Dear Participant,

Welcome to the ACCENT Florence Program! We are looking forward to your arrival. Please take the time to read this Pre-departure Handbook thoroughly as it will answer many of the questions you may have about the program.

Upon your arrival in Florence, you will receive Florence at Your Fingertips which gives you further information about living in Florence and making the most of everything this great city has to offer. This handbook, combined with the comprehensive pre-departure preparation and on-site orientation program, will provide much of the information you need to have a successful, safe and productive program in Florence.

In the meantime, should you have any further questions, please feel free to contact our San Francisco Center.

A presto!
Michelangelo D’Elia
Director, ACCENT Florence Study Center
<table>
<thead>
<tr>
<th>CONTENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACADEMICS ABROAD</strong></td>
</tr>
<tr>
<td><strong>TRAVEL DOCUMENTS</strong></td>
</tr>
<tr>
<td>Passports</td>
</tr>
<tr>
<td>Requirements to Study &amp; Travel in Europe: Visas</td>
</tr>
<tr>
<td>Non U.S. Passport Holders</td>
</tr>
<tr>
<td>Police Registration</td>
</tr>
<tr>
<td><strong>FLORENCE HOUSING</strong></td>
</tr>
<tr>
<td>Participant Housing</td>
</tr>
<tr>
<td>Making Phone Calls</td>
</tr>
<tr>
<td>Laptop Computers</td>
</tr>
<tr>
<td>Eating Out</td>
</tr>
<tr>
<td>Visiting Friends &amp; Family</td>
</tr>
<tr>
<td><strong>SAFETY</strong></td>
</tr>
<tr>
<td>Personal Safety</td>
</tr>
<tr>
<td>Cultural Adjustment</td>
</tr>
<tr>
<td>Illegal Drugs</td>
</tr>
<tr>
<td>Alcohol</td>
</tr>
<tr>
<td>Sexual Harassment</td>
</tr>
<tr>
<td><strong>HEALTH</strong></td>
</tr>
<tr>
<td>Over-the-Counter &amp; Prescription Medications</td>
</tr>
<tr>
<td>Medical Insurance</td>
</tr>
<tr>
<td>Travel Cancellation &amp; Personal Property Insurance</td>
</tr>
<tr>
<td>Medic Alert</td>
</tr>
<tr>
<td>Immunizations</td>
</tr>
<tr>
<td>Travel &amp; HIV</td>
</tr>
<tr>
<td><strong>MONEY MANAGEMENT</strong></td>
</tr>
<tr>
<td>ATM Withdrawals</td>
</tr>
<tr>
<td>Foreign Currency</td>
</tr>
<tr>
<td>The Euro</td>
</tr>
<tr>
<td>Credit Cards</td>
</tr>
<tr>
<td>Credit Card Cash Advance</td>
</tr>
<tr>
<td>Money From Home</td>
</tr>
<tr>
<td><strong>COMMUNICATING WITH FRIENDS &amp; FAMILY</strong></td>
</tr>
<tr>
<td>Letters from Home</td>
</tr>
<tr>
<td>Packages</td>
</tr>
<tr>
<td><strong>Faxes &amp; Photocopying</strong></td>
</tr>
<tr>
<td>Email and Videochat</td>
</tr>
<tr>
<td><strong>GETTING THERE</strong></td>
</tr>
<tr>
<td>DATES &amp; TIMES</td>
</tr>
<tr>
<td>From Florence Amerigo Vespucci Airport</td>
</tr>
<tr>
<td>From Fiumicino International Airport in Rome</td>
</tr>
<tr>
<td>From Malpensa International Airport in Milan</td>
</tr>
<tr>
<td>From Galileo Galilei Airport in Pisa</td>
</tr>
<tr>
<td>From Santa Maria Novella &amp; Campo di Marte Train Stations</td>
</tr>
<tr>
<td><strong>CUSTOMS &amp; IMMIGRATION</strong></td>
</tr>
<tr>
<td><strong>RETURNING TO THE U.S.</strong></td>
</tr>
<tr>
<td><strong>PACKING YOUR BAGS</strong></td>
</tr>
<tr>
<td><strong>PRE-DEPARTURE CHECKLIST</strong></td>
</tr>
<tr>
<td>Official Documents and necessities</td>
</tr>
<tr>
<td>School Supplies</td>
</tr>
<tr>
<td>Miscellaneous Personal Items</td>
</tr>
<tr>
<td><strong>RESOURCES FOR FLORENCE, ITALY</strong></td>
</tr>
<tr>
<td>Fiction</td>
</tr>
<tr>
<td>Non-Fiction</td>
</tr>
<tr>
<td>Anthology</td>
</tr>
<tr>
<td>Popular Italian Films</td>
</tr>
<tr>
<td>Websites</td>
</tr>
</tbody>
</table>
ACADEMICS ABROAD

ACCENT is an independent study abroad organization coordinating overseas study programs with over 50 colleges and universities throughout the U.S. As the program provider for your study abroad program, ACCENT is responsible for coordinating housing, excursions, classroom space and many other features of your program. The U.S. college or university sponsoring your program offers the classes and credit you will earn for your work overseas.

TRAVEL DOCUMENTS

PASSPORTS
Your passport is your only valid form of identification while you are overseas. Each participant must have a passport that will be valid for at least 6 months after the end of the study program. A passport is required to board the plane in the United States and to go through immigration when you arrive overseas. Police and other authority figures overseas have the right to ask to see your passport at anytime so you should always have your passport, or a copy of the photo page of your passport, at your disposal.

If you have not already done so, you will need to apply for your passport. First time applicants will need to apply in person at the nearest passport agency or acceptance facility. The quickest way to begin this process is to go online and download an application from http://travel.state.gov/passport. You can use this site to research everything you need to know about the application process and to locate the passport office nearest you. Application requirements include, but are not limited to: a birth certificate, driver's license, 2 passport photos and the application fee.

Please Note: current passport processing times are 4-6 weeks for routine applications and 2-3 weeks for expedited applications.

If your current passport is not valid for at least 6 months after the end of the program, you will need to renew your passport. This may be done by mail, if you meet certain requirements. The renewal application may also be downloaded from the website listed above.

If your departure date is sooner than 4 weeks away and you have not yet begun the application process, you should consider using an expedited service, such as www.passportsandvisas.com. Though these services cost more than applying through a passport office, you will have the comfort of knowing that you will have your passport before your departure date.

To check on the status of your passport application, please visit: https://passportstatus.state.gov/opss/OPSS_Status_ip.asp.

REQUIREMENTS TO STUDY & TRAVEL IN EUROPE: VISAS
The duration of your program is less than 90 days therefore U.S. passport holders do not require a visa. If you plan to stay overseas for more than 90 days (in the Schengen countries), you are required to obtain a visa from the Italian Consulate in the U.S. in order to cover your independent travel.

U.S. passport holders are permitted a one-time stay in the Schengen countries for up to 90 days within a 6 month period without a visa. For more information about visa requirements, you will need to contact the Italian Consulate assigned to the region in which you live. Please visit the Italian Consulate General website at www.ambwashingtondc.esteri.it then click on “Consulates in the USA“ to locate the appropriate consulate for the region in which you live. Consular offices are also listed in the white pages under Consulate General of Italy.
(visa only) You cannot apply for a visa until you have your passport. The full process of applying for a visa can be time-consuming and frustrating. An incomplete application will only delay the process. It is advised that you remain polite with the consular staff during this process. Remember that a visa is a privilege, not a right. The Consulate is not obligated to grant you one. Also, be sure to make photocopies of all documents submitted to the Consulate as many will not be returned to you.

