society (3 credits)

This course will address issues of national identity, literature, and culture in modern and contemporary Italy, through close readings of specific Italian novels in English translation; we will also look at other forms of cultural production (such as films, visual media and articles from journals, magazines and newspapers) in order to further investigate and problematize various and often controversial representations of the Italian nation-state.

Readings, among others, of novels by Enrico Brizzi, Andrea De Carlo, Italo Calvino, Nanni Balestrini, and Dacia Maraini.

Enoch Brater, Professor of English and Theater, University of Michigan (Program Director)

Shakespeare's Italy (3 credits)

This course is designed to explore the profound influence Italy and Italian sources have had on the shape of Shakespeare's dramatic accomplishment. In order to do so, the class will focus on five central concerns:

- (a) The "reinvention" of Rome based on Shakespeare's re-reading of Plutarch and Seutonius, especially in *Julius Caesar*.
- (b) The direct borrowings from Italian romance writers, such as Cinthio, from whom Shakespeare derives several narratives, especially the one he develops in *Othello*. The "return" to Italy of such a narrative in the hands of Verdi.
- (c) The incorporation of additional sites and sources in comedies, tragedies and romances such as *Romeo and Juliet*, *Much Ado about Nothing*, *The Taming of the Shrew*, and *The Merchant of Venice*.
- (d) The idea of the Italian "renaissance" as embodied in *Hamlet*.
- (e) The development of a new lyrical language for drama and poetry (Shakespeare's sonnets) based on the "dolce stile nuovo" of Dante and Petrarch.

Students in this course will be encouraged to visit the sites where these plays are said to have taken place (we will include this on the program's trips to Rome and Venice, and consider as well other representations of the figures who appear in Shakespeare's writing (Brutus, for example) as they have been imagined by other artists in the sculpture and painting of the period. The course will conclude with students performing scenes from the plays we have studied in the outdoor theater space on the villa lawn.

Required readings: *The Riverside Shakespeare** (*Copies of this book are available to 16 students to rent for the semester for a small deposit. First come, first served. We will contact all students regarding this after we receive course selection forms.)

Kristin Hass, Assistant Professor of American Culture, University of Michigan

Keeping Accounts: The Fine Art of the Memoir in Florence (3 credits)

Students will read a different memoir each week. These will include: the memoir of a fifteenth century peasant, Duccio Balestracci's *The Renaissance in the Fields*; the memoir of a merchant in Medici era, Mark Phillips' translation and annotation of *The Memoir of Marco Parenti*; the memoir of an early twentieth century childhood, Kinta Beevor's *A Tuscan Childhood*; the memoir of a family saved by the only African American combat soldiers in Europe at the end of WWII, Tullio Bertini's *Trapped in Tuscany: Liberated by the Buffalo Soldiers*; and of a twentieth century American art critic, Mary McCarthy's *The Stones of Florence*. Students will be asked to pull a history of the city from these memoirs and to see their own experience in Florence in the context of the history of meaning making in the city and of Americans in Florence.

Writing for the course will include critical responses to the memoirs *and* students will be asked to produce a memoir of their own. Class time will include a good deal of reading and responding to each other's writing. The last week of class will be dedicated to the intellectual work required to put the memoirs written over the course of the term into a final, thoughtful form.

Required readings: Please see list of 5 required texts above.

Prof. Silvia Sammiccheli, Florence Program**First Semester Italian (3 credits)**

Designed to provide a solid foundation in both spoken and written Italian, this intensive introduction permits comprehensive coverage of basic structures and vocabulary. Exclusive use of the language in dialogues and drills encourages development of linguistic awareness in a dynamic context.

Required text: Riga, Carla L. et al. *Ciao!* 6th Edition. Heinle & Heinle Publishers, Inc. (*Workbook not required*) Coursepack with workbook material to be purchased in Florence; purchase text prior to arrival.

Stefano Socci, Professor of Theatre and Film History, Fine Arts Academy of Brera, Milan, and Fine Arts Academy of Florence**Italian Cinema: Masterworks from Neorealism to the Present (3 credits)**

This course examines the historical, social and cultural roots of Italian Cinema, starting with the silent movies (*Cabiria*, 1913), and traces its development from Neorealism to the present. The course covers leading directors as Antonioni, Bertolucci, De Santis, De Sica, Fellini, Leone, Moretti, Pasolini, Rossellini, Taviani, Visconti. The course also offers an outline of main genres in Italian Cinema: drama, melodrama, comedy, spaghetti western, peplum (sandal movie). The main purposes of this course are: (1) to introduce students to major Italian movies from Neorealism to the present; (2) to examine some of the basic principles of film criticism; and (3) to show how Italian history is described by Italian directors.

Required readings: Peter E. Bondanella, *Italian Cinema: From Neorealism to the Present** and Millicent Joy Marcus, *Italian Film in the Light of Neorealism** (*Books available at Villa library; students do not need to purchase books*)

SCHEDULE OF CLASSES

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:30 Breakfast	7:30 Breakfast	7:30 Breakfast	7:30 Breakfast	8:00 Breakfast
9.00-11.00 Literature and Society Prof. Binetti	9.00-11.00 Early Renaissance Art Prof. Badino Section 1 (On-site)	9.00-11.00 Literature and Society Prof. Binetti	9.00-11.00 Early Renaissance Art Prof. Badino Section 2 (On-site)	
11.00-13.00 Shakespeare's Italy Prof. Brater	11.00-13.00 Early Renaissance Art Prof. Badino Section 2 (On-site) 11.00-13.00 Keeping Accounts: The Fine Art of the Memoir in Florence Prof. Hass	11.00-13.00 Shakespeare's Italy Prof. Brater	11.00-13.00 Early Renaissance Art Prof. Badino Section 1 (On-site)	
1:00 Lunch	1:00 Lunch	1:00 Lunch	1:00 Lunch	
14.00-16.00 Early Renaissance Art Prof. Badino	14.00-16.00 Italian Cinema Prof. Socci	14.00-16.00 Keeping Accounts: The Fine Art of the Memoir in Florence Prof. Hass	14.00-16.00 Italian Cinema Prof. Socci	
16.00-17.30 First semester Italian Section 1 Prof. Sammiccheli	16.00-17.30 First semester Italian Section 2 Prof. Sammiccheli	16.00-17.30 First semester Italian Section 1 Prof. Sammiccheli	16.00-17.30 First semester Italian Section 2 Prof. Sammiccheli	
17.30-19.00 First semester Italian Section 2 Prof. Sammiccheli	17.30-19.00 First semester Italian Section 1 Prof. Sammiccheli	17.30-19.00 First semester Italian Section 2 Prof. Sammiccheli	17.30-19.00 First semester Italian Section 1 Prof. Sammiccheli	
7:00 Dinner	7:00 Dinner	7:00 Dinner	7:00 Dinner	7:00 Dinner

PURCHASING BOOKS AND OTHER COURSE-RELATED MATERIALS

The course descriptions included with this manual provide information about the readings and other materials you will need for your classes in Florence. Some courses require you to purchase books for your classes before leaving for Florence or buy a coursepack on arrival. Other courses will use books in the Villa library. Your study abroad advisor will email you with details.

WHERE TO PURCHASE BOOKS

Ann Arbor **Michigan Union Bookstore (Barnes & Noble)**
Ground Floor, Michigan Union
530 State Street, Ann Arbor, MI 48109
Hours: Mon – Fri 9a.m. to 6p.m., Sat 10a.m. to 5p.m.
Phone: 734-995-8877
Website: www.umichigan.bkstore.com

Madison The University Bookstore
Location: State Street Mall, west of Lake Street, across from the Memorial Library.
Address: 711 State Street, Madison, WI 53703
Hours: Mon – Thu 9:00 am to 7pm, Fri-Sat 9am to 5:30pm, Sun 12 pm to 5 pm
Phone: 608-257-3784
Website: <http://text.uwbookstore.com/home.aspx>

In Florence, it is possible to purchase some books at the Paperback Exchange, although not all books may be available. Please check with Rosita Cirri, the Administrative Assistant at the Villa, for more information about this English-language bookstore.

