

# UNITED KINGDOM

Summer, London School of Economics (LSE)



## 2012 Program Guide





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The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, national origin, religion, sex, gender identity, pregnancy,\* disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities. Inquiries regarding the University’s student-related nondiscrimination policies may be directed to the campus Equal Employment Opportunity/Affirmative Action office.

\*Pregnancy includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth.



► Scan to get this guide on your Smartphone.

## YOUR UCEAP NETWORK

### Local UCEAP Support

#### Campus EAP Office

The Campus EAP Office coordinates recruitment, student selection, orientations, and academic advising; and serves as your primary contact during the application process.

#### UCEAP Systemwide Office

The UCEAP Systemwide Office establishes and operates programs and coordinates UCEAP administration for all UC campuses from its headquarters in Goleta, California. You will work closely with the following Systemwide Office staff:

**Program Advisors** provide academic and operational program information to you and your campus as well as administrative support for all aspects of your participation.

**Operations Specialists** manage the logistics of the program. They coordinate document requirements, visa application instructions, health and safety precautions, acceptance and placement by host institutions, arrival and on-site orientation, and housing arrangements.

**Academic Specialists** advise on academic policies, review courses taken abroad for UC credit, and document your registration, grades, petitions and academic records.

**Student Finance Accountants** assist primarily with UCEAP statements, program fee collection, and financial aid disbursements (in conjunction with your campus Financial Aid Office).

### Contact Information

#### Operations Specialist

Michelle Bobro

Phone: (805) 893-3246; E-mail: [mbobro@eap.ucop.edu](mailto:mbobro@eap.ucop.edu)

#### Academic Specialist

Lisa Read

Phone: (805) 893-2810; E-mail: [lread@eap.ucop.edu](mailto:lread@eap.ucop.edu)

#### Program Advisor

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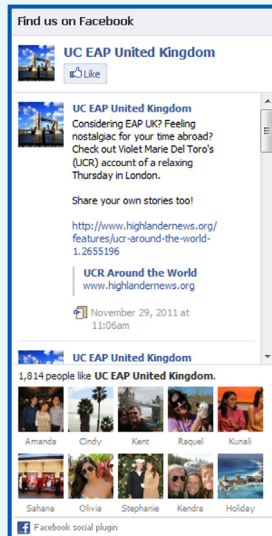
#### UCEAP Systemwide Office

6950 Hollister Avenue, Suite 200

Goleta, CA 93117-5823

Phone: (805) 893-4762; Fax: (805) 893-2583

- **Join the Conversation!**  
Meet fellow UCEAP participants and alumni on Facebook.



## UCEAP Online

Bookmark your **Participants** program page. This resource lists requirements and policies you need to know before you go abroad, including your Predeparture Checklist, *UCEAP Guide to Study Abroad*, Program Calendar, UCEAP Student Budgets, and payment instructions.

Connect with us! Join our Facebook network **UCEAP United Kingdom page**.

## London School of Economics

The UCEAP Study Center works with the London School of Economics (LSE) Summer School to administer three-week and six-week summer programs for UCEAP students. LSE schedules classes and assigns faculty according to the courses chosen during the application process by each summer's group of students. LSE also handles the logistics of the program, providing access to LSE amenities and university-owned housing.

## Student Mailing Address

Students on the three-week program should not have items mailed to them.

Students on the six-week program can use the Study Center address:

Student Name  
c/o UCEAP Study Center  
3 Bedford Square  
London WC1B 3RA  
UNITED KINGDOM

## Study Center Abroad

This program is administered from a UCEAP Study Center with a UC faculty consultant and program officers. Study Center locations are in London and Edinburgh. Study Center staff will advise you on academic matters and ensure that your academic program meets UC requirements. They also provide general information and help with living in the United Kingdom. The host university also has advisors who will work with you to plan your course of study.

The Study Center is the first point of contact for advice or assistance during the year.

## Contact Information

### London Study Center

3 Bedford Square  
London WC1B 3RA, United Kingdom

**Phone** (calling from the U.S.): (011-44-207) 079-0562

**Phone** (calling from the U.K.): 0207-079-0562

**E-mail:** [London@uceap-uki.org.uk](mailto:London@uceap-uki.org.uk)

### Edinburgh Study Center

50 Buccleuch Street  
Edinburgh EH8 9LP  
Scotland, United Kingdom

**Phone** (calling from the U.S.): (011-44-131) 662-8988

**Phone** (calling from the U.K.): 0131-662-8988

**E-mail:** [staff@uceapedinburgh.org.uk](mailto:staff@uceapedinburgh.org.uk)

**Phone Number Codes**

U.S. international code . . . . . 011  
(*dial this to call from the U.S.*)

United Kingdom country code . . . . . 44

London city code. . . . . 207

Edinburgh city code . . . . . 131

**Approximate Time Difference**

Add 8 hours

## ACADEMIC INFORMATION

### University Information

Founded in 1895, LSE is one of the foremost social science universities in the world, counting among its faculty and alumni 16 Nobel Prize winners and 34 past or present world leaders. LSE faculty are at the forefront of their disciplines, with a global reach. Drawn from around the world, they advise governments, public bodies, and government inquiries, while also producing world-class research. The LSE student body is also exceptionally international in makeup and outlook. The LSE campus is situated in central London, close to major cultural attractions including the West End, Royal Opera House, British Library, and the British Museum.

The LSE Summer School is one of the largest university summer programs in Europe, attracting 4400 students and professionals from 115 countries in 2011. Courses are based upon regular LSE undergraduate courses, taught to the same standards by leading LSE faculty. The LSE Library is the major national social science library in the U.K., and almost all of its rich collections—including government publications, statistical material, and journals—are available to students. LSE has a fully staffed fitness center, competition-size pools, and squash and tennis courts. In addition, LSE offers two bookstores, a student travel agency, a very active Student Union, and numerous dining facilities.

### Program Description

The LSE Summer School program offers two 3-week sessions. You will enroll in either Session 1 alone, or Session 1 + 2 together, and you will register for a maximum of one intensive course per session. Over 60 courses are offered in the following subject areas:

- Accounting and Finance
- Economics
- Law
- Management
- International Relations, Government & Society

Due to the intensive nature of the program, active participation and attendance is mandatory for all classes during the term. Students are expected to spend a full day on campus, with 4 hours per day of instruction. In addition, students are advised to spend 2–3 hours per day in self-guided study. Assessment for Summer School courses is based upon the results of either two formal exams or a combination of formal exam and assessed work. Exams are two hours in length and are conducted under standard LSE Board of Examiners regulations.