Obtaining a visa is not guaranteed. Visas are granted at the goodwill of the Italian Consulate. If you are denied a visa ACCENT cannot intervene on your behalf and you will be subject to ACCENT’s cancellation policy.

NON U.S. PASSPORT HOLDERS
If your passport is from any country other than the U.S., you must check with the Italian Consulate to see if you will need to get a visa. Each country’s citizenship may have different requirements to enter and stay in Italy. The time it will take to process your visa application may be much longer so please begin researching this as soon as possible.

If you plan to travel to other countries during your program, it is recommended that you check with the consulates of every country that you plan to visit as they may have different restrictions.

POLICE REGISTRATION
Registering with the local Italian police department (Questura) in Florence is standard procedure for all non-EU citizens studying or traveling in Florence. For this process you will need the following:

- Two photocopies of the photo and information pages of your passport

Please be sure to carry these copies with you on the plane and be prepared to present them to ACCENT staff upon arrival. At the on-site orientation, ACCENT will collect any additional information necessary to complete the police registration process.

Please Note: if you are required to have a visa for any reason, you will be subject to additional registration requirements and fees upon arrival. Please contact the ACCENT San Francisco Center immediately for more information.

FLORENCE HOUSING

PARTICIPANT HOUSING
Participants will live in single-sex, shared multiple-bedroom apartments in Florence with other ACCENT participants. Rooms in student apartments are furnished with a bed, a closet or armoire, an area for toiletries, sheets, pillows, blankets and towels. Bathrooms (toilets and showers) are small and usually
there is one bathroom per apartment. Participants need to provide their own cleaning supplies, soap, toiletries, etc. Kitchen facilities include a small stove-top, refrigerator, dishes and basic cooking utensils. Facilities are shared by everyone in the apartment. Each apartment will have one or more areas for studying (table or desk).

Each apartment is unique and will vary in size, condition and proximity to your classes. Participants should keep in mind that living standards in Europe are different from those in the United States and apartments are often smaller and older than what you may be used to in the U.S.

Living in an apartment requires sharing space and being respectful of the needs of others. The residence buildings are home to Italian families and others and, although there are no curfews, quiet hours are generally observed between 11PM and 8AM. Excessive noise is prohibited and Italians are quite serious about this; residents have the right to call the authorities after 11PM. Parties are not allowed in the apartments and participants who violate these rules risk being expelled. There are numerous cafés and restaurants throughout Florence where you can gather socially.

You will be registered with the local authorities at your new address. Italian laws against terrorism and undocumented immigrants forbid unregistered guests from staying in your apartment, therefore overnight guests are prohibited.

**MAKING PHONE CALLS**

Please note that apartments are not equipped with telephones. You will need to make other arrangements for making calls.

Most participants find that the most convenient way to make and receive phone calls is to purchase a moderately priced pre-paid cell phone on site in Florence. This will allow you to have a phone number at which you can easily be reached and you will not be charged for your incoming calls or text messages. Further information about purchasing cell phones will be provided at the on-site orientation in Florence.

Many U.S. cell phones work in Europe but often carry high charges for calls. Some participants have had success bringing unlocked tri-band or quad-band cell phones from the U.S. and purchasing SIM cards overseas. Check with a cellular provider for more details.

If a family member urgently needs to contact you while you are overseas, they may call either the Florence or San Francisco Center. ACCENT cannot give out participant contact information to callers. In most cases, the ACCENT staff can only take a message and cannot guarantee when a participant will collect the message, however ACCENT staff will interrupt class in the event of an extreme emergency.

ACCENT Florence Study Center

Phone:  +39 055 26 70 501
Fax:     +39 055 27 17 749

ACCENT San Francisco Center

Phone:  (415) 835-3744 or (800) 869-9291
Fax:     (415) 835-3749

Please Note: Florence is 9 hours ahead of Pacific Time, 8 hours ahead of Mountain Time, 7 hours ahead of Central Time and 6 hours ahead of Eastern Time.
 LAPTOP COMPUTERS
Many participants will bring a laptop computer to Europe. If you do bring one, the following information will be helpful:

- Internet access is available in student apartments.
- Internet access in Europe is much slower than you may be accustomed to.
- Some of your courses may require you to use a computer for preparing academic course work. If you work on a laptop, you will be able to print out documents in the computer lab for a small fee.
- Do not ship your laptop overseas. Your laptop may be held for inspection by customs officials and customs fees are quite costly, even for older laptops.
- You should be certain your laptop is fully insured in case of loss or theft as the ACCENT program does not provide insurance for personal property.
- Make sure your laptop has antivirus software, runs smoothly and has been serviced recently. Repairs on-site are expensive and time-consuming.
- Be sure to carry your laptop with you at all times and never set the bag containing your laptop out of reach. Laptops are among the most frequently stolen items from travelers.

Most laptop computers are equipped with a voltage converter allowing you to use the 220V electricity in Europe. Please read your manual to confirm. You will still need an adapter to change the plug shape to be able to plug your laptop into the wall however an additional converter should not be necessary.

 EATING OUT
There are many cafés, bars, pizzerie and trattorie throughout Florence that are reasonably priced. In addition, the open-air markets are a real culinary adventure and an excellent place to grocery shop when on a budget.

 VISITING FRIENDS & FAMILY
Having friends and family visit while you are studying overseas can be a great way to share your experiences abroad. However, please keep in mind that overnight guests are not allowed in any ACCENT housing and that program activities and ACCENT facilities, including the computer lab, are reserved for ACCENT participant use only. Feel free to contact ACCENT San Francisco in advance of your departure to request a list of recommended hotels and hostels. For a full list of local resources, please visit the Florence section of the ACCENT website: www.accentintl.com.

 SAFETY

 PERSONAL SAFETY
Staying safe in Florence means using the same common sense and street smarts that you would use in any city in the U.S. It is important to remember you are in another culture and you need to be especially attentive to your surroundings. Part of participating in a study abroad program is being responsible for your personal safety and well-being. This includes not putting yourself into risky or threatening situations like walking alone at night - always arrange ahead of time to walk home with a friend and carry enough money for cab fare home.

Most of the safety problems participants have experienced while overseas are related to drinking excessively. Please remember that you signed an alcohol agreement with ACCENT which we expect you to uphold. Alcohol is viewed differently in the Italian culture than it is among many American college participants. Italians enjoy a glass of wine with dinner where it is considered part of the meal and they do not normally drink to excess. It is extremely important to recognize the abuse of alcohol as a safety risk, especially when you are not in your home country. In Europe, being intoxicated will make you stand out as a foreigner and is more likely to make you a target of crime or harassment.

The most common crime in Florence is petty theft. Pickpockets are professionals and they are good at what they do! They prefer tourists and can usually spot one easily. It is the one moment when your attention is elsewhere that you may lose your purse or wallet to them. To decrease your chances of becoming their next victim, it is important to be as inconspicuous as possible. You may wish to dress so that you blend in more with the Italians. College sweatshirts, sweatpants, baseball caps, flip-flops and shorts are all associated with Americans and
may make you stand out as a target to an eagle-eyed pickpocket. Pickpockets tend to work in crowded touristed areas like train stations, busy cafés, tightly packed buses, busy shopping areas and piazzas.

