United Kingdom

EAP Arrival and Orientation Information

SPRING 2015
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**Introduction**

All students attending universities in England **must** attend an England EAP orientation in London.

Full participation in the EAP orientation is required for all UCEAP students as it is an integral part of the student contract.

Failure to attend the whole EAP orientation could result in dismissal from the program.

**IMPORTANT**

Please note that you **cannot** arrive into the United Kingdom via the Republic of Ireland, the Channel Islands, and the Isle of Man as these areas comprise the Common Travel Area. Customs in these areas will not be able to validate your student visa, and you would therefore illegally enter the United Kingdom without student status. Make sure your travel arrangements take these matters into account.

**EAP Orientation Dates & Venues**

EAP orientations in England will take place in London before you head to your host university. The table below shows all EAP orientation locations and details of arrival times.

Please go directly to your accommodation, NOT the Study Centre.

<table>
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<tr>
<th>Your UK Host University</th>
<th>Check in at orientation accommodation:</th>
<th>EAP Orientation accommodation venue</th>
<th>EAP Orientation starts at:</th>
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<tr>
<td><strong>King’s College</strong></td>
<td>Friday 2nd January 2015</td>
<td>Harlingford Hotel</td>
<td>Friday, 2 January 3.00pm Harlingford Hotel, Ground Floor Lounge</td>
<td>Saturday 3 January 4.00pm</td>
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<td><strong>East Anglia, Queen Mary &amp; University College London</strong></td>
<td>Monday 5th January 2015 3.00pm</td>
<td>Harlingford Hotel</td>
<td>Monday, 5 January 3.00pm Harlingford Hotel, Ground Floor Lounge</td>
<td>Wednesday 7th January before 11.30am</td>
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<td><strong>Bristol &amp; Leeds</strong></td>
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<td>Harlingford Hotel</td>
<td>Monday 19th January 3.00pm Harlingford Hotel, Ground Floor Lounge</td>
<td>Wednesday 21st January before 11.30am</td>
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Orientations in London for all EAP England Students

1) Orientation accommodation information
2) Directions
3) Orientation program
4) Departure to your UK Host University

1) Orientation accommodation information

If you have any questions about your accommodation during EAP orientation in London, please contact Holly Butwright.

You will be accommodated at the Harlingford Hotel for the duration of the EAP orientation in the centre of London, in Bloomsbury area where the London Study Centre is located. The main landmark in Bloomsbury is the British Museum, and the study centre is around the corner from there.

- Check-in time at Harlingford Hotel is at 2pm.
- Early Arrivals: There is locker room to store luggage until 2pm – when you can then complete check-in
- EAP orientation will begin at 3pm. Monika Kraska and Holly Butwright from the London Study Centre will meet you in the Lounge on ground floor.

EAP has booked and paid for two nights, bed and breakfast accommodation for you at the Harlingford Hotel. There is NO elevator in the building, so we recommend that you pack all you need for your orientation in a separate bag that you can take with you to your room and leave the main luggage downstairs. There is free WiFi throughout the hotel; just ask at reception for the access codes. Breakfast is served from 7-9am Monday through Friday, and 7-9.30am Saturday and Sunday.

Harlingford Hotel address:
6-13 Cartwright Gardens, London, WC1H 9EL
Tel: +44 (0)20 7387 1551
Fax: +44 (0)20 7387 4616
www.harlingfordhotel.com

The closest Tube station is Russell Square or King’s Cross/St. Pancras (on Piccadilly line from Heathrow airport).

2) Directions to your EAP orientation accommodation

If you require travel instructions from another destination that is not mentioned below, please contact Holly Butwright.

From London Heathrow Airport

By London Underground:
London is serviced by a very well developed network of public transportation, including London Underground, also called the “Tube.”
Taking the Tube from Heathrow is easy and economical but you must be prepared to carry your luggage up and down a few stairs at Russell Square. (there are elevators at King’s Cross – please look at the map of the station).

- Follow signs to the Underground at Heathrow,
- Buy a single ticket to Zone 1 for £5.70 – do not buy an Oyster card, you will be given one at orientation
- Take Piccadilly Line to your station: Russell Square or King’s Cross for Harlingford Hotel. The journey takes 45min to an hour

The “Travel for London” website includes links to the various individual travel companies, e.g. London Underground, Heathrow Express, etc. You can access this site by going to: www.tfl.gov.uk to get more details about your journey options. It is advisable to check whether there are any planned engineering works, line suspensions or station closures on the date of your arrival.