It is NOT recommended that you have books sent to Italy. Surface mail is extremely slow and undependable; airmail is extremely expensive. At the end of your stay, when time of arrival does not matter, you can ship your books home. However, it is crucial that you have your books at the beginning of the program and the only sure way to have the books is to carry them with you.

Coursepacks for some courses will be available for purchase in Italy; you will not need to purchase them before leaving the U.S..

COMPUTER & LIBRARY FACILITIES

COMPUTERS

The Villa is set up for wireless internet. There are various computer facilities for students at the Villa (8 PC's and two printers). All computers are equipped with Internet access and word processing and can be used to access e-mail. Students use their regular home university email accounts. If you already have a laptop, you are recommended to bring it.

LIBRARY

Academic facilities at the Villa include a library of approximately 3000 volumes, shelved in three interconnected rooms. The collection is intended to support the course offerings at the Villa each term, and while it is not as extensive a collection as at the home campuses, it contains basic primary and secondary source materials. There are also multiple copies of some of the texts used in classes. In addition, the library is furnished with tables and chairs and provides study space.

CLASSROOMS

There are several rooms reserved for classes. In addition, a room in the basement has been equipped for classes in which videos are shown.

GRADES & CREDITS

All students enroll in two courses, earning 3 in-residence credits for each course. You may drop/add a course within the first week (to drop a course, you must add one), and may also elect to take a course or courses on a pass/fail basis, subject to the same deadlines, rules and guidelines as at your home school. Students wishing to take a course pass/fail need to inform the Program Director, the administrator in Florence, Rosita Cirri, or your study abroad advisor at your home school. Please note the deadlines set and printed in the calendar in this manual.

SPECIAL ACADEMIC RULES/GUIDELINES AND REGISTRATION

If you are a **U-M** student, **you must enroll in the Florence Study Abroad program itself before leaving.** You will need to register yourself on Wolverine Access for **STDABRD 354 section 201**, for 6 credits. These are, in effect, “place holder credits,” and upon completion of the program, the OIP will record to your academic record the titles, grades, and credits for the specific courses you took in Florence. This will replace the block of 6 credits you registered for before departure. **These grades will calculate into your overall GPA**, just as they would on campus.

Wisconsin students, please check with your study abroad office for registration instructions and policies.

Make sure you do not have any financial holds on your account that would prevent you from registering; you will be responsible for any late registration charges that result from financial or other holds or for failing to register.

LIVING AT THE VILLA

The Villa Corsi-Salviati and its grounds are both imposing and welcoming. Of Renaissance foundation, the Villa has been superbly maintained and successfully but discreetly updated. Begun over 500 years ago, the Villa has been added to and renovated over the years, and our program leases a portion, but not all, of the buildings and grounds. It is one of the great houses of Florence and its gardens are various and command wonderful views.

Living at the Villa is both a **privilege** and a **responsibility**. The privilege is that one lives in a home finer than almost any that others have lived in at any time, in any place. The responsibility is to keep it that way—for our own enjoyment and for the enjoyment of those who will follow us. The Villa was not built as a university seat for classrooms and group living, but as a family country residence. We have been permitted to adapt to our uses the home of a culturally and historically important Florentine family. Naturally, certain restrictions are placed on its use, and the Villa enjoys the special protection of the Fine Arts Commission of Italy. You will learn more about the Villa and living there at orientation meetings but in general your own judgment should warn you when you are about to damage the physical or aesthetic character of the Villa. Your good taste should indicate, for example, that laundry is not to be hung out of windows to dry or that posters should not to be tacked or taped to the walls. Please check and then check again to make certain what may or may not be done in this splendid house.

The property has been extensively renovated by the present owners specifically for the Michigan-Wisconsin-Duke program. You will be housed primarily in double and triple rooms (and one or two quadruples); there are also a few singles. The property also contains classrooms, a small library and study space, computer facilities, a dining hall and kitchen, and reception rooms.

The Villa Corsi-Salviati is situated in Sesto Fiorentino on the outskirts of Florence. Literally, as the name indicates, it is at the sixth Roman mile (about 10 kilometers) from the center of the ancient city of Florence on the Roman Via Cassia (now the Via A. Gramsci). Originally a workers' community, today Sesto is a bustling town, engaged primarily in the production of porcelain and maiolica, with a cinema, cafes, restaurants, shops, and other amenities. Also in the immediate area are several other magnificent Villas and gardens which are open to the public, including the Medici Villas of Castello and Petraia. The area of Monte Morello, immediately to the north of the Villa Corsi-Salviati, offers the opportunity for beautiful walks.

The Villa Corsi-Salviati and Sesto are on a direct bus line to the center of Florence (the bus lets you off at Santa Maria Novella, the central railway station), with easily accessible and frequent service. The bus ride is about 30 minutes although it can take longer during rush hour. You might want to purchase a monthly bus pass for your convenience.

There is a fast train with regular daytime service from the nearby Zambra station that takes about 13 minutes to arrive at SMN. Tickets must be purchased in advance.

RESPONSIBILITY FOR PROPER CARE OF THE VILLA

A general comment will help indicate the spirit in which we all might best participate in this unique living experience. The Villa is not an impersonal public place, nor is it a university dormitory in the U.S. It is in fact more like a **joint home in a beautiful Renaissance Villa**, and the same courtesies and sense of respect for the sensibilities and safety of others should guide your behavior here as in your own homes.

All residents of the Villa share responsibility for the proper care of the property and its contents. In the event of any damage to the communal spaces in the Villa, the account of the person or persons responsible will be charged accordingly at the end of the program. Should it be impossible to attribute the damages to an individual or individuals, the charge will be shared by all the members of the program.

At the beginning of each semester, the Villa Manager will inspect each student bedroom and will take inventory of the contents of the room and note their general condition. A similar review will be made at the end of the semester. In the event of damages beyond normal wear and tear, the accounts of the residents will be charged accordingly. Credits for the program will not be released until accounts have been settled.

LIVING ARRANGEMENTS

ROOMS

Students are assigned to rooms based on the information they provide in the housing preference form. Most rooms are doubles and triples, with a few singles and quadruples. Room and roommate assignments are made before arrival, and it is, therefore, critical that if you have needs or preferences that it would help us to know, you include that information on the housing form provided by your study abroad office.

MEALS

Meals are taken in the limonaia, the room where lemon trees were once stored in winter. Breakfast is served Sunday through Friday; lunch and dinner, Monday through Friday. On Fridays, there is a bag lunch, while on Saturdays, when many students are away from the Villa, no meals are served. On Sunday a later breakfast and dinner are offered. If you stay at the Villa over the weekend, then you will need to plan either to eat out or to purchase food at one of the nearby grocery stores, the local COOP or Esselunga. Note that there is a coin-operated coffee machine in the basement.

You are expected to be prompt at all meals. Please come suitably attired: NO bare torsos, bare feet or pajamas. Coffee and tea will be served at all meals. If you will not be at the Villa for a meal, we ask that you notify the program that you will be away.

Provisions are made for vegetarians or those following religious dietary laws. Please discuss your needs with Helen Burroughs, the Villa Manager, as soon as you arrive. (There is also a place to provide this information in the housing form.)

GUESTS AND MEALS

Each student may invite two family members to lunch meals at the villa during the semester; you may invite two members at one time, or have a guest on two different days. Students are expected to notify Helen

Burroughs of the guest's name and date of the visit three days in advance of the visit. Only four guests will be accepted for any given day.

LAUNDRY

Sheets, pillows, and blankets are provided, and sheets will be laundered for you every other week. For your personal laundry, including towels, there are three token-operated industrial washing machines and one dryer at the Villa for you to use. (Tokens can be purchased at €1,50 per token from Helen Burroughs; one token buys a wash or 30 minutes' drying time.) Laundry soap is provided, and an iron and an ironing board are also available.

MAIL AND THE POST OFFICE

Italian mail truly lives up to its reputation for being SLOW. Postcards are given low priority and may take a month or more to reach the U.S. Airmail letters take anywhere between one and two weeks to reach the U.S. Stamps and aero grams can be purchased at tobacco shops. Sending mail from Sesto generally takes several days longer than from Florence. For faster service, mail cards and letters from the Florence train station.