To better protect yourself while overseas, try to keep the following suggestions in mind:

• Always be aware of your surroundings.
• Try not to attract undue attention. Be conservative in attire.
• If you are on a public street, don’t walk carrying your cell phone in your hand. Additionally on public transport like trains, buses, and subway cars, make sure to have your cellphone tucked away when entering, exiting, or standing near the entrance, as cellphones are easily snatched in these situations. In general, use your cellphone quickly and discreetly in public and tuck it away somewhere safe once you are finished using it.
• If you insist on wearing headphones while out and about in the city or on public transportation, be sure to have the volume low enough so you can hear what is going on around you and are fully aware of your surroundings.
• Never walk alone at night; be prepared to take a taxi home.
• Be careful about who you approach for directions if lost.
• Never get into a car with someone you don’t know or have just met.

• Don’t carry large amounts of cash.
• Carry your wallet in a front or breast pocket and not in your back pocket.
• Carry your purse or bag with the strap diagonally across your chest.
• If you are using a backpack, do not store your camera or other valuables where they can be removed without notice.
• When in crowds or on public buses, swing your backpack or bag around in front of you where you can see it.
• Leave anything you don’t need that particular day in your accommodations. Most importantly, this includes your passport. We recommend making a copy of the first page of your passport to use as a form of ID for day to day activities so you can leave your actual passport safe in your room. In case of loss or theft of your passport, immediately notify the nearest American Embassy or Consulate, local authorities and the ACCENT staff.

Please keep in mind that you are responsible for all of your belongings both inside and outside of program housing. It is vital you lock all windows and doors whenever you are not in your apartment, residence or homestay regardless of how long you’ll be gone or how far you’ll be going. Many thefts occur due to participant negligence in securing their accommodations when leaving.

Please Note: the topic of safety in Florence will be covered in greater detail at your overseas orientation.

CULTURAL ADJUSTMENT
Cultural adjustment is a normal and predictable part of living or traveling abroad. Often, participants underestimate the cultural differences between the U.S. and European nations and what their reactions will be to these differences. Although the cultures tend to be similar, life in Europe is indeed different, enough so to cause varying degrees of what is commonly known as “culture shock.”

Adjusting to a new or unfamiliar culture may cause physical and psychological reactions like disorientation and feeling overwhelmed by the unfamiliar. Typical physical markers and feelings associated with cultural adjustment include: fatigue, illness, mild depression, changes in appetite, changes in sleeping patterns, headaches, irritability, social withdrawal and stereotyping or rejection of the host culture. The best way to ride out the cultural adjustment period is to know what to expect, to recognize typical reactions and to know that eventually you will feel more comfortable.
Although each case is different, adjusting to cultural differences tends to follow a general pattern. When you first arrive, you may experience a period of elation or wonder at your new surroundings. As challenges in communication or assimilation present themselves, however, you may soon experience a downturn in mood. Gradually, as you learn the language, develop your own routine and rediscover the wonder that you felt upon arrival, the physical and psychological stressors related to cultural adjustment will diminish.

If you are struggling to adjust to a new cultural situation, you may find it helpful to keep the following in mind:

- These feelings will wear off in time.
- Although it is tempting to isolate yourself or to surround yourself only with other Americans, it will only intensify the problem. Especially avoid others who are feeling critical of the host culture.
- Try to look at your situation objectively. Be tolerant of your feelings but at the same time, recognize them for what they are: a temporary reaction to an unfamiliar situation.
- Try to develop your own “routine.” This will automatically come with time but some extra focus at this stage may take your mind off any negative feelings.

Many participants have found the following activities helpful in riding out the cultural adjustment period and making the most of the experience:

- Before you leave, make a short list of why you are going abroad and what you hope to gain from the experience. Keep this list handy for when you are feeling down.
- Keep a journal. You will experience a variety of very high and very low moments overseas and processing them in a journal can help you see things objectively and, at the same time, chronicle your time abroad.
- Make a list of things to do in your host city that will raise your spirits. Climbing to the top of a monument and admiring the view is a great way to remember why you chose to study abroad.

As you may expect, people in your host culture may do things differently than Americans. It is difficult, without doing some extensive research or traveling, to predict what those differences will be. Sometimes the smallest things can be the most disorienting. Cultural differences are just that: differences. For example, participants often find it surprising that when you order a soda in a café or restaurant, not only does it come in a small glass, it also comes without ice. Avoid the temptation to think that such things are wrong or bad. Europeans coming to the U.S. are equally shocked by large glasses of ice water.

One final note: every ACCENT staff member in every Study Center has studied, lived and/or traveled extensively overseas and therefore has firsthand experience acclimating to cultural differences. We are a terrific resource and encourage you to seek our help in adjusting to overseas living.

ILLEGAL DRUGS

The use of illegal drugs is strictly prohibited. Possession of illegal drugs is a serious crime and may warrant more severe penalties in Europe than in the U.S. An American apprehended under the influence of or in possession of drugs will be dealt with very harshly, even in places where the use of drugs by the local population seems to be tolerated. Remember, once you leave the U.S., you are no longer covered by U.S. laws and constitutional rights. If you are apprehended abroad, the U.S. Embassy can only notify your family and arrange for legal representation but cannot intervene in any other way.

ACCENT will not tolerate the use or possession of illegal drugs. Please review the ACCENT Policy on illegal substances at www.accentintl.com/policies. Any participant caught using or possessing illegal drugs will be expelled from the program without recourse or refund.
ALCOHOL
Alcohol is a legally controlled substance in Europe. The laws governing consumption of alcohol vary by country but are generally set at a minimum age of 18 years old. ACCENT requires you to follow certain guidelines pertaining to alcohol use. Please review the Alcohol Agreement you signed; a reference copy is included at the back of this handbook. Always remember, the agreement states that the abuse of alcohol can result in your expulsion from the program without recourse or refund.

SEXUAL HARASSMENT
ACCENT has a strict no tolerance policy for sexual harassment. This policy is available in its entirety at www.accentintl.com/policies. The participant contract you signed in your enrollment materials indicates that you have fully read and understood this policy.

HEALTH
Travel stress is a common condition experienced by travelers. Travel stress may cause you to become confused, critical, forgetful or anxious, to lose the ability to problem-solve and to experience physical side effects such as nausea, dry eyes, light-headedness, stiffness and headaches. The most obvious and well-known result of travel stress is jet-lag, an abnormal sleepy feeling during the day and an inability to sleep through the night. These symptoms result from the disruption of your body’s normal physiological rhythm. It takes time for your body to adjust to the new time zone but there are steps that you can take to reduce travel stress and help your body return to normal more quickly:
- Avoid heavy or irregular meals before departure and eat lightly and regularly during readjustment.
- Avoid caffeine, alcohol and tobacco before and during the flight.
- Get sufficient rest.
- Relax by stretching, walking and breathing deeply. Wear loose, comfortable clothing.
- Exercise after arrival. Take a walk to acquaint yourself with your new surroundings (and don’t forget your map!).

No matter how well you take care of yourself, a change in diet, water and daily habits may, at some point, impact your health. A bout of the common cold or flu is not uncommon during the readjustment period.

OVER-THE-COUNTER & PRESCRIPTION MEDICATIONS
You may want to bring over-the-counter medications for common cold and flu symptoms, especially if you have a brand you prefer. If you take prescription medications, make sure to bring more than enough medication for your time abroad as some medications are not readily available overseas (this includes birth control). It can be extremely difficult or even impossible to have prescription medications refilled or sent to you while you are overseas. Do not pack prescription medications in your checked luggage. Be sure to keep all medications, over-the-counter or prescription, and dietary supplements in their original containers, and bring a copy of any prescriptions from your doctor in your carry-on luggage.

MEDICAL INSURANCE
ACCENT, the Questura (Italian Police) and the Italian Consulate in the U.S. (if you will be obtaining a visa for the dates of your program), require that you carry health and accident insurance which will cover you while you are overseas. Medical insurance is provided through UWM. Please contact UWM for more information.