### Course Information

Two program options are available. If you choose the Summer 1 option, you will take one course in Session 1 for 5 UC quarter units. If you choose the Summer 1 + 2 option, you will take two courses, one in Session 1 and one in Session 2, for a total of 10 UC quarter units. All courses must be taken for a letter grade; the P/NP option is not available.

**UCEAP STUDENTS SAY...**

“*The culture shock I experienced has not been about living in a different country as much as attending a university where things are done very differently—sometimes in ways that I initially found frustrating.*”

LSE Summer School courses combine lectures (three hours per day) and classes (one hour per day). Large group lectures are usually presented by an academic (the course leader or leaders), and are mainly a listening and note-taking exercise, as is the norm in the U.K. university system. Students will be divided into smaller groups of 15 to 20 students for one-hour classes, which normally take place in the afternoon. Classes are an opportunity to work through problem sets or case studies, present and discuss seminar papers, and to discuss the previous lecture with a Class Teacher and classmates. In other universities these sessions may be known as tutorials or seminars.

MyEAP Study List registration is required and will determine how your courses will appear on your UC transcript. If you make any course changes (allowed only in the first two days of each session), be sure those changes are reflected on your MyEAP Study List.

For courses in Accounting and Finance, Economics, and Management, Level I courses will generally appear as lower division on the UC transcript, while Level II and III courses will generally translate to upper-division UC coursework. For courses in International Relations, Government & Society and in Law, many Level I courses will also appear as upper-division UC coursework, as should Level II and III courses.

Full course listings as well as information on readings, assessments, prerequisites (if any), and pre-course reading (which may be required for certain courses) are available on the [LSE website](#).

**Internships, Research, & Independent Study**

Internships, research and independent study are not possible through this program.

**Academic Culture**

Be prepared to experience a different academic culture in the United Kingdom. There exists a distinct university culture, one that is different in its habits, jargon and terminology, structures, and teaching styles from what exists at UC. You will spend much time at the beginning of the program learning about the different university culture and different expectations of the British faculty.

**Independence Expected**

You are expected to be more independent than you are at UC. There is rarely any immediate accountability for the material presented in lectures; British students often demonstrate their mastery of material in exams at the end of the program. As a result, you may not know where you stand academically in some courses until completion of finals, since no regular tests and few assignments other than papers provide feedback. You will need to work more independently than you have been used to, with less direction, fewer in-term assessments, and less sense of how your performance will finally be graded.

## UCEAP STUDENTS SAY...

“

*I worked as hard, if not harder, in the U.K. It's a bit different though; there's not as much class time but lots of reading and research on your own time.*

”

**Reading Texts**

One of the main differences is the amount of direction you receive regarding reading texts. In a typical UC class, you receive a syllabus with detailed information and deadlines for required reading, quizzes, papers, and tests. However, in the U.K. it is much more common to receive a long reading list that constitutes the material of the whole course, and you need to find your own way through it. British lecturers may give some guidance about what will be covered in a certain class meeting, but they may also assume that you are familiar with the works on the list. This lack of specific direction can be frustrating, especially at the beginning of the term. Expect to ask questions about texts and assignments. Often, students whose final papers or exams reference only the materials directly covered in lectures will not earn the top grades that many UC students anticipate. British instructors, especially those who often teach visiting students, can help you understand what's expected. However, they assume that students seeking the highest grades will also take responsibility for their own education, and will take full advantage of all guidance and resources.

**Instruction**

Instruction generally consists of lectures, seminars, tutorials, and labs. Seminars are larger group discussions, usually based on short papers written in advance by one or two students. In seminars, you are encouraged to compare your own views and test your opinions against those of others. Lectures, which are often used to cover the groundwork in a subject, supplement tutorials and seminars. The lectures, which may be on diverse topics, provide background material for the academic work that is assessed during tutorials.

**Faculty**

Faculty members, most often called lecturers (“professor” is a rare title held only by the head of a department or a chairperson), can be found in their offices, but they are not required to hold specific office hours. Like their UC counterparts, some are readily available and some are elusive.

**Libraries**

You may need to buy some texts; however, fewer texts are required and you will use more library resources. Unfortunately, academic libraries in Britain are rarely as user-friendly as the UC libraries. The collections typically are smaller and the hours more restricted.



### Writing Ability

There is more emphasis on writing in Britain than at UC, and you may need to write two or three essays per term, even in the sciences or mathematics. Excellent writing ability is the norm and “marking down” for poor writing is common. Seminars and tutorial sessions often require papers and oral reports.

Most British students have been trained rigorously to write well. Their A-levels (exams required for entrance to English universities) are for the most part written in essay format. Significant emphasis is placed on literacy, not only for students in the humanities and social sciences, but for those in the sciences as well. It is important not only to have intelligent ideas, but to express them clearly and coherently in well-supported essays, using accurate spelling and grammar. This is as important in exams as in essays written during the term.

You will need to learn a different style of essay writing. British instructors often expect more outside (secondary) sources to be evident in essays than at UC. A good essay attempts to insert itself into the critical discourse on the topic, not appear simply as the writer’s personal thoughts. Research your topics thoroughly (or more thoroughly than the hectic pace of UC quarters generally allows) and use that research in your essays. Good writing that is clear, elegant, and simple is valued.

### Exams

Exams are serious business in British universities—far more so than almost any final exam at UC, and with a far more formalized structure. British students prepare for tests in earnest, since their entire final standing may be dependent on the result. Although the final exam may not entirely determine your final grades at UC, exams are the academic area in which UC students as a rule have the most difficulty. Keep up with your reading and class attendance throughout the program to avoid unnecessary stress during final exam time.

### Grades

For information about grades, see the [Academic Information](#) chapter of the *UCEAP Guide to Study Abroad*.

## UCEAP STUDENTS SAY...

“

Good books include *Notes from a Small Island*, *The Mother Tongue*, and *Made in America*, all by author Bill Bryson.

Bill Bryson is an American author who decided to move to England, where he remained for 20 years. His books give a sense of life in Britain from an American point of view. His humorous stories best sum up British identity and the state of the nation, which will prepare you for the coming time you will be spending in the U.K.

”

## CULTURAL AWARENESS

### Educate Yourself

“Nothing gives the English more pleasure, in a quiet but determined sort of way, than to do things oddly.” —Bill Bryson

Become as acquainted as possible with the U.K. prior to departure, and keep up with current events by reading articles in newspapers and magazines, and by watching films set in contemporary Britain. UC libraries subscribe to the main daily newspapers published in London, and weekly or monthly magazines of news and commentary are also available.

