ARRIVAL & ORIENTATION INFORMATION SHEET
EUROPEAN TRANSFORMATIONS SPRING PROGRAM 2014-15
Rome to Madrid

All participants are responsible for making their own arrangements to travel independently to Italy. Your program begins on a set date and at a specific place and time. If you fail to present yourself at the correct location on the Official UCEAP “start date” you are subject to dismissal from the Program.

| Official UCEAP Arrival & Start Date/Time: | Wednesday, March 25, 2015  
Check-in between 9:00am and 6:00pm  
(Your flight should arrive in Rome by 3:00pm) |
|------------------------------------------|-----------------------------------------------------------------|
| Location: | Residence Trastevere  
Via Ippolito Nievo, 12, 00153 Rome |

It can take several hours to clear customs upon arrival in Rome; therefore, your flight should arrive by 3:00pm to get checked in before 6:00pm.

You are responsible for your own transportation from the airport to the check-in location.  
*You must have all your residence permit documents ready when you check in. (Carry them with you.)

If your flight is delayed or canceled, please contact us immediately with your new flight information – airline and flight number and arrival time into Rome. (See contact information below.)

You should have approximately €350 with you on departure from the U.S. to pay for necessary transportation and incidentals during the first few days.

If you arrive before the check-in day
You may not check into your housing until the official program start date, Wednesday, March 25. If you arrive before this date, you will be responsible for finding your own housing until March 25.

On the following pages we list several options for getting to the check-in location.

We highly recommend taking a taxi from the airport to Residence Trastevere!  
It may be more expensive, but it is well worth it after a long flight to a foreign country.

*Print this Taxi Rate Sheet and carry it with you. It is in Italian and English, and includes details about rates, extra charges and specials. It is a good resource for your arrival and to keep for future reference.

Carry this information sheet with you when traveling to Rome!
Directions from Fiumicino Leonardo da Vinci Airport to Residence Trastevere:

By Taxi--
Outside the arrival terminal, you will find a taxi stand indicated by an orange sign that says ‘TAXI’. When taking a taxi, be sure that it is a white taxi from Rome County (A red shield with “Comune di Roma” on the side door should indicate this). Regular taxi rates apply: €3.00 flat plus €1.20 per kilometer and €1 for the second and each additional bag per person. This rate is valid from 7am-10pm. Additional fees will be applied at night. A ride from Fiumicino Leonardo da Vinci Airport to Residence Trastevere will cost between €50 and €60 depending on traffic.

Directions from Fiumicino Leonardo da Vinci Airport to Termini Train Station:

By Train--
From Fiumicino airport, look for and follow the signs that say “F.S.” or “Treni” with a picture of a train next to it. Trains leave every half hour from the airport to Termini station. Before you board the train, you will need to buy and validate your ticket. Tickets cost approximately €14 and can be purchased at the Tabacchi (Tobacco shop/newsstand) or at the Biglietteria (ticket office) located just before the train tracks. You must validate your ticket at the yellow box also located just before the train tracks. Make sure you board the train that goes to Termini station and get off at the last stop (Termini). From Termini Station take a taxi to Residence Trastevere (between €15–18).

Directions from Ciampino Airport:
Outside the Arrival Terminal you will find a taxi stand. When taking a taxi, be sure that it is a white taxi from Rome County (A red shield with “Comune di Roma” on the side door should indicate this). The taxi fee will be charged on the meter and will cost between €35 and €45 depending on traffic.

If delayed while traveling to Italy:
1. Students who are delayed or who have missed a flight, and are still in the United States:
   Contact ACCENT, Monday–Friday, PST, 8am-5pm, at 1-800-869-9291

2. Students who are delayed or who have missed a flight, and are overseas:
   Contact Frances Armstrong
   ACCENT/UC Rome Study Center
   Piazza dell’Orologio, 7
   00186 Rome, Italy
   E-mail: rome@accentintl.com
   Office Phone: (011 39) 06 9799 8673 (if dialing from Italy, do NOT dial “011” or “39”)

   **ACCENT Emergency Telephone Number:** (011 39) 333 823 5867
   (Please remember the 9 hour time difference from California)

   The UCEAP 24-hour emergency contact number is 805-893-4762.

*If your flight is delayed or canceled, please provide us with the airline and flight number that is arriving into Rome, so that we know when to expect you.
You may have 2 or 3 connecting flights, but we really need the information for the last one into Rome! It is extremely important that we have this information.

If you arrive after the check-in time (9am-6pm on March 25)
If your flight is delayed past the check-in time, you will be responsible for securing your own housing for the night of Wednesday, March 25. You must check-in the following morning promptly at 9:00am at the ACCENT/ UC Rome Study Center (Piazza dell’Orologio, 7). You will then be responsible for your own transportation to the Residence Trastevere.
*Late check-ins must be done at the Study Center.*
Print this list of **Hotels** and take it with you in case you are delayed and need a hotel in Rome.

**Rome Orientation Information**

**The Mandatory Orientation begins on Thursday, March 26, 2015.**
*ALL students are required to attend this orientation!*

Short walking tours will be provided to orient students to the ACCENT/UC facilities and area around the Study Center in central Rome.
A group welcome dinner is held during the first full week of the program.

---

**U.S. Department of State – Smart Traveler Enrollment Program**

UCEAP highly recommends that all students register with the U.S. Department of State.

The Smart Traveler Enrollment Program (STEP) is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country.

STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency.

STEP also allows Americans residing abroad to get routine information from the nearest U.S. embassy or consulate.

Register online at [https://travelregistration.state.gov/ibs/ui/](https://travelregistration.state.gov/ibs/ui/)
(You will need your passport information at time of registration.)

---

**IMPORTANT!!**
As soon as you have your address abroad, enter it, along with all your contact information while abroad into MyEAP.
There is a Contact Information tab on the left side in MyEAP. Go to **Address Abroad While Participating in EAP** to enter your information.
This is for emergency purposes only. If something happens either abroad or here at home, we need to be able to reach you quickly!

---

*Updated March 17, 2015*