Should you need to see a doctor or be hospitalized overseas, the ACCENT Florence Study Center will recommend English-speaking doctors. Doctors and hospitals overseas may not bill insurance companies for expenses. It is a good idea to bring reimbursement forms with you from home and make sure to save all bills and receipts as you should be prepared to pay for medical services up front and be reimbursed later by your insurance company.
TRAVEL CANCELLATION & PERSONAL PROPERTY INSURANCE
It is highly recommended that all participants purchase travel cancellation insurance and personal property insurance that is valid abroad as these are not included in your program. Please contact ACCENT or an insurance broker or a travel agent for more information.

MEDIC ALERT
If you have any serious allergies or any other condition not easily recognized such as diabetes or epilepsy, you may want to acquire a Medic Alert emblem. For more information, contact the Medic Alert Foundation International at (888) 633-4298 or www.medicalert.org.

IMMUNIZATIONS
Those already immunized within American standards do not typically require supplementary immunization shots for Western Europe. For further information, contact your physician or the Centers for Disease Control and Prevention (wwwnc.cdc.gov/travel or tel. 800-232-4636) regarding recommended immunizations and inoculations for living in Italy and for any countries you plan to visit. For Italy, the Centers for Disease Control recommend that you have a current tetanus booster and are up to date with your measles/mumps/rubella vaccination. In addition, you may want to consider a vaccination for Hepatitis A and/or B.

TRAVEL & HIV
Please consider the precautions you normally take at home concerning the transmission of HIV and be equally aware overseas. The AIDS epidemic has left no corner of the world untouched. For specific information on HIV and international travel, please contact the Centers for Disease Control and Prevention at (800) 342-AIDS or http://www.cdc.gov/travel.

MONEY MANAGEMENT

We recommend that you budget around $300 to $450 for each week that you are going to be in Florence. You will need this amount of money to cover basic living expenses: meals, personal necessities and entertainment. If you manage your basic expenses well, it may also cover some of your weekend traveling expenses. However, if you plan on traveling often, you may want to consider budgeting much more than this.

It is important to think about how you will handle your money overseas. We have found that the forms of money listed below are the most practical for participants. The way in which you divide your money into the various forms is entirely up to you and what makes you feel most comfortable. We do recommend, however, that you choose several different forms of money so that if you have a problem with one, you will still have access to funds. Above all, do not carry large amounts of cash which can be lost or stolen!

ATM WITHDRAWALS
We strongly recommend that you bring an ATM card linked to your checking account in the U.S. This is by far the easiest way to access your money overseas and you will receive a more favorable exchange rate. Ask your bank whether your ATM card will work overseas. The Cirrus and Plus systems are common ATM networks throughout Europe. In addition to finding these symbols on the back of your card, you should confirm with your bank that your PIN (personal identification number) will work in Europe. Generally, any four digit PIN will work but you should call to be sure. PINs with fewer or more digits generally do not work overseas. Keep in mind when choosing a PIN that ATMs overseas do not have letters on the keypads as they do in the U.S. Check with your bank to determine your daily withdrawal limit overseas and any fees associated with using a foreign ATM (there may be European ATM withdrawal limitations as well). Some banks have sister banks overseas; please inquire at your local branch. Participants have had trouble accessing their savings account from Europe. Using a checking account and signing up for online banking is an alternative that allows you to easily transfer money between accounts and
monitor bank fees, etc. Be sure to check with your bank about online banking fees and transfer limits.

FOREIGN CURRENCY
We highly recommend that you purchase $100 - $150 worth of euro from a bank or exchange office before leaving the United States. The first few days of your program will be structured with orientations and activities so you may not have time to locate the bank nearest to your accommodations. By arriving with euro in hand, you will have a ready source of money for the first day or two until you get to know the layout of your neighborhood.

THE EURO
The euro is the currency for countries in the European Union (excluding the UK). When you first arrive, we recommend that you quickly familiarize yourself with the European currency. Keep the current exchange rate in mind but try to think in euro rather than converting to dollars.

Exchange rates fluctuate on a daily basis. At the time of this printing, the exchange rate was approximately €0.70 = U.S. $1.00. Divide euro amounts by 0.70 to gauge the price in dollars. You may want to check the current exchange rate just prior to your departure at www.xe.com.

Monete (Coins). There are 100 cents in 1 euro. Coins come in denominations of: 1 cent, 2 cents, 5 cents, 10 cents, 20 cents, 50 cents, 1 euro and 2 euro.

Banconote (Bills). Euro bills vary in size and color. You may encounter denominations of: €5, €10, €20, €50, €100, €200 and €500.

Please Note: Commas and periods are reversed in European monetary notation. For example, 1,00 is what we would consider 1.00 and 1.000 is what we would consider 1,000.

CREDIT CARDS
Credit cards are useful in case of emergencies or for larger purchases such as train tickets and hotel rooms. VISA is the most widely accepted credit card in Europe followed by Mastercard. Discover card and American Express are not widely accepted. You should notify your bank and/or credit card companies that you will be traveling overseas. This will prevent them from questioning unusual activity and potentially freezing your accounts.

CREDIT CARD CASH ADVANCE
You may obtain a cash advance with your VISA or Mastercard from a bank offering this service though, this can be an expensive way to access cash. We recommend that you obtain an international PIN for your credit card in the event that you do need to obtain a cash advance. Your PIN is not usually required if the transaction is conducted inside the bank but you must show your passport. Keep in mind when choosing a PIN that overseas ATMs do not have letters on the keypads as they do in the U.S. If you plan to use your credit card for cash
advances, check with the issuing bank in the U.S. before departure to confirm that the card will be accepted by European banks and ATMs.

**MONEY FROM HOME**

Plan your finances carefully to avoid needing additional funds sent from home. Remember you will need to plan for independent travel expenses as well as incidentals not covered by the program. If you find it necessary to obtain funds from home, the following options are available:

**ATM WITHDRAWALS AND ONLINE BANKING:** The easiest and fastest way to receive money from the U.S. is for someone at home to deposit money into your checking account for you to withdraw overseas. The funds are usually available within a few days. Remember, there may be a maximum daily withdrawal limit on your account as well as any applicable European ATM withdrawal limits. Be sure to ask your bank if they offer online banking services, as this is often the simplest way of obtaining funds from home and managing your funds while overseas. Having an functioning international PIN number will be necessary for these sorts of transactions and withdrawals.

**WIRING MONEY:** Western Union maintains a wire service. Check with the ACCENT Study Center for more information on wiring money.

**QUESTIONS FOR YOUR BANK:** Alert your bank to your travel plans prior to leaving the United States. If possible, call or visit your bank to explore the following questions:

- Does your bank have affiliations with another bank in your host country?
- What fees are associated with ATM withdrawals?
- Does your bank offer online banking services?
- Ask about opening a joint account if you will be receiving financial assistance while abroad.
- What should you do if your card is lost or stolen?

Remember: always bring your passport when attending to financial transactions overseas.

**COMMUNICATING WITH FRIENDS & FAMILY**

**LETTERS FROM HOME**

Regardless of your accommodations, your mail and any packages must be sent to the ACCENT Florence Study Center. Mail should be addressed as follows:

Your Name  
c/o ACCENT Student Mail  
Piazza Santo Spirito, 10  
50125 Florence  
ITALY

Be sure to write AIRMAIL on all mail sent overseas.