### Guidebooks

UCEAP students recommend acquiring a guidebook or two before departure. Travel books give comprehensive accommodation, sightseeing, historical, and travel information. Suggested travel book series include Let's Go, Rough Guide, Lonely Planet, Blue Guide, Michelin Guide, and Intelligent Traveler's Guide. Other resources are Time Out, DK, Insight, and Footprint guidebooks.

### Recommended Reading

#### British University Life

American universities and their counterparts in the United Kingdom are very different. These books will give you an idea of what life is like at a British university.

Amis, Kingsley      *Lucky Jim*, New York: Penguin, 1974.

Snow, C. P.      *The Masters*, New York: Scribner, 1951.

#### Novels Relevant to California Students

These books offer a look into Britain's academia and society, often from an American perspective.

Bradbury, Malcolm      *The History Man*, New York: Penguin, 1985; *Eating People Is Wrong*, London: Secker & Warburg, 1959.

Fielding, Helen      *Bridget Jones's Diary*, New York: Penguin, 1999.

Hornby, Nick      *Fever Pitch*, New York: Riverhead, 1998.

Lodge, David      *Changing Places: A Tale of Two Campuses*, London: Secker & Warburg, 1975; *Small World*, New York: Penguin, 1995; *Nice Work*, New York: Penguin, 1990.

North, Freya      *Polly*, Ullstein TB, 2001; *Sally*, Heinemann, 1996.

## UCEAP STUDENTS SAY...

“It’s easy to underestimate the degree to which you’ll feel foreign. The key is to be honest about how you’re feeling and what confuses you. Find people you can talk to and share with. Don’t struggle to assimilate entirely or to understand everything you feel. Have patience and courage.

Culture shock happens—you just have to go and experience it.

”

## Social Conduct

### Living in the U.K.

While Great Britain has changed much in the past 15 years, some class stratification is still a part of its society, and you are likely to be aware of some degree of class consciousness among your British peers. A smaller percentage of the population attends university in the U.K. than in the U.S., which means that a given university may be less representative of the population as a whole. But because students traditionally leave home to go to university just as in the U.S., the political and social character of a university cannot be predicted by its location. Be open to a variety of social and political attitudes on the part of your counterparts in Britain.

The United Kingdom is a multiracial society and has experienced, and continues to experience, racial tensions. But the mix of races is quite different; in addition to Africans and Afro-Caribbeans, Britain has a sizable population from the Asian subcontinent, including Indians and Pakistanis, but in relation to California, a smaller number of East Asians. Moreover, ethnic minorities represent different cultural experiences, deriving their place in contemporary Britain from the nation’s comparatively recent colonial past. British people are conscious of the need for racial awareness and sensitivity, but as ethnic groups are unevenly spread across the country (minorities typically concentrated in London and the large cities of the Midlands and North), they vary a great deal in their actual experience of racial diversity.

While Britain’s differences from the U.S. should not affect the degree of acceptance and friendliness extended to non-white American students, it may mean differing assumptions, even misunderstanding at times, about the backgrounds of such students. Political correctness is as much a part of discourse in Britain as in the U.S., but it also means different things and elicits a variety of attitudes.

You will likely hear much about culture shock in your campus UCEAP orientation meetings and during the orientation abroad. Whether you feel the term overstates the matter, or that shock is just the right term to describe adjusting to a new environment, realize that adjusting to life, even in a country where the language is the same and much of the popular culture is shared, can present a significant challenge. Though many returned students describe their time on UCEAP as “the best time of my life,” they admit that genuine effort is required to adjust, especially in the beginning.

Although the British are not as open about sexuality (especially in the smaller cities), larger cities such as London have well established lesbian, gay, bisexual, and transgender (LGBT) scenes. Publications such as *Time Out* list LGBT-friendly events and venues in London, and UCEAP staff will have further contact information. In addition, most universities have LGBT societies. The age of consent for gay males is 16 years in the U.K. There are no legal prohibitions against lesbianism.

## UCEAP STUDENTS SAY...

“

*Expect a completely different way of socializing—especially if you’re under 21.*

*Be prepared for the centrality of alcohol consumption in the culture. Going to the pub daily is a very easy pattern to fall into.*

*Be aware.*

”

**Drinking & Smoking**

You will find quite different practices and attitudes toward drinking and cigarette smoking. In general, British students use pubs for socializing a great deal more than their American counterparts; a night out may be more frequent and involve the consumption of more alcohol than most American students are used to.

Smoking, while more controlled than a few years ago, is still common, especially among university students. Smoking in public buildings has been banned and is restricted to designated areas on university grounds. If you do not want to share accommodations with smokers (even though they are not smoking indoors), clearly note this in your housing application and every attempt will be made to accommodate the request, although it cannot be guaranteed.

► Additional information about passports, visas, and other required documents is provided in the [UCEAP Guide to Study Abroad](#) and UCEAP Predeparture Checklist.

## ARRIVAL & ORIENTATION

### Travel Documents

You are not required to present a birth certificate to the host university, even if requested. Your passport is sufficient identification.

Make photocopies of all important documents and keep the copies in a location separate from the originals. E-mail yourself a list of passport and credit card numbers and any other personal information that would need to be replaced if it were stolen or lost.

### Entry Clearance

**U.S. Citizens:** Obtain an entry clearance called the Student Visitor Visa when you arrive in the U.K. from British immigration officers at the airport or at another port of entry. UCEAP will provide detailed information about this clearance. You need to show proper documentation of your student status and evidence of financial support for the coming term abroad. UCEAP strongly encourages U.S. citizens to obtain the Student Visitor Visa upon arrival in the U.K.

To work or do volunteer work in the U.K. you must obtain an entry clearance called the Tier 4 Student Visa before departure. Summer programs do not issue the CAS number that is required to apply for the Tier 4 Student Visa.

If you are not a U.S. citizen, check the [United Kingdom Border Agency \(UKBA\)](#) website to find out if you need to obtain an entry clearance while still in the U.S.

### Entry Clearance for Back-to-Back Program Participants (subject to change)

**Summer plus Fall:** Present admission letters from both host universities plus financial proof to cover both programs, and obtain a Student Visitor Visa upon arrival in the U.K. (if both programs total six months or less).

**Summer plus Year:** If possible, obtain a Tier 4 Student Visa before departure for the year program, then obtain a Student Visitor Visa upon arrival for the summer program. This method may not be possible because you cannot apply for the Tier 4 Student Visa more than three months before the start of the year program and you may not yet have received the CAS number you need from the host university.