To send home larger items there are a variety of rates depending on the contents of the packages. Packages may be sent by airmail, which is very expensive, or by sea. Shipping by sea is both slow and untrackable, although less expensive, and may take 3-4 months. A special book rate is also available for packages under 5 kilos (approx. 10 lbs.).

Shipping agencies may also be used to send your things home; this may be necessary if your packages are too big to be mailed by the post office. Agencies such as Mailboxes Etc., Emery Worldwide Air Freight can also provide door-to-door service for an additional cost. At the end of each term, staff at the Villa organize a pick-up for students and faculty to ship things home by Mailboxes Etc. Program participants receive a discount this way.

Important note: When shipping packages FROM the U.S. TO Italy through a freight forwarder or the mail, the sender will be asked to declare a value for the contents. The declared value can result in a customs tax of up to 40% of that value for the recipient, so if someone from home ships you a box of clothes and declares its value at \$200.00, you can expect to pay \$80.00 in customs tax! Our advice is to declare \$10-\$30 value on goods shipped and to label the package "Oggetti Personali" (personal belongings) to avoid high custom fees. Most people think that in the event a package is lost or damaged, the declared value will be refunded. Whereas in some cases this can be true, in most such a declaration is unnecessary and can prove expensive. Do NOT send cosmetics or medicines of any sort; they must pass through customs, and it will take a long time for them to be cleared.

TELEPHONES

Cellular phones (telefonini) are cheap and work well. There is no charge for receiving international calls. No contract is necessary. The villa has a number of cell phones which you may purchase at the beginning of the semester for a reasonable price and then sell back to the program at the end of the term. You will then need to purchase a chip to allow you to activate the phone and make calls either locally or internationally. You will learn more about this option at the orientation when you first arrive at the villa. Cell phones must be turned off in the classrooms and in the dining hall.

Note: Please remind your friends and family that Italian time is six hours ahead of Eastern Standard Time. If they call you from the East in the U.S. at 10p.m., it will be 4a.m. in. Similarly, if you call them from the Villa at noon, before lunch, it will be 6a.m. in Michigan, North Carolina, and New York (and 5a.m. in Wisconsin).

GUESTS

All guests must leave the Villa and its grounds by 10 p.m. Anyone found to have had a guest overnight is subject to expulsion. Please do not take this rule lightly, for we do not. Italian law strictly forbids us to take unregistered guests. If you have friends or family visiting Florence and are in need of accommodation, please see the list of hostels and hotels below.

ACCOMMODATIONS IN FLORENCE

Students who need accommodations in Florence may want to stay at one of the following youth hostels or hotels. If you have family or friends visiting you during the program, we suggest referring them to this list. Please note that prices may be higher than indicated here.

YOUTH HOSTELS

- Santa Monaca, Via S. Monaca 6, Tel. +39.055.268338, 8 rooms, 85 beds, 8 bathrooms
- Villa Camerata, Viale A. Righi 2/4, Tel. +39.055.601451, 29 rooms, 500 beds, 25 bathrooms
- Youth Firenze 2000, Via Raffaello Sanzio 16, Tel. +39.055.335558
 - This hostel is located in the area of Santo Spirito/San Frediano in the Oltrarno. All rooms have private bathroom facilities.
- Ostello Archi Rossi, Via Faenza 94r, Tel. +39.055.290804, Fax. +39.055 2302601

HOTELS/PENSIONI (INNS)

- Albergo Firenze
 - Piazza Donati 4, Tel. +39. 055.213311/055.268301
- Hotel Pardini
 - Via Strozzi 2, Tel. +39.055.211170
- Hotel Porta Rossa
 - Via Porta Rossa 19, Tel. + 055.287551
- Hotel Silla
 - Via dei Renai 5, Tel. +39. 055.2342888

LODGINGS IN SESTO FIORENTINO

10-20 minute walk from the Villa

- Villa il Paradisino
 - Via Cafiero 57, Colonnata, Tel. +39.055.4494824 (very highly recommended, especially for families)
 - Email: info@villailparadisino.it; www.villailparadisino.it
- Villa Villorosi
 - Via Ciampi 63, Colonnata, Tel. +39. 055.4489032

FEES AND BILLING

PROGRAM FEE: WHAT IS INCLUDED

Michigan students will be assessed U-M half term tuition, at appropriate resident/non-resident upper-/lower-division rate (for more info see: <http://umich.edu/~regoff/tuition>) plus a program fee. Both will be billed through U-M Student Financial Services.

For UW-Madison students, students pay a program fee. Please refer to the cost sheet attached to your acceptance e-mail for program cost specifics. UW-Madison students do not pay tuition in addition to the program fee. The program fee will be billed to you through the UW-Madison bursar's office.

For all students, program fees cover room and board at the Villa. Program fees also cover accommodations and transportation to and from program-sponsored field trips, and a museum pass for most Florence museums.

Expenses NOT covered by home school fees include air fare and ground transportation from your U.S. departure point to the Villa and back; textbooks and coursepacks; accommodations before and after the beginning of the program, or when the Villa is closed for fall and spring break; meals not provided at the Villa; cost of personal trips and phone calls; optional excursions; other personal items such as toiletries.

Although it is usually not possible for non-consortium students to attend one of the pre-departure orientation meetings at the partner universities, materials distributed at the U-M orientation meeting will be given to all students. These materials should be read carefully prior to departure. Non-consortium students are considered to be U-M students for the purposes of the Florence program, and as such are subject to the same requirements (course load, pass/fail and drop/add deadlines, etc.) as other U-M program participants.

LIVING EXPENSES

Estimated costs are indicated in the cost sheet available on the OIP web site. After your arrival, estimated living expenses for the six-week program are as follows:

- Meals not provided at the Villa: €150
- Local transportation: €60
- Textbooks and other academic supplies: €150
- Personal Expenses: \$800 (estimated; varies greatly by individual)
- Key and room deposit: €80

BEFORE YOU GO

DOCUMENTS

Once you are admitted to the program and decide to accept the offer, there are a number of things that you will need to do before you go. They are:

- Apply for a passport if you do not have one already
- Make travel reservations
- Obtain a student visa
- Make arrangements for handling your money while abroad
- Review your medical needs and the insurance coverage you will have/require while abroad
- Purchase books and other materials for your classes
- U-M Students: Register yourself at the U-M's International Travel Oversight Committee website, at www.umich.edu/~itoc/

APPLYING FOR A PASSPORT

If you do not already have a passport, apply for one immediately. Passports are issued by the U.S. Passport Agency, and this process may take several months during the peak summer period. The passport application is available at most U.S. post offices or can be downloaded from the web (www.travel.state.gov/passport/index.html).

If you already have a passport, check to be sure that it will be valid for the entire time you will be abroad and for ninety days after you leave Italy. If it expires while you are abroad, or within a few months of your departure from Italy, renew it before going abroad.

MAKING TRAVEL ARRANGEMENTS

Because students often wish to travel before or after the program, there is no group flight nor do the partner universities make travel arrangements on behalf of program participants. You will need to make your reservations yourself, and we suggest that you do so at an early date, before trans-Atlantic flights are filled up. You are expected to arrive at the Villa on the date that the program begins, and if you are unable to arrive at the program on the first day, you may be dropped from the program.

You are expected to arrive at the Villa on **Monday, June 22, 2009**, after 10:30a.m. but not later than 7p.m. We regret that admission before that date and hour is impossible. The first meal provided by the program is dinner on Monday evening. *Orientation and the introduction of staff and faculty will begin at 10:00a.m. Tuesday, June 23, 2009. The orientation session is mandatory.*

For details on travel arrangements, see the “Getting There” section in this handbook.

Once you have made your travel arrangements, please notify your study abroad office of your travel itinerary, and expected time of arrival at the Villa. It is important that you do so so that we can let the Villa staff know when you will be arriving. If for some reason you will not be arriving at the Villa at the time you had originally scheduled, please let your study abroad office know or call the Villa (011.39.055.444.300.) They will be expecting you, and need to know if your plans have changed at the last minute.

OBTAINING A STUDENT VISA

All students studying in Florence for the semester are required to obtain a student visa prior to departure for Italy.