**PACKAGES**

Receiving packages overseas can be very costly for participants, particularly FedEx and UPS packages. If at all possible, avoid having packages sent as they may be held in customs for a lengthy period of time and, when released, may include substantial customs charges. If it is necessary to receive a package while overseas, we recommend friends and family use USPS as customs taxes tend to be significantly higher with FedEx and UPS. Customs charges are usually based on the dollar value declared when a package is sent however these charges are somewhat arbitrary and therefore nearly impossible to predict.
Fees as high as $100 or more for something as simple as a coat or care package are not uncommon.

Asking friends and family to declare “Used Items For Personal Use Only/No Commercial Value” on packages shipped overseas may alleviate high customs charges but be forewarned that even inexpensive items that are correctly marked “Used Items For Personal Use Only/No Commercial Value” are not immune to customs charges or delays. Customs officials have the right to examine the contents of any package and assess their value. Under no circumstances should medications, food, laptop computers, cellphones (including iPhones) or any electronics be shipped overseas.

To avoid customs charges and delays it might be safer, faster, and cheaper to purchase the item on site or online in Europe.

In the event that a package arrives, ACCENT will sign for it and keep it at the ACCENT Study Center until you are able to come and pick it up. Under some circumstances (including packages not addressed c/o ACCENT Student Mail or customs delays and/or charges), ACCENT may be unable to sign for a package. In such cases, you will be contacted and provided with information about where you can go to pick up your package. It is important to remember that packages sent to you overseas and any customs charges incurred are your direct responsibility. ACCENT cannot intervene on your behalf with the local postal service if there are problems receiving your packages. Any packages that arrive after the program end date cannot be forwarded or returned. If ACCENT receives a package after you leave we will instruct the shipping company to charge any customs fee to the sender.

If you need to receive important documents overseas, we recommend that you have them sent by private express mail (Federal Express, DHL, etc.). The item will be registered and insured and the mailing time will be less than that of the Postal Service. The express mail service offered by the U.S. Postal Service takes much longer than the private services because the express envelope enters the regular mail system once it arrives overseas.

Please note that these are just guidelines. Before shipping anything overseas, it would be well worth your time to research the prices and regulations of various companies.

FAXES & PHOTOCOPYING
Printing, photocopying and faxing can be done at the ACCENT Florence Study Center for a nominal fee. Ask the ACCENT Florence Study Center staff for pricing details.

EMAIL AND VIDEOCHAT
By far the least expensive way to keep in touch with friends and family while you are overseas is via email and videochat (using programs like Skype, iChat and Google Chat). You will have limited access to the ACCENT Florence Study Center Macintosh computer lab throughout the duration of your program. The lab is primarily an academic resource but may also be used for email, internet access, etc. WIFI is also available at the ACCENT Study Center during office hours.

Please Note: participants should not expect to be allowed to use chat programs at the ACCENT Study Center.

DATES & TIMES
Europeans write the date differently than Americans. Whereas we write February 1, 2014 as 2/1/14, Europeans put the day first, then the month: 1.2.14.

The 24-hour clock is used most frequently throughout Europe. Instead of 6:00 PM, you will most often see 18.00. To convert from the 24-hour clock to the 12-hour clock, simply subtract 12 from all hours after noon. Times between midnight and 10 AM are written with a 0 in front of the hour (e.g. 09:45 is 9:45 AM). Another common notation is 9h45 or 9H45.

GETTING THERE
You are responsible for checking in at the designated arrival point and time on the program start date and are responsible for all transfer arrangements and costs. Detailed arrival information will be provided to all participants approximately two weeks prior to arrival. Participants who are unable to check in at the designated arrival point and time may be required to make and pay for their own accommodations for the first night.
Specific arrival instructions will be given to you at a later date. Please use the following as a general reference for directions to the ACCENT Study Center. The address of the ACCENT Center is as follows:

ACCENT Florence Study Center
Piazza Santo Spirito, 10
50125 Florence

The easiest (though more expensive) way to get from the airport or train stations to the ACCENT Study Center is to take a taxi. Taxis cost approximately €20 from Amerigo Vespucci Airport (plus €1 per bag), €10 from Santa Maria Novella train station and €15 from Campo di Marte train station. Prices will vary with traffic conditions and the time of day. A supplement is automatically charged for luggage and airport transfers.

Following are directions to the ACCENT Study Center from various locations in Florence using public transportation:

**FROM FLORENCE AMERIGO VESPUCCI AIRPORT**

Take the ‘Vola in bus’ (tickets are available at the bar in the airport and on the bus) to the train station (Santa Maria Novella). The bus will deposit you across the street from the station. For directions from Santa Maria Novella train station to the ACCENT Study Center, please see below.

**FROM FIUMICINO INTERNATIONAL AIRPORT IN ROME**

1. Follow the directions inside the airport that say Treni (train). They usually have a green and blue “FS” symbol.

2. Find the Leonardo Express train that leaves approximately every 30 minutes and goes non-stop to Roma Termini, the Rome central train station. The ride takes approximately 30 minutes and the cost of the ticket is approximately €16.

3. When you arrive at Roma Termini, follow the signs for the Biglietteria (ticket counter) or use an automated ticket machine. Be sure to purchase your ticket and date it in the yellow validating machine at the station before boarding the train.

4. There are several types of trains that you can take to Florence (Firenze). The fastest and most comfortable train is the AV/Eurostar, sometimes written as “ES”. This train ride should take approximately an hour and a half. The cost of the ticket is approximately €44.

5. When determining which platform to board your train on, make sure you check for the train number and not the destination. The final destination is what is posted on the boards and Florence is rarely the final destination of the train as most trains go to Milan or Venice as the final destination.

6. To get from the Florence train station to the ACCENT Study Center, please see the section titled “From Santa Maria Novella and Campo di Marte Train Stations” below.

**FROM MALPENSA INTERNATIONAL AIRPORT IN MILAN**

1. Malpensa airport has two terminals for arrivals, both of which offer a shuttle bus service to the Milan central train station (Milano Stazione Centrale). The tickets may be purchased from the “Airport 2000” office in Terminal 1 or Terminal 2. As of this printing, the ticket costs about €8.

2. Buses leave every half-hour from Terminal 1 and every hour from Terminal 2. The ride takes about an hour.

3. Once at the Milano Stazione Centrale, follow the signs for the Biglietteria (ticket counter) or use an automated ticket machine. Be sure to purchase your ticket and date it in the yellow validating machine at the station before boarding the train.

4. The quickest way to get to the Florence train station is to take the AV/Eurostar or an “Intercity” train. The AV/Eurostar train ticket should cost about €53 while the Intercity train ticket costs about €30. The ride should take less than 2 hours and 3.5 hours, respectively.

5. When determining which platform to board your train on, make sure you check for the train number and not the destination. The final destination is what is posted on the boards, and Florence is rarely the final destination of the train as most trains go to Florence or Naples as the final destination.

6. To get from the Florence train station to the ACCENT Study Center, please see directions below.
FROM GALILEO GALILEI AIRPORT IN PISA
There is a direct train from the Pisa Airport to the Florence train station (Stazione Santa Maria Novella). Tickets for the train are sold in the airport and cost approximately €8. The train ride takes about an hour and fifteen minutes and trains depart every hour. For directions to the ACCENT Study Center from the Stazione Santa Maria Novella, please see below.