### Traveling to the U.K.

You may not travel to or through the Republic of Ireland on your way to the United Kingdom. Do not book your flight on Aer Lingus, as it will make a stop in Dublin on its way to the U.K.

The U.K. and Ireland are part of the Common Travel Area (CTA) arrangement, which also includes Jersey, Guernsey, and the Isle of Man. The first entrance into the CTA dictates the type of entry clearance stamp or entry clearance activation you will receive. This means that if you arrive first in Ireland on your way to the U.K., you will receive an “in transit” stamp, even if you already have an entry clearance (for the U.K.) from the British consulate in your passport. So, the U.K. entry clearance you might already have will not be activated upon arrival in the U.K., and you will not receive an entry clearance for short-term study because the CTA has already been entered and an “in transit” stamp given.

U.K. immigration officers may not even be present where passengers deplane from flights from CTA locations into the U.K. Immigration officers elsewhere in the airport will not and cannot activate or give an entry clearance to persons who have already entered the CTA. This means you have no status in the U.K. immigration computer records—your student status in the U.K. is nonexistent and your stay is considered illegal. You must regularize your status in order to register at your host university—and you will be denied reentry if you travel.

If you must regularize your status, you will have to apply for the correct entry clearance after arrival at your host university. Most likely you will need to return to the U.S. to obtain the correct entry clearance. If the British Home Office allows you to apply to their London office, it will cost at least \$590 to apply by mail and at least \$1,000 to apply in person. Applying by mail requires you to submit your passport to the British Home Office for several weeks, so you will not be able to travel out of the country. To be on the safe side, do not travel to or through Ireland on your way to studying in the U.K.

### **History of CTA**

CTA has been in existence for decades to allow ease of travel to British and Irish citizens between the two countries. The European Union has adopted and continues to refine several similar arrangements for various groups of European countries, the most well known being the Schengen Treaty and its offshoots. However, Europe compensates for ease of border crossing with more internal controls, such as identity checks and shared immigration databases. How does this affect you? The U.K. appears to be loosening internal CTA border control in the European manner, thus you would not receive the entry clearance stamp or activation you need if you arrive in the U.K. from Dublin.

### **International Student ID Cards**

An international student identification card is cheaper in the U.K. than in the U.S., and some students wait to purchase one. However, cards purchased in the U.K. do not carry the supplemental travel insurance policy that is provided with cards purchased in the U.S.

## UCEAP STUDENTS SAY...



*Less is more! Take no more than one suitcase—you won't want it, won't need it, and will want to buy things when you get there that are appropriate to the weather and to the fashion (British fashion is very interesting).*

*Don't worry so much about what you need because everything you could possibly need is there.*

*A backpack is essential for traveling (and if you fill it, that undoubtedly will be too much stuff).*



## Packing Tips

Identify each item of luggage on the inside and outside with your name, home address, and destination. A rolling, wheeled suitcase is a wise investment. Luggage restrictions vary by airline, though all carriers have weight restrictions.

Pack clothing that is washable and quick drying if possible. Objects such as scissors, pocket knives, nail clippers, etc., must be packed in checked luggage only. They will be confiscated if found in your carry-on luggage.

- ▶ **The UCEAP Student Budget does not include funds for the purchase of clothing abroad.**

### Essential

- Layered clothing (T-shirt, shirt, fleece vest, button and pullover sweaters)
- Lightweight jacket
- Warm socks
- Flip-flops, walking shoes, casual footwear
- One dressy outfit
- Umbrella
- Heavy jacket or coat
- Rainwear

### Optional

- Bathrobe and slippers
- Beach towel
- Lightweight blanket
- Seat pad (good for train and bus travel)
- Travel-size sleeping bag
- Empty backpack (to bring home items purchased abroad)
- Travel alarm clock and flashlight
- Small gifts for new friends (with UC logo or California designs)
- Family photos

### Do Not Bring

- Medications that are illegal in the U.K.
- Fragile items unless they are bubble wrapped

### Insurance for Personal Possessions

The [UCEAP Insurance Plan](#) includes a personal property benefit; however, it is your responsibility to determine if it will suit your needs. Look into the benefits prior to departure and decide whether or not you will need to purchase additional coverage, especially if you are bringing anything of value like a laptop or camera.

In addition, your parents may already have insurance coverage for personal possessions, though it may not cover items that are in transit or abroad. Find out if your parental policy, combined with the UCEAP policy, is sufficient to cover the items you will be taking with you.

If you decide to purchase additional coverage, it is best to obtain insurance before departure because most theft occurs in the airport or while moving into housing. The host university does not protect student belongings, even in university accommodations. [Endsleigh](#) is a major student insurance provider in the U.K.

## UCEAP STUDENTS SAY...

“Pack lightly. Don’t take more than you can carry.”

”

## Electronics

The electrical current used abroad is 50 cycles AC rather than the 60-cycle current used in the U.S., and voltage is 220–240 rather than the standard U.S. 110–120 volts for small appliances. Most electrical sockets in the U.K. have three-pin plugs. In general, North American appliances need both a voltage converter and a plug adapter (available at electronics stores or travel specialty shops) for use abroad. However, travel irons, curling irons, hair dryers, electric razors, etc. can be purchased in the U.S. with either a built-in converter or multi-voltage function. These appliances will need only a plug adapter to be used abroad. U.S. clocks need to be battery-driven to operate abroad. Past UCEAP students recommend purchasing small appliances abroad, although they will be more expensive than in the U.S.

If you plan to take a laptop, be sure that the AC input of its power supply will accept 240 volts and 50hz (AC Input: 100V–240V; 50hz–60hz); if it does not, purchase a transformer before departure. You can purchase the correct adapter plug (for three-pronged sockets) in the U.S. or abroad. Since the cost of electricity abroad is high and improper use of appliances may damage both the electrical outlets and the appliances, ask before using the outlets. Some university accommodations will test your appliances to make sure the appliances comply.

Information on electrical appliances and accessories can be found on the [Magellan’s](#) and [Distant Lands](#) websites.

## Travel Tips

You are responsible for reserving and purchasing your tickets (even if you are on full financial aid). Your Financial Aid Office is not responsible for purchasing tickets. You are strongly urged to purchase a changeable airline ticket. Standby tickets are not appropriate for UCEAP.

You are required to arrive at the correct program site on the UCEAP Official Start Date (see your [program calendar](#) for exact dates). Failure to appear on the date and at the place UCEAP indicates may result in dismissal from the program (see Student Agreement).