U-M students may apply through the OIP, regardless of their state of permanent residence; the OIP will in turn deliver the documents to the Italian Consulate in Detroit. Information about this process will be provided in a separate e-mail. (Students who do not or cannot return the visa materials to the OIP by the specified deadlines are responsible for obtaining the visa themselves.)

Wisconsin students will receive visa instructions by e-mail. Students will turn in their visa materials to Katie Saur for batch processing. They will then forward your materials on to the Italian Consulate in Chicago for processing. You'll be contacted by e-mail to pick up your passport once it has been returned by the Italian Consulate.

Non-consortium students: a list of Italian Consular Offices in the United States and the states over which they have jurisdiction can be found on the web at www.ambwashingtondc.esteri.it/Ambasciata_Washington/Menu/Ambasciata/La_rete_consolare/. Contact the consulate that has jurisdiction over the state of your permanent residence (which is not necessarily where you go to school). Each consulate has its own slight variations on the application procedures and documents, so IT IS IMPORTANT THAT YOU CONTACT THE APPROPRIATE CONSULATE AND REQUEST THEIR MATERIALS FOR OBTAINING A VISA.

If your study abroad office will NOT be supervising your visa application, you will need to present the following documents at the Italian Consulate (please note - this list may vary from consulate to consulate; you will need to check your consulate's requirements):

- Your passport plus a photocopy.
- A visa application, signed and notarized
- A letter, issued by your study abroad office, verifying your participation in the program. You will be given a copy of this letter with the official Consulate stamp on it when your visa is processed. **You must bring the stamped copy with you to Florence.**
- A photocopy of your round-trip airline ticket, notarized.
- A letter of enrollment from your home university, verifying that you are a currently enrolled, full-time student. Your university Registrar should be able to provide such a letter.

- An insurance affidavit, downloaded from the Consulate website. You should check Box A, which says that you intend to buy state health insurance in Italy. All students will be required to do this.
- A financial affidavit, downloaded from the Consulate website, to be filled out and signed by your parent or legal guardian. The signer should be the person who will be financially responsible for you while you are in Italy. You will need to attach a bank statement or a letter, on bank letterhead, verifying that the signer is in good financial standing and/or that they can afford to support you while you are abroad. (Many banks, however, are unwilling to write such a letter and instead will only issue a letter stating how much money is in each account.) Some consulates want to see a substantial amount of money in the savings account rather than in the checking (since the Consulate maintains that checking account money can be spent too easily). How much money are they looking for? The Detroit consulate wouldn't say. Other consulates are now also checking six months of original bank statements. So be prepared to produce any documentation that they might require.
- A U.S. Express mail envelope, postage paid and addressed to your permanent address so the Consulate can send your passport back to you quickly and without fear of loss. (Please note: The Italian Consulate in Detroit will only deal with U.S. Express Mail.)
- Do not leave this until the last minute. If you mail your application, send it secure mail also. And whether you apply in person or mail in your application, keep a copy of everything you submit to the Consulate.

Important: The Detroit Consulate has a web site from which you can print a current visa application along with up-to-date instructions. The web address is www.consdetroit.esteri.it/Consolato_Detroit/.

Chicago Consulate: www.conschicago.esteri.it/Consolato_Chicago

Philadelphia Consulate: www.consfiladelfia.esteri.it/Consolato_Filadelfia/

MONEY

It is important that your supply of money be secure and accessible from the beginning of your stay in Florence. We recommend that you have a variety of ways of receiving money available to you. Don't put all your eggs in one basket.

CASH

Make sure you have at least \$150 worth of Euros with you when you arrive in Italy. Foreign currency can be purchased at some local banks or travel agencies, but you usually need to allow several days for this transaction. ATMs are available in all major airports. Offices for exchanging money (cambio) at airports or train stations are sometimes closed; when open, the lines are usually long and may move slowly. Rates of exchange in such places are often unfavorable. There are no facilities to change money at the Florence airport, but there is an ATM machine there.

ATM AND DEBIT CARDS

An ATM or debit card allows you to access money in your American account. Cirrus and Plus systems are the most common in Europe. (Look on the back of your ATM card to see for which systems it is compatible.) You need to obtain an internationally valid PIN in order to use your ATM card abroad. Check with your bank to make sure that your PIN is an international one. This is a great way to get money as you receive a favorable exchange rate. Do not make this your only means of getting money: sometimes machines are broken and cards can get eaten. Also, ATMs charge a transaction fee every time you withdraw money. Debit cards can be used like credit cards. Your bank may have a limit on how much can be withdrawn weekly, and there may be transaction fees as well. Please check about these fees with your bank before leaving for Italy.

CREDIT CARDS

Another possibility is to have an American Express card, which allows you to cash up to \$1,000 worth of personal checks every 21 days on your American checking account (bring your checkbook). You can do this

at any American Express office in Europe (there is one in Florence with excellent services). If you intend to get an American Express card, do so immediately. Processing your card application can take weeks.

It is also increasingly easy to obtain money at banks and cash machines throughout Europe (including in Sesto) through a cash advance against a Visa card (Master Card is also possible though less commonly used in Europe). Although there is a small charge for the transaction charged against your Visa account and you may be charged interest on the advance, the exchange rates are generally quite favorable and actually better than what you may get at a bank. To obtain money in this way, you will need to obtain an international Personal Identification Number (PIN) for the Visa account prior to leaving the U.S. Call the bank that holds the Visa account to find out how to get an international PIN for the card.

MasterCard and Visa, as well as American Express, can be used at some European establishments to charge meals, lodgings, and purchases. Do not take this service for granted, however. Always check since many small hotels, restaurants, and stores do NOT accept credit cards and many require a minimum purchase amount.

TRAVELER'S CHECKS IN DOLLARS

The main advantage to travelers' checks is that they can be replaced if lost or stolen. You will pay a commission to convert these into currency. Recently students in Italy have had trouble finding places to exchange them, so we do not recommend using them as your primary source of funds. Rather, consider having some as an emergency reserve in case your credit card or ATM card is lost or stolen.

BANKING IN ITALY

It is also possible to open a bank account in Florence but you'll find that this is far more time-consuming and complicated than at home and you will not be able to cash checks. ***We strongly recommend you do not do this. Nor do we recommend routinely exchanging dollars for euros in a bank, as the exchange rate is often unfavorable. By all means keep dollars in cash for emergencies, but do not plan to use this as your usual means of obtaining euros.***

How much money you should bring and budget for your stay in Florence depends, of course, upon your means and lifestyle. In budgeting keep in mind that in addition to some of the expenses you have on your home campus (toiletries, laundry, personal money) you will probably do some traveling in addition to the trips primarily paid for by the program. You may also want to do some shopping. Try to make a realistic assessment of your needs and arrange for sufficient funds BEFORE LEAVING HOME. In the past, students have suggested \$2,000 minimum spending money was realistic; others have said they spent far less than at home. A major consideration is to minimize requests home for money. Keep in mind too that the program cannot lend you money.

NON-PROGRAM EXPENSES FOR WHICH YOU MAY WANT TO BUDGET

The program fee which you pay prior to departure covers, among other things, room and most meals at the Villa. There are some additional, non-program expenses for which you may want to set money aside. A partial list includes:

- Coursepacks, purchased upon arrival at the program (most course packs are in the range of €14-15 per course)
- Bus passes (€20,00/21 trips)
- Laundry (€1,50 per token)
- Key and room deposit (€80, refundable)
- Optional excursions and trips
- Tickets to concerts and other cultural events
- Some museum entrances (for those visits not covered by the Florence museum pass)
- Weekend meals which are not served at the Villa

- Souvenirs and presents to take home
- Cell phone rental (small fee)

REVIEWING YOUR INSURANCE COVERAGE AND MEDICAL NEEDS

All program participants will be covered by the University of Michigan's health insurance policy with HTH Worldwide. Information about this policy and its coverage was included in your acceptance package; the coverage begins the day before the Florence program starts and ends the day after the program, providing you with coverage while en route. The OIP will automatically enroll you in the plan and the cost is included in your program fee. If you plan to travel before or after the program, we strongly urge you to begin the coverage earlier or extend the coverage the plan provides; information about how to do so can be found in your OIP general study abroad handbook.