You can also find a copy of the London Underground map to plan your journey through the following link: http://www.tfl.gov.uk/cdn/static/cms/documents/standard-tube-map.pdf or use the Journey Planner on the TFL website.

Detailed walking instructions on how to get from different stations to your accommodation are listed below. There is also a map attached to this document that should help you locate your hotel and the London Study Centre, both of which are in the Bloomsbury area, central London.

**By Shuttle Services:**
Companies such as Hotel By Bus and Heathrow Shuttle Limited provide pre-reserved semi-private (shared with a few other passengers) car service directly to any hotel in London. The cost will be a flat rate of £20-£25 depending on the specific hotel, which includes one large bag and one piece of hang luggage. It costs £5 more per each extra bag. You must pre-book online at:

- www.hotelbybusheathrow.com/
- www.heathrowshuttle.com/

**By Taxi:**
Alternatively, you can take a taxi from Heathrow if you do not want to brave public transport while jet-lagged. A Black cab will cost around £60-80. However, pre-booked Minicabs usually operate on a flat-rate of around £35-50 for up to 4 people.

Book online at:
- www.londonairportcarservice.co.uk/
- www.adlg.co.uk/index.html
- www.airportsrunner.com

**Walking Instructions to Harlingford Hotel (See attached map: approximately 10-15 minute walk)**

From Russell Square Station on Piccadilly line from Heathrow (approximately 10 minute walk with luggage) – the closest Tube station

- Come out onto Bernard St. and make a right along the road.
- Cross the street at the crosswalk (called a zebra crossing) and turn left onto Marchmont St. just after you see the Tesco Express on the corner.
- Keep walking straight down Marchmont St on the left-hand side, passing by the Brunswick Shopping Centre on the right, until it turns into Cartwright Gardens after you cross Tavistock Place.
• When you come to a semi-circle shaped road with a garden area in the middle, turn left onto it.
• Harlingford Hotel will be first building on your left.

From King’s Cross Tube Station (Piccadilly Line from Heathrow) (approximately 15 minute walk with luggage). This is a step-free station – there are elevators to take you from the platform to the street level:
• Come out of the exit leading to Euston Rd South side/ St Pancras Library, and you’ll see a Burger King on Euston Rd.
• Stay on that side of the road and walk down towards O’Neils (Pub) at the corner of Judd St. On the other side of the road, you’ll see St Pancras Chambers (a red-brick gothic building) and the British Library next to it.
• Walk past Starbucks and turn left at Pret a Manger (sandwich shop chain) onto Mabledon Street. There’ll be a row of University of London Residence Halls on the left of the Cartwright Gardens. Walk past Hughes Parry Hall and once you reach Commonwealth Hall, the Harlingford Hotel is the first hotel in the arch of the road, opposite Commonwealth Hall.

3) EAP Orientation program in London

An orientation program includes:
• Mandatory information sessions on Life in the UK and Academics in the UK
• Cultural and educational activities in London
• Some free time in the centre
• Two dinners together

A detailed itinerary will be available upon arrival. You should expect to be busy with orientation activities on the dates specified. During orientation, there will be some free time when you can purchase your mobile (cell) phone.

As part of your orientation packet, you will receive an orientation folder with important information, a goodie bag, an Oyster card for travel in London (a ticket).

All orientation activities are pre-arranged and pre-paid for by the London Study Centre. You will only need money to cover the journey from the airport to your accommodation and lunch during day 2 of orientation.

If your flight gets delayed and you may arrive late, you must contact Monika Kraska or +44 (0)7503507985.

4) Departure to your UK Host University

After orientation, you will depart for your Host University. Your travel will be pre-arranged and pre-paid for by the London Study Centre. You will either travel by train and taxis or by a private coach (bus) together with other EAP students going to your Host University.
Arriving Early? Ideas for London

Arriving early is advisable but not required. However, if you do arrive early, you must book your accommodation yourself.

If you wish to add extra nights in advance of the group booking, please contact your orientation accommodation directly.

A hotel room or bed & breakfast accommodation in London would cost £50-100 per night. Alternatively, you may want to stay in cheaper accommodation at a hostel. These are usually dorm room beds that range from around £16 - £25 per night and may or may not include breakfast.