Flights are routinely changed or canceled. Confirm your flight schedule with your airline about two weeks before departure.

When traveling always carry your passport, visa, ticket, prescription medications, and money. Never put valuables in your checked luggage. Leave extra credit cards at home and carry only what is necessary.

To avoid theft, never leave your luggage unattended. Do not ask others to carry any items abroad for you (laptop, camera, extra bags, etc.) and do not volunteer to do so for others. Airlines may not allow you to take them or customs abroad may charge you a very high duty. This is particularly a concern with electronic goods.

Flights from the U.S. direct to Europe arrive the day after they depart the U.S. Keep this in mind when booking your flight to arrive on the correct date for your program. When you fly directly home from the U.K. you will arrive in the U.S. the same day you departed.



The start date of the program can change due to unforeseen circumstances. You are responsible for making modifications in your travel itinerary to accommodate such changes. UCEAP is not responsible for any unrecoverable transportation charges you may incur. In order to be kept informed of any program changes, update MyEAP with any changes in your e-mail address, mailing address, or phone number.

### **Financial Aid Students**

Your financial aid package is based partly on the UCEAP Student Budget for the program. The estimated round-trip airfare amount is based on the cost of a changeable student fare to the United Kingdom. If your independent travel costs are greater than the airfare estimate in the UCEAP Student Budget, notify your financial aid counselors. Neither UCEAP nor the Financial Aid Office can guarantee that the additional cost will be funded by financial aid.

### **Orientation**

You will attend an on-site orientation organized by the program provider. The orientation will include information on the academic structure of the program as well as important information about health, personal safety, finances, emergency preparedness, and other practical matters.

You are required to appear at the program site on the Official Start Date and participate in all orientation activities; failure to do so could subject you to dismissal from UCEAP (per Student Agreement).

### **London School of Economics**

Arrival day is on Sunday, when LSE Registration also occurs. Registration sessions are run at the larger residence halls. In addition, students will receive an ID card and information pack, take a tour of the campus, and open an IT account. Sunday will be a busy day, so be sure to arrive in the morning—most flights from the U.S arrive in London around 11:00 a.m. There will be a “Welcome to LSE” session on Monday morning before classes begin.

► The UCEAP Student Budget does not include funds for recreational travel.

## LOCAL TRANSPORTATION

### Travel within the U.K.

Eurail passes must be purchased in the U.S. (either before departure or by someone in the U.S. once you are abroad).

Detailed instructions on transportation from London-area airports to the designated arrival point at summer program sites outside London are found in the Arrival/Orientation Information in your online Predeparture Checklist.

### Storage

Numerous options are available for storing luggage during breaks or while traveling after the end of the program. Two storage companies are [Big Yellow Self Storage](#) and [Excess Baggage Company](#). Storage sites are usually at airports, underground stations, and train stations. Prices and hours will vary, so confirm details in advance. Most companies can also arrange to ship luggage.

### Return Travel

If you do not make round-trip arrangements, book a return flight with plenty of lead time once abroad. Study Center staff can refer you to a local travel agency for information on return travel. Flights to the U.S. fill up fast and economy-fare seats are booked early.

► It is important that you carefully read all of the information available in the [UCEAP Guide to Study Abroad](#) and discuss it with the person who will assist you with your finances while you are abroad.

## FINANCIAL INFORMATION

### Understanding Your Finances

Understanding your finances before, during, and after your program is crucial to having a successful time abroad. The following list outlines just a few of the many things you will need to know before departure.

Detailed information on the following topics can be found in the [Money Matters](#) chapter of the *UCEAP Guide to Study Abroad*:

- Contact information for finance questions
- How to estimate the cost of your program
- Budget instructions and information
- How to and who can make payments to UCEAP
- UCEAP student account information
- Banking before and after arrival
- Fees and penalties
- Loan information
- How financial aid works while abroad (how do I get my financial aid from my home campus and how are my fees paid?)
- Various forms (e.g., direct deposit, etc.)

### MyEAP Student Account

Your MyEAP Student Account is similar to your UC campus financial account. It will be available as soon as you are selected for your program in MyEAP. You can make payments through this account using e-checks or credit cards (MasterCard or Discover). The fees that you owe UCEAP will be applied to your account after your program predeparture withdrawal date, which is listed in MyEAP. For the amount due to UCEAP prior to fees being posted on your account, refer to the UCEAP Student Budget Payment Vouchers. Program fees are subject to change.

### UCEAP Student Budget

Carefully review your [UCEAP Student Budget](#).

Your UCEAP Student Budget lists the fees you will pay to UCEAP and an estimate of the personal expenses you will need to plan for. It does not include the cost of recreational travel or personal entertainment. Review your UCEAP Student Budget frequently. The Payment Vouchers are on the second page of the UCEAP Student Budget.

#### Instructions

- **Download** and **print** your UCEAP Student Budget and Payment Vouchers.
- Note the deadlines on the Payment Vouchers.
- Give the UCEAP Student Budget and Payment Vouchers to the person responsible for paying your UCEAP bills. Sign this person up for Third Party Authorization so they can make payments online.

For further information see the [Money Matters](#) chapter of the *UCEAP Guide to Study Abroad* and the Money Matters tab of your Participants Portal. If you will be receiving financial aid, see also the [UCEAP Financial Assistance](#) web page.

## UCEAP STUDENTS SAY...

“*The reality of spending time in the U.K.: It’s expensive. You’ll spend a lot of money, even if you’re living cheaply. Things just cost more there. So I found the best thing is to submit to the forces that be and accept being eternally indebted to your parents and to your credit card company. You won’t regret spending the money later, but you’ll regret missing out on any experiences that present themselves.*

*Don’t think about converting pounds into dollars. It will make you crazy. Just realize that the year is going to be expensive. The sooner you start thinking one pound equals one dollar, the better off you’ll be (although not financially).*

*Get as much money together as possible before you go abroad. Things are expensive and you don’t want a lack of money to limit you.*

*Never cash a check at a “checks cashed” place unless you want to be ripped off. Go to a bank.*

”

## Handling Money Abroad

### Initial Expenses

While abroad be cautious about carrying and displaying money. You will need a minimum of \$200 initially for textbooks and basic supplies. Budget additional funds for clothing and travel.

Before leaving the U.S., exchange \$200 into British pounds. The funds will be useful upon arrival for snacks, transportation, tips, and unexpected purchases. Some U.S. banks will purchase the foreign currency for you; the process may take a week or more. Dollars can also be exchanged for foreign currency at airports.