If you have ongoing medical needs or conditions that may require treatment or doctors' visits while you are in Florence, you may wish to obtain a copy of your medical records from your physician to bring with you to Italy. Similarly, we recommend that if possible you bring with you the 6-week supply of any medications you are taking. ***Do not try to mail prescription medications to Italy.***

Prescriptions may be compounded somewhat differently from one country to another, and sometimes these differences can be important. (Remember to keep them in their original containers; do not send them in the mail.)

No special immunizations are needed for travel in Western Europe, including Italy. It has been recommended, however, to get a tetanus shot prior to the program. Also, if you plan any travel outside Western Europe, consult the CDC website for the relevant country or countries to determine whether any immunizations are recommended. (See www.cdc.gov/)

PACKING FOR FLORENCE

Most of us over-pack, especially for a long stay away from home, with the result that we later waste time and money mailing home unneeded articles in order to make room for what we have in the meantime acquired abroad. And we often find that we bring more than we will wear or need during our time abroad. Pack lightly! Our suggestion, based on our own experiences and feedback from former students: Pack what you think you will need, and then take half of it out! Most incidentals (such as toothpaste, shampoo) can be bought as easily in Florence as in the U.S. Buying them in Florence will add interest to your stay and improve your Italian. The Villa also has laundry facilities so there is no need to take huge amounts of clothing. In addition, closet and wardrobe space at the Villa is limited, and if you bring too much, it may have to stay in your suitcase.

Never bring more than you can carry. Not only is traveling with too much an unpleasant experience, but it makes you a target for petty crime. Make sure that you can carry what you bring. The walk between flights or to the train platform can be long, especially if you're loaded with heavy luggage. The farther you have to carry it, the heavier it seems to get.

Normally the climate of Florence is hot and dry in July and August and you are not likely to need more than one sweater and a light (rain) coat or jacket. While the style of dress at the Villa is likely to be distinctly casual (shorts, jeans), you are likely to want to be, like the Italians, somewhat more formal in your dress when going into Florence. You'll find that very few people (and usually only American tourists) wear shorts in Florence or other Italian cities; for women, dresses and skirts are the norm, while for men, pants. We suggest that you bring one dressy outfit—something you can wear to a concert or other special event.

AMONG THE ARTICLES YOU MAY WISH TO HAVE

1. Sturdy walking shoes, well broken-in, preferably waterproof.
2. A small pocketknife (Swiss Army type is excellent- pack in your suitcase, not carry on).

3. Prescription medicines and, where appropriate, a generic prescription.
4. Replacement glasses or lenses or, at least, your eyeglass prescription.
5. Washcloth, hand and bath towel. All bed linens are provided at the Villa, but towels are not.
6. Laundry bag
7. Insect repellent
8. Lip balm
9. Earphones, for the receivers used on art history site visits.

Do not bring plug-in electrical appliances, especially hair dryers, unless they have built-in adapters and can be used on 220-volt current. Alternatives: using battery-operated items (e.g., alarm clocks) and buying what you need in Italy.

OTHER SUGGESTIONS

- Pack your carry-on bag with essential items (medicine, toiletries, etc.) and one change of clothes. Airlines do lose luggage and for some reason it seems to be a particular problem for Florence arrivals! If you lock your suitcase, use a TSA-approved lock when leaving/entering the U.S..
- Instead of a suitcase, consider bringing a large backpack. This also comes in handy if you plan to travel before or after the program or during the break.
- You may find a money belt useful when traveling around Europe. It will enable you to keep your money, passport, credit cards, or other important papers in a safe, hidden place.
- If you don't have a digital camera, bring a supply of film; it is expensive in Italy.
- Bring a supply of passport or vending machine-type photographs, which are often required for museum and transportation passes. You will need at least four for registering with the police when you first arrive (see Orientation and Formalities in Florence).

HEALTH INSURANCE: U-M STUDENTS

A list of doctors, dentists, and other specialists is available through the office at the Villa, and faculty or staff at the Villa can help you to make an appointment. Some visits may be covered up front by HTH (if you see an HTH-affiliated physician), but if you see a physician or other specialist, you will first pay for the visit and then submit a claim for to HTH for reimbursement.

All University of Michigan students are required to be covered by HTH Worldwide health insurance while abroad. Mandated by the U-M Provost, this international insurance plan is reasonably priced, covers a wide range of conditions and events, and eliminates the need to insure that your own health insurance will provide sufficient international coverage.

Coverage under this plan is required, and the OIP will be responsible for enrolling students in the program. Costs of the coverage are included in the OIP Administrative Fee or OIP Program Fee.

HTH Worldwide has a website that provides full information about the insurance program and its benefits: www.hthstudents.com.

SOME COVERAGE BENEFITS

- If students use an HTH preferred physician, HTH Worldwide will pay "up-front" for most medical treatment, eliminating the need to file claims for reimbursement
- If student see a non-HTH physician, students will pay up front and submit a claim form to HTH for reimbursement
- If students go to a pharmacy, they will pay up front for services and submit a claim form to HTH for reimbursement
- Valid entire time abroad, whether in your host country or travelling elsewhere outside the U.S.
- Includes payment for treatment of mental and nervous disorders including drug or alcohol abuse
- Includes most outpatient prescription drugs

- Pre-existing conditions are not excluded
- Includes payment for emergency medical evacuation as well as expenses (up to \$1,500) for a bedside visit by a family member if you are hospitalized
- Students have access to a website of HTH certified English-speaking physicians in their destination location and can pre-arrange an introductory appointment. The website provides links to other important resources available through HTH Worldwide, including drug translations, medical terms & phrases, and CityHealth Profiles (safety and security in your destination location)
- Each student will receive an electronic insurance card, with important access numbers and contact information.

COVERAGE IN THE U.S.

While the HTH Worldwide insurance plan will provide some continued coverage for when you return home following a condition or injury abroad, this coverage is extremely limited and therefore you should by all means continue whatever current health insurance coverage you have in the U.S.

HEALTH EMERGENCIES

In the event of an emergency, go immediately to the nearest physician or hospital without delay and then contact HTH Worldwide. HTH Worldwide will then take the appropriate action to assist and monitor the medical care until the situation is resolved. To contact HTH Worldwide in the event of an emergency, call 1.800.257.4823, collect +1.610.254.8771 or globalhealth@hthworldwide.com.

EXTENDED HTH INSURANCE COVERAGE

If you wish to be covered for a longer period (e.g., travel outside the U.S. before or after the program), you may elect to enroll for additional days, at your own expense, directly on the HTH Worldwide website. Students who purchase new coverage or extend coverage directly outside of the UMICH Study Abroad program must sign up directly on the HTH website using the U-M Ann Arbor Online Group Self Enrollment Codes (OGSE): EAL-7718/ Subgroup Code: UMAO. Students will be billed an additional \$5.00 administrative fee for registering for travel before or after the program, plus the daily coverage cost.

PRESCRIPTION MEDICATIONS

If you require prescription medication, bring a supply with you to last the entire time that you will be abroad. Although many medications are available worldwide, they are not always identical in strength or composition to what you take at home. Bring medications in your carry-on luggage, in their original containers, along with a letter from your doctor explaining the dosage, why the medication has been prescribed, and why you are traveling with a large quantity. This is especially important if you enter the country with medications that are highly controlled due to their tendency to be abused in other contexts.

MEDICAL NEEDS

Remember, if you are taking medication for a medical condition such as diabetes, you must bring all medicine with you or purchase it abroad. Again, **DO NOT ATTEMPT TO MAIL PRESCRIPTION MEDICATIONS TO ITALY**. Italian officials are very suspicious of medicines that might turn out to be illegal drugs and you will have to go through laborious and time-consuming paperwork to clear customs. Getting such packages cleared by customs authorities can be very difficult. For any ailment, from the common cold to migraine headaches, we suggest that you bring your preferred brand of medicine. It is very difficult to find the exact equivalents of U.S. medicines in Italy.