FROM SANTA MARIA NOVELLA & CAMPO DI MARTE TRAIN STATIONS
From Campo di Marte station, take the bus to Santa Maria Novella station and follow the walking directions below:
1. Walk to the head of the train.
2. Turn left and go toward the station exit.
3. Exit the station, cross the street and turn right, heading to the back of Santa Maria Novella church across the street.
4. Go to the front of Santa Maria Novella church and continue through the left side of the piazza until you reach Via dei Fossi.
5. Continue on Via dei Fossi until you come to a small piazza called Piazza Carlo Goldoni.
6. Stay to the right of the piazza and cross the Ponte alla Carraia (bridge).
7. After the bridge, cross Piazza Sauro and continue down Via dei Serragli.
8. Turn left on Via Sant'Agostino until you reach Piazza Santo Spirito.
9. Once in Piazza Santo Spirito, the ACCENT Study Center is on the corner of the piazza and Via Mazzetta, number 10, in Palazzo Guadagni.

Although this sounds complicated, it is only a 15-20 minute walk.

If you get lost, ask someone to point you to the Piazza Santo Spirito. Once in Santo Spirito, go to the corner of the piazza and Via Mazzetta.

CUSTOMS & IMMIGRATION
When you reenter the United States, U.S. Customs requires you to declare all items purchased overseas. Returning residents and citizens are allowed to bring back up to $800 worth of foreign purchases without having to pay duty. Alcohol, tobacco and perfume are subject to stricter regulations. You will not have to pay duty on gifts mailed from Europe costing less than $25 as long as you do not send more than a single gift to any one person on any given day. Make sure to keep all receipts for the purchases you mail home or bring with you as you may need them when you reenter.

To avoid any delays when passing through Customs, please be sure to keep all medications and dietary supplements in their original containers and bring a copy of any prescriptions from your doctor.

If you are taking expensive items not made in the United States (cameras, watches, etc.) with you overseas, you may want to bring the original receipts or register them with U.S. Customs before you leave the U.S. When you reenter, if you have not registered them ahead of time and do not have a receipt, you may have to pay duty on them. This pertains mostly to luxury items that are less than six months old.

For more information, consult the following link to the U.S. Customs Service: http://www.cbp.gov/travel/international-visitors/know-before-you-go. This section of the site contains helpful information including: what you must declare, prohibited items, and tips on sending items back to the U.S.

RETURNING TO THE U.S.
Perhaps what surprises participants most about cultural adjustment is that it does not end upon returning home. In addition to feeling confused as you relearn your old cultural skills, you may react differently to the objects around you. Americans returning home often comment on the size of automobiles, the newness of buildings and the enormity of selection at the grocery store. It can also be difficult to note changes that have occurred in your absence. You may feel disoriented seeing buildings that have been built or torn down, homes remodeled, etc. You may find it equally disorienting to note that it seems nothing has changed in your absence.

Finally, you may feel the need to process the experience with your family and friends upon return. Naturally, since these people did not take part in your experience, it may feel unsatisfying or even frustrating to discuss it with them. As you cope with this and other aspects of reverse cultural adjustment, you may find it helpful to try the same methods you used overseas. In addition, to help alleviate these feelings and help you keep in touch with your overseas experience, we recommend trying one or more of the following:
• Keep in touch with the friends you made overseas. Get together for a reunion party to reminisce and share photos.
• Get involved in a cultural, foreign language or study abroad organization, or give presentations on your experience to participants thinking of studying overseas.
• Continue to write in your journal as you did overseas, including all of your feelings about coming home again.
• Continue to study your new language, join a conversation group or tutor other participants.
• Consider having you and your family host a foreign exchange participant.

The most important thing to remember is that both the cultural adjustment period overseas and the re-adjustment period upon return to the U.S. are completely normal reactions and to be patient with yourself as you experience them. At the same time, however, keep in mind that you are overseas to learn about a new culture and in doing so, you will naturally learn more about your own. Complete rejection of either culture will not allow you to make the most of your overseas experience.

PACKING YOUR BAGS

When deciding what to pack, remember airline baggage rules can be complicated and vary from airline to airline. Depending on the airline, baggage allowance is normally one 50-pound bag but please remember that many airlines now charge a fee for checked luggage. Check with your airline before departure for the most up-to-date information on baggage allowances, restrictions and fees.

As you will be responsible for carrying your own bags for quite some distance, you should aim to bring no more than 50 pounds or one large suitcase. If you cannot carry your bags, they are too heavy. You will be responsible for carrying your luggage to your housing and most accommodations do not have elevators. In addition, many cities in Europe are not set up with wheelchair ramps and, consequently, you may need to carry your rolling luggage.

When packing, also remember that you will be responsible for keeping your luggage with you at all times, even while you are traveling before or after the program. It is very expensive to have bags shipped home or consigned at an airport or train station. Most participants find that they can get by on much less than they brought. Many participants find that a large, internal frame backpack is more convenient than a suitcase. Backpacks are easy to carry and especially handy if you are planning to do any traveling by train.

Here are some more packing tips:
• Keep one change of clothing and a toiletry kit, including any prescription medications, in your carry-on luggage in case your checked luggage does not arrive with your flight. Be sure to check airport security guidelines for toiletry items.
• Take versatile items of clothing that are easily layered, especially dark clothing that does not need to be laundered as often.
• Daytime temperatures will range from low 30s to high 90s, depending on the time of year. Winters can be quite cold. Semester participants will want to bring a coat.
• With numerous cultural activities, excursions and on-site lectures, you will be doing a lot of walking overseas. Comfortable shoes are a necessity; make sure they are well broken in before you leave.
• If you take any medicine regularly, take more than enough with you to last the duration of the program, leave it in its original container and bring a copy of your prescription (this includes birth control).
• Bring an extra pair of prescription eyeglasses and contact lenses.
• You may want to consider bringing favorite brand name products such as your favorite brand of antiperspirant, pain relievers and other over-the-counter medications, particular brands of contact lens supplies, etc. Brand name items may not be available abroad though you can often find a local equivalent.
• Do not pack your passport, currency, jewelry, medication, other travel documents or valuables in your checked luggage. Keep them in your carry-on bag and in sight.
• Pack two photocopies of the first page of your passport in your checked luggage. They should always remain separate from the actual documents.

We recommend leaving all electrical appliances at home. Electricity in Europe is 220 volts AC which means that American appliances will not work unless they are dual voltage or you have a voltage converter. An adapter is also needed to connect U.S. flat-pronged plugs into the U.K.’s square, three-pronged outlets. Voltage converters are expensive and do not always work well and often, American appliances are of a high wattage which can overload older electrical wiring. Hair dryers are readily available overseas for $30-$40. For further packing tips, see the “Pre-Departure Checklist” on the following page.
# PRE-DEPARTURE CHECKLIST

## OFFICIAL DOCUMENTS AND NECESSITIES
- Passport
- Photocopies of the photo page of your passport (packed separately)
- Questura Registration Items, including two photocopies of the photo and information pages of your passport.
- Airline ticket/e-ticket itinerary and photocopy (packed separately)
- ACCENT Center address and phone number (in carry-on bag)
- ATM card, credit card, local currency
- List of credit card numbers, important phone numbers, etc. (leave a reference copy with a friend or family member in the U.S.)
- Health insurance policy card and reimbursement forms

## SCHOOL SUPPLIES
- Backpack or bookbag
- Course textbooks (if they are to be purchased in the U.S.)
- Pens, Pencils, Notebooks
- USB Flash Drive

## MISCELLANEOUS PERSONAL ITEMS
- An outlet adapter (universal adapters are useful if you plan to travel between the UK and Europe)
- Prescription medications in their original containers (be sure to include copies of the prescriptions)
- Extra prescriptions for medications, glasses and contact lenses (enough for the length of your stay)
- Phone numbers and addresses for friends and family
- Health kit containing aspirin, bandages, etc.
- Over the counter medicines that may not be available abroad
- Dietary supplements (protein bars, vitamins, etc.), especially for vegetarians
- Towel (if not provided in your housing)
- Toiletries (make sure the sizes of these items are TSA compliant)
- Shower shoes
- Small folding umbrella and/or rain jacket
- Camera (include USB cords, chargers, and extra memory cards)
- Phone Charger
- Journal