### ATM Withdrawal

Take a bank card that enables access to funds in a U.S. bank account from an ATM. The bank card must have a four-digit PIN. Although most U.S. banks will charge currency exchange fees when money is withdrawn from an ATM abroad, ATM withdrawal is the best way to access your money.

### Travelers Checks

You can also take travelers checks issued in British pounds for immediate use after arrival. However, note that travelers checks are not as widely accepted abroad at retail venues as they are in the U.S. You will first need to cash your travelers checks at a bank. Not all banks provide this service, and some banks will charge a commission. You will need to show your passport as ID when cashing travelers checks.

Do not expect to open a bank account due to time constraints.

## COMMUNICATIONS ABROAD

### E-mail

E-mail is available, but facilities and resources are not the same as at UC and you will likely have to wait for access to computers.

Some computers may be too old to have ports for downloading and saving images from digital cameras. Also, some computer labs will not allow images to be loaded on the computers and e-mailed. If you plan to use a digital camera, you are encouraged to bring a laptop.

### Skype

Many students use [Skype](#) for long-distance calls. Family and friends in the U.S. can call you, at low rates, using Skype from their computers. You can Skype family and friends from any computer with Internet access. Computer-to-computer Skype calls are free. You will need a headset and a microphone.

### Study Center Contact

It is important to keep in contact with the UCEAP Study Center in addition to being in daily contact with the on-site program provider. See [Your UCEAP Network](#) in this guide for contact information.

Study Center office hours are generally 9:30 a.m. to 5:30 p.m., Monday through Friday. The office may be closed for lunch. You may contact the Study Center at any time and leave a voicemail message. You may also contact the Study Center Director or Program Officer outside office hours in an emergency by using the personal phone numbers you will receive after arrival.

### Mail

The British mail service is usually fast. Letters mailed in the evening before the last mail collection at any of the British universities are delivered in London the next day or two and vice versa. Airmail to or from California usually takes from six to ten days; however, delivery times can vary widely and if you are being sent a package that must arrive by a certain date, have the package sent by an express courier service.

See [Your UCEAP Network](#) in this guide for the correct mailing address at your host university.

### Shipping

Packages sent from the U.S. generally take six to eight weeks to arrive by surface mail. Do not have packages sent. The Study Center will not collect luggage that has been shipped in advance and staff will not pick up any luggage that must be claimed at a customs office or dock.

## UCEAP STUDENTS SAY...

“  
Calling home is expensive. Buy a calling card for 5 or 10 pounds and put all of your calls on it. It's much cheaper than using a telephone account that your school may provide, and it's easier to limit your spending.  
”

## Phone

➤ **Approximate time difference: add 8 hours**

There are two types of public phones in the United Kingdom, pay phones that take coins (of 20 pence and over) and card phones. Calling cards are the most convenient method for making calls from public telephones. Cards in denominations of £2, £4, £10, or £20 are available from the post office, travel centers, some news agents, machines on underground platforms, and anywhere there are Phone Card signs. Many BT pay phones take major credit cards and charge cards. Unfortunately, phone card telephones may not be available in your residence hall, and you may have to walk to one elsewhere on campus, or even off campus.

**Collect Calls:** In the U.K., collect calls (made by dialing 100) are expensive. Do not phone the Study Center this way unless there is an emergency.

**Directory Assistance:** Information in the U.K. is reached by dialing a provider of Directory Service Information. All providers have six-digit numbers beginning with 118 and all charge for the service, even from public phones. First try other means to find a phone number (the Internet, a phone book, etc.) because the charge can be expensive. More information will be distributed at the on-site orientation.

**International Phone Calls:** International calls are best made using phone cards, though at least a £10 card is needed for calling the U.S. The direct dialing code to the U.S. is 001 + area code + number. You can call the U.S. collect through the operator by dialing 155 (the International Operator). Calls made between 8 a.m. and 1 p.m. are the most expensive, those made in the afternoon are slightly less expensive, and rates go down considerably after 8 p.m. An excellent time to phone California is 7 a.m. because the rates are still low and because at that time it is 11 p.m. (the previous day) in California.

**Calling the U.S. from Abroad:** Many U.S.-based long-distance phone companies, including AT&T, Sprint, and MCI, provide special services that make it easy to phone home from abroad. In addition, you can purchase a wide range of commercial phone cards in the U.K. in various denominations specifically for international calls.

## HOUSING & MEALS

### Housing Q & A

**Q: What kind of housing is available?**

**A:** You are required to live in a university residence hall for the three-week or six-week summer program. LSE offers a large selection of housing, with each building pictured and described in detail on the LSE website. Choose housing by noting the differences in location, number of students sharing bathrooms and kitchens, guest policies, and price. Note what bed linens and cleaning services are provided. Internet access is provided in all housing.

You are required to apply for your own housing and pay for it directly to LSE by their deadline. LSE will issue an ID number with their acceptance letter, for use in applying for housing. Applications are first-come, first-served. LSE states all housing is within “easy walking distance” of the campus but you can check the map on their website to see the exact locations. Be sure to indicate a preferred roommate if you have someone in mind. LSE will not give you the room number until you arrive and cannot share roommates’ names due to privacy laws.

If you want to arrive a day earlier than the UCEAP Official Start Date, be sure to request that earlier date on your housing application. Many students prefer to arrive a day early in order to get their bearings and relax a bit. The Official Start Date will be on a Sunday and that is a busy day. See the [Arrival & Orientation](#) section in this Guide.

**Q: What about meals?**

**A:** Housing is self-catering, which means you are expected to purchase and prepare your own food. UCEAP participants recommend learning to cook if necessary and bringing some dry, packaged foods with you (such as Ramen noodles) so you will have food immediately available. Self-catering is the most inexpensive and healthy way to eat, but it can present some challenges, especially if you are not accustomed to cooking. Living in the center of London gives you a wide choice of food shops, restaurants, and open-air markets.

**Q: How do I report complaints?**

**A:** It is important to report complaints immediately. All students need to contribute their fair share towards keeping the hall environment pleasant for everyone.

- Report dirty or broken items immediately upon moving in. Agree with your hall mates on basic rules for living together and keeping your shared rooms in good condition.
- Clean up after yourself; especially wash your own dishes after each use.
- Report any damage done by your hall mates immediately.
- Keep doors locked. Report any thefts.
- Window screens are not in common use abroad, so be prepared for some insects to enter if windows are kept open for a long period of time.
- Use the correct adapters for electric/electronic items to avoid tripped breakers or blown fuses.
- Report unacceptably loud nighttime noise.