If you have a special medical condition (e.g., respiratory problems, allergies), it is a good idea to bring copies of your medical records with you for consultation in the event that you require medical care. You can keep these records in a sealed envelope in the program office; they will be kept confidential and only opened if needed. They can be returned to you at the end of the term.

If you have a serious food allergy, please make sure to inform Ms. Helen Burroughs at the Villa so that she can alert the kitchen staff. We will send information to her about it, but warnings in such cases are never too many.

TELEPHONE AND INTERNET ACCESS EMERGENCIES ONLY

Villa Office Line: 011-39-055-444-300
Director's Apartment: 011-39-055-440-250
Director's Cell: 011-39-340-301-9802

Use these telephone numbers only in case of a serious emergency to contact the Director of the program. Your parents may leave a message for you, but you will not be called to the telephone for any reason. We request the utmost consideration in calling these telephone numbers after hours, for it will ring directly into the Director's apartment. Please share this information with your parents.

GETTING THERE

If you travel from Detroit, Chicago, or Raleigh-Durham to Florence, you will have to take a connecting flight. If the first leg of your trip takes you to a European city, your luggage will be checked through to your final destination. Depending on your flight route, you may clear passport control at your first landing point in Europe, or have an additional passport control (if you fly first into Great Britain or Switzerland).

If you need to take a train once you have landed in Italy, your travel agent may be able to purchase a train ticket for you. Train tickets are valid for a number of days. If you take a high-speed train, you will have to have a reservation, which may be changed with enough advance notice. If you want to acquire more information about schedules and ticketing rules on Italian trains, go to the official web site of the Italian train company, Trenitalia: www.trenitalia.it/

Flight options vary, depending on your departure city. Unless you plan to travel in Europe before the beginning of the program, try to book a flight with only one stop before landing in Italy.

Arrival Destination	Ground Transportation	Means of Transportation	Cost
Firenze, Aeroporto Amerigo Vespucci	From Detroit, you can arrive at Florence airport from a number of European cities (London, Paris, Frankfurt, Brussels, and Amsterdam). Claim your luggage and go through customs control. If you feel tired and spaced-out, take a taxi. (The Villa is a relatively short taxi ride from the airport.)	taxi to the Villa	€30,00
Santa Maria Novella (SMN), Stazione Centrale (Central Train Station)	If you do take a taxi from the airport or the train to the Villa, please be aware that the fare will be a little more than is shown on the meter, because there is a surcharge for luggage and for leaving the city of Florence. Some, but not all taxis now have meters that factor this in automatically. If you are not overly tired, do not have a lot of luggage, and are confident in your Italian, you can take the airport shuttle bus to the main train station in Florence, Santa Maria Novella (SMN), and then either a bus or a taxi to the Villa. (We recommend splurging on a taxi at this point.) You can find ATMs in all airports. However, it's convenient to carry about €100 with you, in case you are in a hurry or ATMs are not working.	airport shuttle to SMN + taxi OR + bus no. 2 or no. 28 to the Villa	~€8,00 ~€20,00 ~€ 1,10

If you cannot arrange a flight into Florence, we recommend that you fly into Rome. Milan is a less convenient option, as is Pisa.

Arrival Destination	Ground Transportation	Means of Transportation	Cost
Roma, Aeroporto Leonardo da Vinci / Fiumicino	Claim your luggage first, and then look for the signs pointing to the airport train station which is connected by a sky walk. Buy a ticket for the "Stazione Termini" or Termini Train Station in downtown Rome. Trains run every 30 minutes to Stazione Termini	shuttle train to Stazione Termini	Total Approx. €70,00
Roma, Stazione Termini	After arriving at Roma Termini, buy a train ticket for Firenze). Look for the boards in the station ("partenze") which will tell you at what time the trains depart and from which track.	train to SMN bus no. 2 or no. 28 to the Villa	
Firenze, SMN	You can take an Intercity (IC) train or a high-speed Eurostar (ES) train, Once in Florence, take a bus or a taxi to the Villa. (We recommend a taxi at this point.) The whole process, from landing at the airport to arrival at the Villa, should take you about 6 hours.		

Please note: The Rome option makes sense only if you arrive in Rome the morning of your scheduled arrival day. Otherwise, if the best fare you can find to Rome arrives later, you should plan to arrive in Rome a day early and take the train to Florence the following morning.

Arrival Destination	Ground Transportation	Means of Transportation	Cost
Aeroporto di Linate	Before leaving the airport, buy a bus ticket for the Milano Centrale train station. The trip from Linate takes approximately 20 minutes	bus to Milano Centrale	Total Approx. €75,00
Aeroporto di Malpensa	Before leaving the airport, buy a bus ticket for the Milano Centrale train station. The trip from Malpensa takes about 45 minutes and costs about 6 Euros.		
Milano Stazione Centrale	After you arrive at the Milano Centrale train station, you can take an Intercity train (the trip will take about 3 hours, 35 minutes) or a high-speed Eurostar train (2 hours and 50 minutes—reservations are required).	train to Florence	
Firenze, SMN	See above		
Pisa, Aeroporto Galileo Galilei	Pisa is the closest city to Florence (although less convenient than Rome). Once you arrive in Pisa, check at the information desk in the main hall of the airport regarding bus or train service to Florence. In either case, you will likely travel from Pisa to the Santa Maria Novella train station in downtown Florence.	bus to SMN, Florence	
Firenze, SMN	The bus ride will take at least two hours.		

INSIDE AN ITALIAN TRAIN STATION – GENERAL TRAIN INFORMATION

Buying a ticket to Firenze [Florence]. Schedules. In train stations there are schedules listed in many different places. The yellow notices list departure times from the station and arrival times at their

destinations. The white list shows what trains are arriving at the station. Be prepared to ask for your ticket in Italian; there are some workers who speak English but it will be much easier if you have the information in Italian (write it out if necessary). There are different windows for different types of journeys. If you are traveling internationally there is a separate place to buy a ticket. There are different ticket lines for domestic travel. There are three types of tickets:

- Eurostar (ES): Eurostar are the high speed trains. Tickets should be booked in advance and must include a seat reservation. No standing passengers are allowed.
- Intercity (IC): Intercity trains run between major Italian cities. They are fast but not as fast as the ES.
- Local: These trains stop at all stations in smaller towns and should only be used when traveling to a smaller town.

Essential Vocabulary

Biglietto andata e ritorno.....	Two-way ticket
Biglietto sola andata	One-way ticket
Prima classe or seconda classe	First class or second class
Prenotazione	Reservation
Posto	Seat
Finestrino.....	Window
Corridoio	Aisle

Trains will be listed on the train schedule as ES or IC. Remember to check the key for irregularities—some trains, for example, do not run on Sundays, while others may operate only on weekends.

GETTING ON THE TRAIN

Either in the center of the station or just in front of the train, there will be a listing on the wall with the time the train departs and from which *binario* (track) it departs. The listing also shows if the trains are running late. Before getting on the train your ticket MUST be validated. At the head of each track there is a small yellow machine into which the ticket is inserted and stamped. Do not forget to do this or you will be traveling illegally and you are liable to be fined.

Arrival at the Train Station (Santa Maria Novella) in Florence. Florence has several train stations. Almost all of them stop at the main one in the center of town, Santa Maria Novella (SMN), which is where you must get off.

TAXI TO THE VILLA

We strongly recommend you take a taxi from SMN to the Villa. You will find a taxi stand outside the main exit of the station (to the left as you get off the train). Be sure to specify Sesto Fiorentino (there is another street in Florence proper called 'Gramsci'), and have the taxi take you to the door of the Villa, which is marked 460. The cost is around €30.00, depending on the time of day, traffic, and amount of luggage you have. At the end of a long trip it is well worth the expense. (As from the airport in Florence, the fare may be more than shown on the meter; most drivers will be glad to write out the numbers for you if your Italian is not up to translation.)

BUS TO THE VILLA

The bus leaves from the same side of the station as the taxi and takes about thirty minutes (longer during rush hour). You must buy a ticket (un biglietto) before boarding the bus. You can purchase tickets at the magazine stands located in front of the bus stops or at the Tabaccaio inside the train station. Tickets must be stamped in the machines located at the front and rear entrances of the bus. (Note: Always remember to validate your ticket or you may be fined if an inspection occurs.)