## PERSONAL PACKING LIST
Use this area to note any other personal items you don’t want to forget.

<table>
<thead>
<tr>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small travel bag for weekend trips</td>
</tr>
<tr>
<td>Travel Wallet</td>
</tr>
<tr>
<td>Padlock (opt for a luggage padlock that is TSA compliant)</td>
</tr>
<tr>
<td>Maps, guidebooks &amp; budget travel guides such as Lonely Planet or Let’s Go</td>
</tr>
<tr>
<td>Book for the plane ride</td>
</tr>
<tr>
<td>Reusable Water Bottle</td>
</tr>
<tr>
<td>Small personal objects that will help you feel comfortable away from home</td>
</tr>
</tbody>
</table>
RESOURCES FOR FLORENCE, ITALY

Being familiar with your host country’s history, political situation, language and traditions and being prepared to answer questions about the U.S. will aid in your adjustment and expand possibilities for cross-cultural discussion. You will find it beneficial to keep current with the news and world issues, familiarize yourself with domestic issues, read travel guides, study maps and do some in-depth reading on Florence and Italy. The following bibliography is intended to assist your exploration of reading materials on culture, travel and cross-cultural adjustment.

FICTION

NON-FICTION

ANTHOLOGY

POPULAR ITALIAN FILMS
Cinema Paradiso, Giuseppe Tornatore
La Dolce Vita, Federico Fellini
Life is Beautiful, Roberto Benigni
Much Ado About Nothing, Kenneth Branagh

WEBSITES

STUDENT RESOURCES & CITY GUIDES
http://participantsabroad.state.gov
http://english.firenze.net
www.italiantourism.com

NEWS
www.theflorentine.net
www.guardian.co.uk/italy
www.theflorencenewspaper.com
http://www.theflorentine.net/

CULTURE AND ACTIVITIES
http://eventful.com/florence/events
http://www.aboutflorence.com/events-in-Florence.html
http://www.visitflorence.com/florence-events/calendar.html

ACCENT WEBSITE & SOCIAL MEDIA:
www.accentintl.com
www.accentblogs.com
http://www.facebook.com/accentstudyabroad
https://www.facebook.com/accentflorence
Following are samples of the ACCENT Participant Contract and the ACCENT Alcohol Policy you signed with your enrollment materials. These are for your reference only.

**ACCENT/Participant Responsibility Contract**

I hereby agree to the conditions in this Contract for your university’s program and confirm that I have a genuine interest in the educational and cultural opportunities offered. Accordingly,

1. I have read ACCENT’s Payment Requirements, ACCENT’s policies concerning alcohol use, participant housing and other applicable policies within ACCENT’s Enrollment Forms. I have also read ACCENT’s policies concerning harassment and drug/substance abuse. Copies of these policies are found at [www.accentintl.com/policies]. I understand all of these policies and agree to faithfully fulfill all of these requirements, terms, and conditions.

2. I understand that my sponsoring College/University is ultimately responsible for the program’s educational content, its duration, modifications, and/or cancellations, and supervising and disciplining participants and faculty. I hereby agree that in the unlikely, but possible event of an infectious disease threat, that I shall follow the directions of my sponsoring school and comply with relocation and mitigation directives, whether these are delivered by local government authorities, my school, or indirectly through ACCENT. I understand that my failure to do so may result in my expulsion from the program without any refund or recourse. I understand that this program is deemed to commence on the contracted arrival date, and to terminate on the contracted departure date from Italy as specified in the program materials.

3. I agree that ACCENT reserves the discretion to reasonably modify my program schedule for logistical and service purposes, including without limitation, to conform to schedules of host country institutions, to conform to schedules of transportation companies and other service providers, to consolidate programs for viability purposes, etc. Such modifications shall be deemed to be standard conditions of my program, and shall not be grounds for withdrawal from the program or for any refund or credit.

4. I acknowledge that foreign travel, and living in international cities that are hundreds or thousands of years old, is an adventure which exposes me to risks, living conditions, inconveniences and standards that I do not normally encounter at home, and I hereby assume those risks as an adult. I accept that I will have to tolerate foreign customs, habits, noise, traffic, foods, cultural practices, laws, police requirements, living conditions, amenities such as internet, air conditioning and heat, elevators, transportation schedules, etc., which are more onerous and less convenient than those I am used to at home. When I encounter such conditions that I may not like, I accept that I am responsible for resolving problems concerning them in mature and constructive ways and I realize that I may be required to accommodate myself to them as part of my experience of living in a foreign country. I also understand that it is my responsibility to promptly inform ACCENT’s local Study Center Director in writing if I encounter conditions that I believe should be remedied pursuant to the terms and conditions of this Contract. An email to the ACCENT Study Center Director is sufficient.

5. I understand that while unlikely, there is always a risk that I could become ill, injured, or incapacitated during my activities abroad. Should I voluntarily choose to engage in athletics, tournaments, or sports, I acknowledge that, as an adult, I assume all such risks and I do not expect ACCENT to function in loco parentis. Likewise, I also understand that I could become involved with a foreign country’s police or government authorities, and need legal assistance. Accordingly, I hereby authorize ACCENT, in its reasonable discretion, to take emergency action on my behalf, without limitation, to obtain medical care, hospitalization, legal or other assistance for me at my sole cost.

6. I agree to abide by the applicable laws of my host country, and I understand that I am solely responsible for the consequences and costs, legal and otherwise, that result should I become involved in any civil dispute or criminal matter under applicable laws.

7. I understand that it is illegal under Italian and American criminal and civil laws for me to upload or download copyrighted materials, including peer file sharing, without the express permission of the copyright owner. If I do download and/or distribute copyrighted materials without such permission, I understand that I will also be violating ACCENT’s, and my own College/University’s policies. Accordingly, I acknowledge that such misconduct on my part will subject me to severe legal penalties which can include fines of thousands of dollars, and expulsion from my overseas program and housing without recourse or refund.

8. I agree that I must conduct myself according to the policies and standards of my sponsoring academic institution, and those of ACCENT, and I agree to cooperate with representatives of the sponsoring institution, ACCENT staff, and my fellow participants for our mutual benefit. I understand that misconduct by me, including but not limited to, possession or use of prohibited substances or drugs, misuse of alcohol, violation of the sponsoring school’s strict attendance requirements, and participant conduct codes, violence, destruction of property, offensive public behavior, behavior which endangers others or myself, or violation of other policies is likely to result in my expulsion from the program without refund of fees, or recourse, and my return home will be at my expense.

9. I understand that my friends and relatives are not entitled or permitted to attend any portion of the program or utilize my residence or any ACCENT facilities which are reserved exclusively for officially enrolled participants who have paid applicable fees.

10. I agree that neither ACCENT nor its employees, nor its representatives shall be liable to me, directly or indirectly, for consequences beyond ACCENT’s reasonable direct control, including without limitation: Acts of God, criminal acts such as theft, war, terrorism, strikes or other labor actions, acts of government authorities, acts by persons who are not employees of ACCENT, pandemics, epidemics or other health threats, acts by employees of transportation companies, and others.