## Withdrawal Policy

The application fee of £50 is not refundable at any time after you apply to LSE. If you intend to withdraw, you must e-mail your intent to withdraw to your Campus EAP Office and to [mbobro@eap.ucop.edu](mailto:mbobro@eap.ucop.edu). LSE has a sliding scale for program fee refund of 90% for withdrawals up to two weeks before the program starts to 0% for withdrawals 2 days after the program has started. LSE will also charge one week's housing fee for withdrawals up to one week before the program starts. LSE will not refund any part of the housing fee for withdrawals one week before the program starts or after the program has started. You must e-mail or fax your intent to withdraw directly to [accommodation@lse.ac.uk](mailto:accommodation@lse.ac.uk) in order to receive any potential housing fee refund. This notification to the LSE housing office is separate and in addition to any notification to your Campus EAP Office or to UCEAP. You are responsible both for reserving your housing, and cancelling it if needed.

## Accommodation for Students with Disabilities

Inform your host university of any needs so accommodation in services or housing can be made if at all possible. You must provide a letter from your UC campus Disabled Students Office requesting specific services. Accessible housing is available but needs to be reserved early. Professors will give extra time on exams if required. Note-takers are not available. You will need to borrow notes from your classmates or record the lectures (each professor's permission must be obtained to record his or her lectures).



## EXTRACURRICULAR ACTIVITIES

### Get Involved

Participating in extracurricular cultural and social activities while on UCEAP is an excellent way to meet people and integrate more fully into the community. Join clubs, sports, music/theater/arts groups; attend lectures and receptions held in academic and community circles, and get the most out of your time abroad.

It is sometimes difficult for UCEAP summer students to find and participate in activities, but it can be done. You do not live with, or attend class with, British students. You will receive information after arrival on options available, but you also need to make an effort to locate other options and participate in as many activities as possible. Interaction in the community is the only way to get to know British people, and UCEAP students who have joined clubs, played sports, attended religious services, and participated in local events have tremendously increased their enjoyment of the program

Visa regulations prohibit students from any kind of work, including volunteer work, unless the Tier 4 Student Visa is obtained before departure for the U.K. Summer programs will not issue the CAS number required to apply for this visa, so do not plan to work or do volunteer work while in the U.K.

### London School of Economics Facilities

You will have access to all LSE amenities including the library and sports facilities. The Students' Union offers an extremely large number of special events—their goal is to be the “best in the world.”

► In addition to the following section, read the **Health** chapter of the *UCEAP Guide to Study Abroad*.

## HEALTH

- Before departure, review the U.S. CDC **Travelers' Health** information website for specific health information for all your travel destinations.

### Medical Treatment

If you feel sick or have a medical emergency, seek medical attention and contact the Study Center immediately. If you need medical treatment, it can be confusing trying to find out how to access the services you need. Your best resource for this information and to help you navigate the health system is the UCEAP Study Center staff. Generally, you will need to see a GP (a General Practitioner) at a local office (or “surgery”). GPs are qualified doctors who can diagnose and treat a range of illnesses. They can also send patients to specialists who are trained to treat specific illnesses or conditions. Once you're registered with a GP in the UK, you can make appointments to see them at the surgery. If a GP thinks that you need medication, he/she will write a prescription, which you can have filled at a pharmacy (or “chemist”). The Study Center can recommend a clinic to visit, provide advice about the necessary UCEAP medical insurance claim process, and help if extended absences are expected.

You may choose where to obtain medical treatment as you have UCEAP medical insurance coverage. Usually the best option is to go first to the Student Health Service at your host university. If you need further treatment, the Student Health Service can make recommendations about private practitioners, clinics, hospitals, or other care providers. Wherever you go to receive care, you will be expected to pay up front or make arrangements with Europ Assistance, UC's travel assistance provider, to pay for medical services directly on your behalf or to arrange for a claim refund. You can call the UC dedicated phone line international collect at 1+(202) 828-5896 or e-mail [ops@europassistance-usa.com](mailto:ops@europassistance-usa.com). A visit (regardless of the nature of the illness) to a care provider's office may cost approximately \$115; a consultation with a nurse, approximately \$24; a consultation with a doctor, approximately \$45; to have a prescription written, not including the cost of the medicine, approximately \$22. So if you visit a care provider and are examined by a nurse who calls in the doctor for further consultation, and the doctor writes a prescription, the approximate cost may be \$206, not including the cost of any tests done or the cost of the medicine. Be prepared to be charged a fee for every type of service, including completion of forms.

### UCEAP Insurance Plan

Since you will be studying in the U.K. for a period of less than six months, you will not be covered by the National Health Service (NHS). You will be charged for any scheduled and medically-necessary treatment you receive but all medically-necessary treatment is covered by the **UCEAP Insurance Plan**. The UCEAP insurance has four general benefits: 1) Accident and Sickness, 2) Emergency assistance, evacuation and repatriation coverage, 3) Non-medical, including trip cancellation, personal property, emergency reunion benefit, etc., and 4) Security and Political Evacuation Services. A summary identifying all benefits and exclusions is provided in the online brochure.

## UCEAP STUDENTS SAY...

“You’ll probably get sick when you first get to the U.K. Almost all of us got horrible cough and cold-type symptoms; it lasted about two weeks.

”

## Medical Referrals

The Student Health Service may further refer you to a specialist, such as a psychiatrist. Although you might be able to make your own appointment directly with a specialist, this is not the usual procedure. If you are referred to a specialist, then your physician or specialist in the U.S. could consult directly with the specialist in the U.K., if possible. There may be a fee for this consultation if it is done by phone. If you plan to request a referral to a specialist, provide a letter from your U.S. health care provider to the Student Health Service. The letter will be needed for appropriate referral and further medication prescription. It should specify your diagnosis, treatment, and medication.

Ask the Study Center and the International Office at your host university for advice and assistance in choosing a care provider.

You can also call collect (no charge to you) the UCEAP travel assistance provider, Europ Assistance, in the United States. Assistance is available 24/7 and you may ask them for medical referrals and help facilitating payment directly to medical providers—particularly if you face a medical emergency. Contact information: call international collect 1+202-828-5896 or e-mail [ops@europassistance-usa.com](mailto:ops@europassistance-usa.com). Identify yourself as a UCEAP student.

## Psychological Health

If you are close to the London area, you can be referred to a consultant psychiatrist at Priory Hospital North London for individual or group consultation sessions with psychiatrists specializing in various areas of mental health. The Priory Hospital is part of the Priory Group, the leading provider of private psychiatric care in Europe.

The UCEAP Insurance Plan covers outpatient visits as any other illness up to \$500,000; there is no co-pay or deductible, and you can make an appointment with any doctor.