On the bus, ask the driver to let you off at bus stop Fermata "Gramsci 9," (nove). Look for the following landmarks to signal that you are approaching your stop. On the left you will see a large bright supermarket, Esselunga, and then on the right will be a cemetery. The Villa is just past the gas station on the corner, on the left side of the street, and the bus will go through the intersection.

Bus no. 2 stops in front of the Villa. Bus 28 turns at the corner before the Villa. If you wish, write the address on a piece of paper and show it to the driver. If you have difficulty, call the Villa.

ADDRESS OF THE VILLA

Villa Corsi-Salviati
Via Antonio Gramsci 460 (pronounced "Gram-shee")
50019 Sesto Fiorentino (Firenze) ITALY

ORIENTATION AND FORMALITIES IN FLORENCE

When you first arrive at the Villa, you will meet the staff: Helen Burroughs, Villa Manager; Rosita Cirri, Administrative Assistant; and the graduate House Fellow. You will find they are critical to the smooth operations of the program and wonderful resources about the Villa and Tuscany.

The spring program begins with a day-long orientation for students designed to provide an on-site introduction to the academic program and schedule, life at the villa, and rules and regulations which you are expected to follow while on the program. **You are expected to arrive in time to participate in the full orientation.** The orientation will include a Villa and garden tour, tour of Sesto and two tours of Florence (one practical and one art historical). You will also be introduced to the faculty and given information about the culture and life in Italy as well as group events led by the program faculty. You will receive a Villa handbook that includes addresses of libraries, bookstores, travel agencies, markets, supermarkets, restaurants, a list of emergency numbers and more.

LIVING THERE

GOING FROM THE VILLA TO FLORENCE

The Villa Corsi-Salviati is located in Sesto Fiorentino, on the outskirts of Florence, and can be reached by bus, train, or taxi. The method you choose for getting into Florence and returning to the Villa will likely vary according to the time of day, and over the course of your stay at the Villa, you may well resort to all three methods of transportation. Bus and taxi are the most convenient methods.

BUS

The bus to Florence runs approximately every 20 minutes, from early morning until late in the evening. The nearest stop for going into Florence is a five-minute walk from the Villa. (On the return, the #2 bus stops across the street from the Villa; the #28 turns the corner just before the Villa and stops there.) The trip into Florence, to the train station Santa Maria Novella, takes from 30 minutes (when traffic is not heavy) to 45 minutes (during rush hour).

- Average daily bus tickets: Corsa semplice – €1,10 (valid for 70 min.)
- Special electronic passes (carta agile) cost €10,00 for 10 trips or €20,00 for 21 trips.

Bus tickets may be purchased at:

- Tobacco shops (You will see a big blue T on a sign outside the shop)
- Some bars and cafes (look for the blue T sign outside)
- At the ATAF office (outside SMN train station under the "pensilina" arcade)
- Automatic machines at the train station

Tickets and passes must be validated in the appropriate machines upon boarding the bus. A warning: if you are caught traveling without a ticket or pass, the fine is €45,00.

During off peak hours, one can take the no. 28 or no. 2 bus (the no. 2 takes slightly longer) all the way into Florence; the same goes for the return. The last bus leaves SMN at 12.35.

TRAIN

It is also possible to take the train from Sesto into Santa Maria Novella in Florence. The ride is quicker and easier than the bus, but the trains are relatively infrequent during off-peak times (after morning rush hour, for example). The train station is about 20 minutes' walk from the villa. You will be given more information about this option when you arrive at the villa.

The Zambra train station is much closer to the Villa. You will be given a pocket-size schedule for this option during orientation. Train tickets for departure at Zambra may be purchased at Tobacco shops in Sesto.

TAXI

Although a taxi from downtown Florence to the Villa is expensive, students who go in a group at night often share this expense for a late night return. A taxi will cost about €20.00 from SMN to the Villa; most taxis can take 4 passengers with the exception of the Fiat Multiple which can take 5.

CULTURE AND SOCIETY

Italy is not the U.S., and you may find yourself puzzled, or even annoyed, by various Italian customs and practices. It's obviously impossible for us to tell you in advance everything you will experience or feel while in Italy, but there are some differences that you may want to know about in advance. Here is a very incomplete list of some of the cultural contrasts you may encounter:

- Conceptions of personal space are quite different in Italy. You may find that people stand closer to you than at home, especially in public areas and on public transportation.
- Italians value courtesy and politeness. On buses, for example, you will find Italians readily giving up their seats to the elderly, mothers with children, and invalids. And in waiting for the bus, while you may be taken aback by the lack of a line, you'll find that people get on in an orderly fashion without pushing or shoving. Even if you haven't studied Italian before, start immediately to use small courtesies in Italian (please, thank you, etc.). You'll find that it's appreciated.
- In shops, merchandise is often kept on shelves behind the counter, and a sales person shows you what you ask to see rather than allowing you to sort through the stock yourself.
- Italians communicate more easily with strangers than Americans do, though in a less casual way.
- It is normal to exchange "buon giorno" or "buona sera" when entering shops or cafes and "arrivederci" and "grazie" when exiting.
- Smoking is banned by law in all enclosed spaces unless they have a separate area with continuous floor-to-ceiling walls and a ventilation system (including restaurants and theaters). The smoking ban is one of the toughest in Europe.
- It is optional to tip in restaurants, bars, taxis, at the hairdresser's or barber's, etc.
- Please note: Do NOT eat on public transportation and in public buildings except in cafeterias and designated areas. Italians do not bring snacks and lunches to meetings.
- Play the anthropologist: observe Italian behavior and try to adapt. Italians come in all shapes, sizes, and attitudes, like any other group. Sooner or later you will encounter a discourteous, pushy, or aggressive person. Try to not take it personally.

SECURITY AND SAFETY

Enter the Villa's and the local police's emergency numbers in your cellular phone so that you can easily call if you feel uneasy about a situation.

SECURITY AT THE VILLA

For reasons of security, the Villa is always locked. You will be given a key to the front door and to your room upon arrival, and must pay a €50 security deposit. After 10p.m. only enrolled students may enter the grounds and there can be NO overnight guests for any reason. The school cannot be responsible for any loss of money, jewelry, or valuable possessions on or off the Villa grounds. Care for your personal property should also be exercised at the Villa. Lockers are available where money and valuables should be stored.

GENERAL SECURITY ISSUES

While serious crime is lower in Florence than is the case with many cities of comparable size, you are urged to use all possible precautions to ensure personal safety. Be familiar with the European monetary system, always count your change, and put your wallet back in your purse or pack before leaving a shop. Shoulder straps should be placed across the body and purses firmly held. In addition, carry purses and bags away from the street side. Wallets in back pockets are easy targets for theft; keep your money in front pockets, money belts, etc. and be particularly careful on buses and in crowded places like markets. Also, only carry as much cash as you need or can afford to lose. Be aware that pickpockets work in groups: a few may try to distract you while the actual ‘thief’ steals your wallet.

Caution and discretion will also aid you in recognizing and responding to the different social signals. Be aware that modes of behavior such as walking barefoot and public drunkenness are viewed as extremely offensive. The drug problem has hit Florence, albeit later than many other places. This accounts for a great amount of the pilfering. A categorical imperative: do not bring illicit drugs with you and do not have anything to do with the drug traffic while in Italy. Laws are extremely strict, and if you run afoul of the law, you will be given no special consideration by either the Italian legal system or the American diplomatic corps. Possession and/or use of illicit drugs will be grounds for immediate dismissal from the program.

GENDER DIFFERENCES AND WOMEN’S SAFETY

Both men and women on first encountering another culture may become aware of different expectations from what they are accustomed to at home as to how men and women behave. In Italy, norms for some behaviors, like dress, may seem much stricter, while other behaviors, like physical contact between men, may seem much looser. In some countries, including Italy, American women may find themselves uncomfortable with the looks and comments of the men, while American men may find it very difficult to meet women of the host country. Sometimes American students have found that people have made assumptions about them and their attitudes simply because they are American.