11. I understand that ACCENT urges me to protect my personal property, valuables, and other property for which I am responsible by purchasing commercial insurance. Whether I insure or not, I agree that ACCENT shall not be liable for any losses of or damage to my personal property, valuables, and other property, and that I alone shall be responsible for any losses which might occur whether through theft, damage, or otherwise. Furthermore, I acknowledge that I am personally responsible for all costs relating to my medical care, relocation, and/or the costs of alternative accommodations in case of contagion, infestation, injury, other emergency, or other conditions not directly caused by negligent or deliberate acts of ACCENT or its employees. I understand that my failure to protect myself with insurance does not change my responsibility for such costs should they occur.

12. I agree that this Contract is between me and ACCENT as the sole parties thereto, that my parents or guardians are not parties to this Contract, (I have so informed them and they agree) because I am 18 years of age or older, I have independent rights of privacy and that this legal relationship is controlling irrespective of who might be paying all or part of my costs to ACCENT. Nevertheless, I understand that ACCENT reserves the right to discuss and transact business concerning my account directly with my parents, guardians, and others who may be paying for all or part of my costs arising in connection with this Contract.

13. I understand that ACCENT endeavors to respect each participant’s privacy. Accordingly, I am responsible for informing my family members, friends, and others wishing to contact me of the particulars of my contact information including my address, telephone number and other such information. However, ACCENT will reasonably relay to me a request from someone wishing to contact me, and upon being so informed, I may then decide whether to contact that person or not. I also understand that ACCENT reserves the right, in circumstances that it deems to be business necessity, emergency, or health or safety matters, to communicate directly with others regarding my role and activities in connection with the Program, including without limitation, the sponsoring institution, and the foreign host institution(s).

14. ACCENT programs are, by their nature, of public interest as they usually involve participants, faculty, or resource people engaged in educational programs and various participant activities. Participants, faculty, school representatives, ACCENT, and others are usually free to take photographs of ACCENT-related program activities, fellow participants, faculty, and ACCENT personnel, and to use such photos for lawful purposes. All concerned are hereby reminded that they shall have no claim to the photos taken by others, nor any expectation of privacy or confidentiality in such photos.

15. I have familiarized myself with ACCENT’s refund policies, and I accept that refunds, if any, will be made in compliance with those policies. I understand that if I leave the Program early, I will receive no refund from ACCENT. I further understand that if I withdraw from the Program, I shall not be entitled to participate in any Program activities, and I must immediately vacate Program housing.

16. Furthermore, I am responsible for informing anyone making payments on my behalf that, in the event ACCENT determines that any refunds are due on my account, ACCENT will make any such refunds payable directly to me as the contracting party, irrespective of the source of funds.

17. I understand that this Contract shall not become effective until receipt signed by ACCENT, and that it shall be interpreted and governed by the laws of California, with venue in the City of San Francisco, the location of ACCENT’s U.S. office.

18. I understand that fulfillment of my above commitments is a requirement for me to remain eligible to
participate throughout this Program, and in order to receive the benefits of ACCENT’s services. I agree
to comply with all of them, and I understand that should I fail to do so, it shall be considered to be a
material breach of this Contract which then may be terminated without refund or recourse.

Alcohol Agreement

REGARDING PARTICIPANT’S FULL PERSONAL RESPONSIBILITY AND
ASSUMPTION OF ALL RISKS FOR ANY AND ALL ALCOHOL USE OR CONSUMPTION
AND ABSOLUTE RELEASE OF ACCENT AND WAIVER OF ACCENT LIABILITY,
AGREEING TO HOLD HARMLESS, DEFEND AND INDEMNIFY ACCENT.

1. ACCENT programs are located in foreign countries which have laws prohibiting, controlling, and
regulating uses and consumption of alcoholic drinks including wine, beer and liquor, especially by
minors.

2. Each University or College sponsoring an ACCENT program may have its own prohibitions and
restrictions which it requires to be applied to the use and consumption of alcohol by its participants
enrolled in ACCENT programs in foreign countries.

3. Accordingly, each ACCENT participant is individually and personally responsible for complying
with all legal requirements of the nation where they are located, the rules and regulations of his/her
sponsoring University or College and ACCENT’s requirements as described in this Agreement
and otherwise.

4. Any and all consumption or usage of alcohol by an ACCENT participant is wholly the partici-
pan’s own personal responsibility. Each participant is responsible to inform himself or herself of
the country’s laws, his/her University’s or College’s rules, and ACCENT rules before using or
consuming alcoholic beverages. Legally underage participants are absolutely prohibited from
consuming alcohol, and may be expelled from an ACCENT program without recourse or refund
if they violate this rule.

5. ACCENT does not act in loco parentis, and a participant’s full responsibility for complying with
alcohol consumption rules is not reduced in any way whatsoever whether or not ACCENT may,
or may not act as an alcohol “policeman.” Warning: the most severe consequences may be applied
by ACCENT to any violation of applicable rules, whether or not such rules were previously
enforced, and irrespective of how they were previously enforced.

6. Consequences for prohibited uses or abuses of alcohol, at ACCENT’s sole discretion, include
without limitation: temporary suspension, probation, immediate dismissal from an ACCENT
program, and eviction from residence facilities, without recourse or refund.

7. ACCENT acknowledges that the cultures of host countries, including England, France, Spain,
Italy and Turkey may promote or prohibit the consumption of alcohol from time to time; whether
wine, beer, liquor or other beverages. When ACCENT deems it to be appropriate, ACCENT
may provide occasional social or program access to alcoholic beverages on a strictly optional basis.
On such occasions each participant remain wholly and individually responsible for complying
with applicable rules irrespective of usage by others, and no participant is required to nor expected
to consume alcohol.

8. ACCENT’s good standing, acceptance, and reputation in its host country is adversely affected
if and when ACCENT participants are arrested or otherwise involved in civil or criminal pro-
ceedings where alcohol use is implicated. ACCENT reserves full discretion to prohibit the use
of alcohol by specific participants, and/or all participants, or to establish conditions for such use
or consumption while enrolled in an ACCENT program, whether such use is on ACCENT-
sponsored premises or otherwise.

9. As an ACCENT participant I understand and agree that ACCENT will not assume any respon-
sibility whatsoever should I, or another participant, choose to consume alcohol, and I understand
that alcohol is a drug which can cause serious health consequences and unacceptable behavioral
manifestations which could lead to expulsion from my program and residence without any refund.

10. In consideration for my being permitted to be enrolled in an ACCENT program, I hereby accept
all the above conditions, and I agree to conform to all applicable rules and regulations. I under-
stand that even one violation of such rules and regulations may result in my immediate dismissal
from ACCENT programs without refund or recourse, or other severe penalties, at ACCENT’s
sole discretion.

11. I understand and agree that ACCENT’s policies apply to me whether I consume alcohol on or off
ACCENT premises, so long as I am enrolled in an ACCENT program. I understand that these
policies include rules that may prohibit consumption of alcohol in the student residences.

12. I hereby agree to hold harmless, indemnify and defend ACCENT, its employees, agents, and
representatives from any claims, costs including attorneys’ fees, actions, arbitrations, lawsuits, and
otherwise, arising out of or in connection with use or consumption of alcohol by me while I am a
participant in an ACCENT program and/or utilizing facilities provided by ACCENT.

13. I understand that I have a right to consult with my own attorney before signing this document
which I agree shall be construed to be a General Release and Waiver of all rights and claims: past,
present, and future, against ACCENT, its employees, agents, representatives, contractors, succes-
sors, and assigns, directly or indirectly relating to the use or consumption of alcohol by me.

14. I further understand that I shall not be entitled to participate in any ACCENT program unless I
agree to this agreement.

This copy is provided for your reference