Ideas for Sightseeing

We recommend that you rest and get ready for orientation. However, if you really want to go and explore, feel free too. Most museums in the UK do not charge admission fee, so it’s worthwhile checking some of the great collections at the British Museum, or the National Gallery. Other recommended attractions include the London Eye, Westminster Abbey, or Buckingham Palace. A stroll on the South Bank is one of Londoners’ favorite pastimes.

Luggage, Mobile Phones, Money and Jet Lag

Useful Tips from Previous Participants

LUGGAGE

Travel light!

Students routinely say how they wish they had brought HALF of what they actually did for their time in the UK. Every year many students seem surprised at how far and how many times they have to move and carry their suitcases.

- When you arrive in London, you will have to manage your luggage, there will be walking and on the underground there are often no elevators and in some parts no escalators. This will also be true of your university halls. Pavements are uneven and small so consider travelling lightly!
- Think carefully about what you need, bargains can be found here and students often buy more clothes here than they planned!
- You can buy bed linen, duvets, blankets, kitchen equipment once you arrive cheaply in places such as Primark or through a university scheme.
- If you do want to bring lots of luggage – consider having things shipped directly to your university.

MOBILE PHONES

Cell phones are called mobiles in the UK. Most students will buy a cheap handset (no more than £30) with a British SIM card as it is cheaper and also if an emergency occurs (when Wi-Fi and data will go down) we will be able to contact you easily.

A Pay-As-You-Go is the most common plan for study abroad students that offer flexibility and good rates. You can get free texts, free minutes or free data, or the combination of the three. The biggest and reliable networks in the UK (and for Europe) are Vodafone and O2.
The other option is to unlock your US phone. Some newer models (for example the iPhone 6) are now automatically unlocked. This means you can purchase a British SIM card (normally £10) and use your current phone. You will need to ring your US cell company before arrival to unlock it and whether this can be approved. Sometimes unlocking your phone can void the warranty.

We know that people use apps on their phone now and use data to communicate – however free Wi-Fi in public places is rare in the UK and not all UK campuses will have Wi-Fi throughout. Data connection can also be slow in certain areas (4G is not nationwide)– so it is worth considering buying a phone for your time here.

There will be time to purchase a phone during orientation.

MONEY

Please make sure your US bank knows that you will be abroad for a while! You don’t want to try your card while here only to have the purchase rejected because your bank thinks someone outside the country has stolen your account details!

We recommend opening a bank account in the UK, to avoid paying fees constantly. You will need a letter from your host university, proof of new UK address and your passport. Therefore, you need to make sure you have enough money available to get you going until you can open a bank account, which can take up to a few weeks (depending on the bank). Most campuses have banks on campus making this process a little easier.

For London orientations, as mentioned earlier, we recommend you have enough money for your transportation from the airport to your orientation accommodation, and for your lunch on the second day of orientation (you can get a good lunch for under £10).

JET LAG

You will start orientation activities on the day you arrive. This means you will need to be awake in the evenings! Here are some tips to tackle jet-lag.

Before the flight:
- Try to get plenty of rest and hydrate.
- It can sometimes help people to start adjusting to their new time zone a few days before travelling. Setting your watch ahead and shifting your meals can train your brain into the new time you will be in.

While on the flight:
- Stay away from coffee and alcohol!
- It’s best while flying internationally to drink water, as hydration is key to fighting jet lag.
- Make yourself comfortable, even if that means you bring a pair of pajamas to wear for the flight.
- Depending on the time of your flight, you might want to forgo the dinner they serve, as it will probably be in the middle of night in the UK. It’s okay to snack, but try to wait until breakfast is served.
- Try to sleep on the plane! Even if you only get a few hours, this will help you upon your arrival in the UK. It is a long journey and upon arrival you will be expected to stay alert and focus to participate in the EAP orientation.
Contact Details for London and Edinburgh Study Centres

UCEAP London Study Centre
Winston House
3 Bedford Square
London, WC1B 3RA
Tel: +44 (0)20 7079 0563

www.uceapuk.org

UK Emergency Mobile number (available only in the UK): 0800 434 6557
24-Hour Emergency Hotline in California: +1 805 893 4762

Senior Programme Officer: Ms Monika Kraska
mkaska@sc.eap.ucop.edu
Skype: monikauceap
+44 (0)20 7079 0562

Programme Officer: Ms Holly Butwright
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+44 (0)20 7079 0563

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25 Buccleuch Place | Edinburgh | EH8 9LN
Tel : +44 (0) 131 662 8988

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