One significant area of difference between the U.S. and Italy has to do with consumption of alcohol. While there is not the rigid enforcement of a “drinking age” in Italy, you will also find that Italians seldom drink to become intoxicated. Rather, alcohol is consumed in moderation on social occasions and with meals. Public drunkenness and rowdy behavior, by both men and women, are frowned upon. Moreover, over-consumption of alcohol poses special difficulties for women: Not only are women who are publicly drunk in Italy looked upon as “loose,” they also put themselves at risk for sexual assault and other unwanted attentions. Please keep in mind that your judgment is likely to be impaired with alcohol, and that you may lose the ability to evaluate situations with the same caution and sensitivity you normally use. Remember you may not be aware of or able to read the various social signals that are being given.

Women may also find themselves confronted with the distorted stereotype of American women based on images from American movies and TV. (Madonna, after all, attended U-M — but did not graduate.) A smile, eye contact, certain clothing, or the way you carry yourself can connote different things in Italy than in the U.S. For example, Americans tend to respond politely to unwanted attentions, often saying “no thank you” as nicely as possible. Italian women, on the other hand, are likely to be less courteous, and even rude, in such situations.

SAFETY TIPS

You will learn more about safety in Italy and specifically in Florence at the orientation when you first arrive at the Villa. In the meantime, here are some general suggestions for traveling and living in Italy.

- Read travel guides (Let's Go Italy, Lonely Planet, and the Rough Guide have sections addressed to women travelers) and talk to women who have been to Italy.
- Follow the example of local Italian women for culturally appropriate dress and behavior. You will find that Italian women generally do not wear shorts or bare their midriffs except at the seashore.
- Firmly say "no" to invitations you don't want and turn away. Ignore persistent overtures. Never feel you need to be polite to an unwanted show of interest.
- Walk with a purpose and avoid eye contact with strangers.
- When alone in a café or other public place, carry an Italian newspaper or other Italian reading matter. Do what you can to blend into your surroundings and show would-be admirers you belong.
- Get to know your host city. Learn which areas are safe (at what hours) and which are not. Ask Italians and local staff for advice.

OTHER TIPS

- Tampons are available at the local grocery store. Condoms are sold at the pharmacy and in condom machines in restrooms and on some street corners.
- Exercise the same caution with regard to sexual activity and safe sex as you would at home.
- If you use birth control, bring enough for your entire stay. Do not plan to refill your prescription in Florence.

TRAVEL AND OTHER EXTRACURRICULAR ACTIVITIES

TRAVEL

Tuscany and the surrounding area are ideal for weekend excursions, and they can be reached quickly and relatively cheaply. You'll find information about such destinations, as well as how to get there and what to see, at the Villa. We cannot alter academic rules to accommodate individual travel plans. If you wish to travel in Europe, you may purchase a rail pass, or fly, which has become the most convenient, even though a less interesting way to travel.

The program cannot assume responsibility for students when they are on private trips away from the Villa.

SPORTS AND RECREATION

The villa grounds contain areas that can be used for exercise. (In some years, students and faculty have set up soccer teams.) In addition, there are several places to jog nearby, including the Park of Villa Solaria. The Monte Morello with its rural roads and panoramic views of Sesto and Florence is also suitable for walks, running, and bicycling. Sesto too has a tennis club if you would like to play tennis with Italians, or you may want to join the local gym (for a fee). And finally, it is possible to plan weekend excursions that include hiking or cycling.

MUSIC

The Villa has a long-standing musical tradition. We try to continue this tradition each term with such activities as a Villa choir and occasional concerts in the Aula Magna, and by providing opportunities for students to practice and play instruments. If you play a musical instrument, you may want to consider bringing it with you. The Villa also has a piano for you to play.

OTHER INFORMATION

Before you travel to Italy, begin to learn about the country and city where you will be staying while studying abroad. The internet is a wonderful resource for finding out about Italian politics and culture. A good place to start is the Italian Consulate website: www.ambwashingtondc.esteri.it/ambasciata_washington, with general information about Italian food, government and politics, cultural activities; links to Italian newspapers and news services; and tips for travelers. Other sites to check:

- www.turismo.intoscana.it
- www.unimwd.it – the program’s website
- www.initaly.com/regions/tuscany/tuscany.htm – information about Tuscany
- <http://english.firenze.net/> – what’s on in Florence, in English
- www.initaly.com – links to various Italian cities
- www.enit.it – Italian office of tourism website

RECOMMENDED READING AND VIEWING

- E. M. Forster, *A Room with a View*.
 - A tale of love in Italy.
 - Also see the movie. Beautiful scenery
- Ann Cornelisen, *Any Four Women Could Rob the Bank of Italy*.
 - Novel takes place in Tuscany
- Mary McCarthy, *The Stones of Florence*.
 - Travel essay classic
- Italo Calvino, *Italian Folktales*.
 - Two hundred tales of witchcraft, love and trickery
- Frances Mayes, *Under the Tuscan Sun and Bella Tuscany*.
 - An American writer’s experience of living in Tuscany.
- Tim Parks, *A Season with Verona*
 - A lively account of the soccer (calcio) culture in Italy

Italian cinema provides another window on Italian life and history, and there are many films, both new and old, available on video. Why not give yourself a crash course in Italian cinema before leaving for Italy? Classic films include those directed by Federico Fellini, Roberto Rossellini, Vittorio DeSica, and Lucchino Visconti. Newer films include *Life is Beautiful*, *The Postman*, *Bread and Tulips*, *The Son’s Room*, and *Cinema Paradiso*, *Lamerica*.

Buon viaggio!

CONTACT INFORMATION

UNIVERSITY OF MICHIGAN

Office of International Programs

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Phone: 734-764-4311; Fax: 734-764-3229

Administrative matters and program advising:

Ashley Lee, Study Abroad Advisor
Phone: 734-764-4311; 734-764-8454
Email: ois-italy@umich.edu

Financial matters:

Nancy Jablonski, Financial Coordinator
Email: nancyjab@umich.edu

EMERGENCY

Emergencies only, non-business hours only:

Nicole LeBlanc, OIP Assistant Director
Phone: 734-915-7571 (cell)

Daily On Call Study Abroad Advisor
Phone: 734-846-8462 (cell)

During non-business hours, in case of emergency only, please call OIP (734) 764-4311 for contact information. In the evenings and on weekends, our office message will give you the names and telephone numbers of OIP staff who can assist you. OIP provides assistance in case of emergencies due to serious personal problem, political, or health crises.

UNIVERSITY OF WISCONSIN-MADISON

Advising or student support services:

International Academic Programs

261 Bascom Hall
500 Lincoln Drive
Madison, WI 53706
Phone: 608-265-6329; Fax: 608-262-6998
peeradvisor@bascom.wisc.edu

Advising or student support services:

Katie Saur
Study Abroad Advisor
Phone: 608-890-0939
kbsaur@wisc.edu

EMERGENCY

During non-business hours, in case of emergency, please call the main office: 608-262-2851; or contact the AIP staff member on call at 608-516-9440 (cell phone). From Italy, you will have to dial 001 first.

**EMERGENCY CONTACTS:
WITHIN THE U.S.**



ITALY: FLORENCE

Ashley Lee, OIP Study Abroad Advisor

Phone: (734)764-4311; (734)764-8454

Email: Hoip@umich.edu; Hoip-italy@umich.edu

Office Hours: Mon-Fri, 8a.m.-5p.m.

After Hours: 734-915-7571 (primary), 734-846-
9162 (secondary)

**EMERGENCY CONTACTS:
OUTSIDE THE U.S.**



ITALY: FLORENCE

Villa Corsi-Salviati

Via Antonio Gramsci 460

50019 Sesto Fiorentino

Office line--011-39-055-444-300

Director's apartment—011 39 055 440250

Director's cell phone—011 39 340 3019802

HEALTH INSURANCE



HTH Worldwide Insurance:

Tel: 1-610-254-8771 (collect)

Tel: 1.800.257.4823

Email: globalhealth@hthworldwide.com

Website: hthstudents.com

Policy Number: HM-3014-A-07

OTHER INFORMATION



Consulate: _____

Local Emergency: _____

Passport #: _____

Other: _____

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