Call the UCEAP travel assistance provider, Europ Assistance, 24/7 collect to ask for medical referrals. See [Medical Referrals](#) for contact information.

## Students with Disabilities

U.K. law mandates access to buildings for persons with disabilities, and the government effectively enforces this requirement. The law requires that all public service providers (except in the transportation sector) make “reasonable adjustments” to ensure their services are available to persons with disabilities. Getting around in U.K. cities may be difficult at times, since many sidewalks are narrow and uneven. Although the London Underground and the U.K.’s National Rail System are very efficient methods for traveling throughout central London and the U.K., most stations are not readily accessible for people with mobility disabilities. Very few stations have elevators, and most have stairways and long corridors for changing trains or exiting to the street. Buses are equipped with lowering platforms for people with mobility, sight or hearing disabilities. Taxis are also a good means of transportation.

The [Transport for London](#) and [National Rail](#) websites provide information for passengers with disabilities. There are many other resources available on the internet for persons with disabilities traveling to or living in the U.K. Contact your Operations Specialist well in advance of departure.

► In addition to the following section, read the [Safety](#) chapter of the *UCEAP Guide to Study Abroad*.

## SAFETY

### Precautions

Cities in the U.K. are, by all relevant measures, relatively safer than comparable metropolitan areas in the U.S. Personal possession of guns is outlawed except for the strictly regulated use of shotguns for hunting and other weapons for competition sports. Policing units are unarmed, with the exception of a handful of specialized firearms support teams, counterterrorism specialists, and the Police Service of Northern Ireland (PSNI). In the U.K., violent criminal confrontations and the use of weapons are still relatively rare, although serious incidents do happen, often between members of rival criminal gangs. In general, the centers of cities, the parts that visitors and tourists are likely to frequent, can be considered safe. Most central-city parks present few risks in daylight hours. But larger open areas, the commons and heaths in and adjacent to major cities, should be treated with caution. In all cases, inquire into and accept the advice of local university officials, police, and others with experience in the communities.

Most crime in the U.K., as in Europe generally, is directed against property. Pick-pocketing, mugging, and snatch-and-run thefts remain common criminal incidents, especially in airports, restaurants, public transportation hubs, and crowded streets. Take precautions. When in public, keep valuables, especially your wallet, passport, and credit cards, in buttoned or zippered inside pockets, or in money belts or fastened bags. Never leave bags, backpacks, and cases unattended or in locked cars. Be particularly careful on crowded streets and other high-density areas, including entertainment areas, department stores, restaurants, underground pedestrian street-crossings, or on crowded public transportation.

Burglary is on the increase in the student residences. Keep your room door locked and store valuable items in locked drawers or closets, if available. If you take valuable items such as a laptop or an expensive camera, the UCEAP Insurance Plan provides personal property benefits (in addition to health coverage). Read the plan, make sure it is adequate, and consider purchasing additional coverage before departure from the U.S. See more detailed information about insurance for personal possessions in the [UCEAP Insurance Plan](#) brochure.

#### Tips on Staying Safe:

- Pay particular attention to your personal belongings in busy pubs. Thieves use snatch and grab techniques to steal laptops, purses, and other valuables.
- In restaurants, bars, and theaters, bags should not be placed on the floor or hung on a chair but should be kept in sight.
- Drink responsibly. Criminals are known to target vulnerable individuals whose judgment is impaired by intoxication.
- Always watch your beverage. Drugs can easily be mixed into drinks when unattended. These drugs can disorient you, dramatically impair your judgment, or cause you to lose consciousness. Once you lose sight of your drink, do not consume any more of it.

## Demonstrations

Public rallies and demonstrations, common in bigger cities, are usually peaceful and rarely end in violent confrontations. In case of bigger gatherings, there is a possibility of sporadic confrontations and violent escalation. Strikes occasionally occur in the transportation sector and could have an impact on commuters. Do not participate in demonstrations, and remain vigilant when in the vicinity of any demonstrations; if violence erupts seek shelter.

## Road & Public Transportation Safety

Public transportation in the U.K. is excellent and extensive. Information on disruptions to London transportation services can be found on the [Transport for London](#) website.

Practice pedestrian safety. Visitors can be injured when they forget that oncoming traffic approaches from the opposite direction than in the U.S. and look the wrong way when crossing a street in a U.K. city. There are helpful reminders painted on the sidewalk curbs, and pedestrians should look both directions while crossing streets, follow the pedestrian indicator lights, and always cross with caution.

Hitchhiking is not considered safe anywhere in the world.

The U.S. Department of State provides information about road safety in its country information bulletins. Refer to the [U.S. Department of State](#) website.

## Emergency Services Response

The police services, fire brigades, medical response, and other emergency services are excellent. Police services rank among the world's best.

## Fire Safety

The U.K. Regulatory Reform (Fire Safety) Act requires businesses and educational institutions to carry out a fire safety risk assessment and implement and maintain a fire management plan. Know all exits and have a fire escape plan. Read more in the [Fire Safety](#) section of the *UCEAP Guide to Study Abroad*.

## Emergency Contacts

### What Is an Emergency?

An emergency is a serious, unexpected, and often dangerous situation requiring immediate action. The following are considered emergencies:

- Any life/death situation
- A traumatic event requiring immediate assistance
- An arrest
- Civil unrest or natural disaster in the host country

### In an Emergency

Contact local emergency services first and then contact the following:

#### If you are in the U.S.

- During office hours (8 a.m.–5 p.m. Pacific Time): Contact your Operations Specialist at the UCEAP Systemwide Office
- After office hours: Call the 24-hour emergency phone number at (805) 893-4762

#### If you are abroad

Carry the local emergency contact information at all times:

- If you need immediate emergency assistance, call **999** for Police, Ambulance, or Fire Department
- If necessary, call the emergency number of the U.S. Embassy in London: **(011-44-207) 499-9000**.

#### U.S. Embassy in London

##### Physical Address (GPS & Google maps)

24 Grosvenor Square  
London, W1A 2LQ  
United Kingdom

##### Mailing Address

24 Grosvenor Square  
London, W1A 1AE  
United Kingdom

If you have a health, travel, or safety emergency and do not have access to local or UCEAP representative emergency information, contact the UCEAP travel assistance provider, Europ Assistance, available 24/7:

- **Call international collect:** 1+202-828-5896
- **Call within the U.S.:** 1+866-451-7606
- **E-mail:** [ops@europassistance-usa.com](mailto:ops@europassistance-usa.com)