Study Abroad

LORENZO DE’ MEDICI, ITALY
2020

Program Guide
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Congratulations on being accepted to the University of Wisconsin-Eau Claire (UWEC) study abroad program with the Lorenzo de’ Medici Institute (LdM) in Italy. Living and studying in a new culture is both an exciting and a challenging experience. Past participants of study abroad report that the many advantages of international study include:

- Gaining new perspectives on a chosen academic field
- Increasing understanding of different cultures
- Enhancing personal development
- Developing different perspectives on U.S. culture
- Gaining self-confidence and independence
- Learning skills for the future international job market

It is up to you to determine how you can best benefit from these possible advantages. This is your adventure!

Use this program-specific guide with the more general resources in your BlugoldsAbroad account. While this guide contains the information available at the time of publication, it is impossible for any single resource to answer all of your questions. Your peer advisor will email information throughout the semester, and we encourage you to do your own research, also, using the web resources listed towards the end of this guide, as well as others that you find. Contact the Center for International Education (CIE) staff or your peer advisor with your specific questions.

Questions only you can answer include:
1) What are YOUR goals for this experience? Advancement in a future profession, desire to expand personal and academic horizons, need for a change, and wish to challenge yourself in a new environment?

2) How can you best prepare to meet your goals within the context of this program? For example, if one of your goals is truly being immersed in Italian culture, yet you are going with a group of UW-Eau Claire students to a program for international students, how can you seek out opportunities to interact with Italians?

The information in this guide was current at the time of publication, though changes may occur at any time.
ACADEMICS

Additional information on topics such as maintaining program eligibility, registration at UW-Eau Claire, class attendance, course equivalencies, grades, transcripts and service learning is in the Academics section of your Study Abroad Handbook.

Pre-departure Planning
Please see the UWEC Italy Academics page for details on how to plan your courses at LdM.

Credits and Course Load
One LdM credit = one UWEC credit. Most LdM classes are three credits, although some STEM lab courses and Italian language classes are four.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Winterim</td>
<td>You must enroll in one course.</td>
</tr>
<tr>
<td>Semester</td>
<td>You must enroll in a minimum of 12 credits and can take a maximum of 15.</td>
</tr>
<tr>
<td>Summer</td>
<td>You may take one or two courses. In past summers, ~ half of UWEC students have taken six credits. If you plan to use UW-Eau Claire summer financial aid, you must enroll in six credits over the course of the summer.</td>
</tr>
</tbody>
</table>

Keep in mind:
- The credits you earn abroad are considered UW-Eau Claire resident credits.
- The classes you take abroad will count towards the total credits needed for graduation.
- Dropping below full-time status may result in loss of financial aid and/or insurance coverage and must be approved in advance by the CIE and LdM.

Registration at LdM
You indicated your course choices and alternates on your LdM application, which is used to register you for classes at LdM.

Important: LdM reserves the right to cancel any classes that do not have sufficient enrollment, and this notification may take place only a few weeks prior to the beginning of the term. If this happens, you will automatically be enrolled in your alternate course.

Dropping/Adding Courses
Once course selections are submitted, you can request only one course or section change. There must be an academic rationale for the change, and it will depend on course availability. Changes to your course schedule can be made only during the FIRST WEEK of classes and before Final Registration.

Reporting Your Registration
As soon as you confirm your final registration at LdM, log in to your UW-Eau Claire online study abroad account and complete the Course Descriptions questionnaire. You will find it at https://studyabroad.apps.uwec.edu/index.cfm?F useAction=Abroad.Home. Choose LOGIN from the top toolbar and login with your UWEC username and password.

If a course you are taking is not already in the UW-Eau Claire Transfer Wizard, you will need to provide the following information:
- course title
- course number
- course description
- number of credits
- name of the department you would like credit in
Once equivalencies have been established by all department chairs involved, the courses will be posted to the Transfer Credit Wizard, and you will be able to see them there.

**Equivalency timeline:** The process of determining an equivalency can take four to six weeks.

### Class Schedule

**Semester & Summer:** Classes typically meet Monday-Thursday, but some Fridays are used for required make-up classes to replace time lost to holidays. See the LdM Academic Calendar for details.

**Winterim:** Classes meet Monday-Friday during Winterim.

### Class Attendance

Attendance is a primary requirement at LdM and **missing even a few classes will lower your grades significantly.** Please see the complete attendance policy in the Academic Policies section of the LdM Academic Catalog or in the Learning Content section of your BlugoldsAbroad account.

### Grades

The following grading system applies to all LdM courses and these grades are posted to your UWEC transcript:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93-100%</td>
</tr>
<tr>
<td>A-</td>
<td>90-92%</td>
</tr>
<tr>
<td>B+</td>
<td>87-89%</td>
</tr>
<tr>
<td>B</td>
<td>83-86%</td>
</tr>
<tr>
<td>B-</td>
<td>80-82%</td>
</tr>
<tr>
<td>C+</td>
<td>77-79%</td>
</tr>
<tr>
<td>C</td>
<td>73-76%</td>
</tr>
<tr>
<td>C-</td>
<td>70-72%</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>59% and below</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
</tr>
<tr>
<td>W/F</td>
<td>Late Withdrawal</td>
</tr>
</tbody>
</table>

Regardless of the percent grade earned, the class attendance policy applies.

**Note:** UWEC students abroad are not allowed to take classes pass/fail. Grades from LdM are figured into your UWEC GPA and posted to your UWEC transcript. No exceptions will be made.

### LdM & UWEC Transcripts (Grade Report)

Please see the Academics section of the Study Abroad Handbook for important information if you are graduating, transferring or applying for a competitive major such as Nursing or Education at the end of your term abroad.

An LdM transcript is sent to UWEC, within five weeks after the end of the semester. Because LdM grades will arrive later than the end of the UWEC semester, your MyBlugold CampS account will initially indicate “NR” (not reported). This will be changed once the transcript arrives.

### Internships

During **semester programs only,** the LdM Florence & Rome campuses offer credit-bearing internships in limited areas such as business, communications, and graphic design. Offerings vary each semester; specific internships are publicized approximately three months in advance of the term. Internship placements in Florence are quite competitive, while in recent semesters, Rome has had more internships than applicants in certain areas.

In three-credit internships (minimum of 135 contact hours), you are expected to work 10-12 hours/week. A limited number of six-credit internships (minimum of 260 contact hours) are available. These internships require 20 hours of
work per week. In either case, you must maintain at least 15 total academic credits.

Because the work must be scheduled around your class schedule and at times convenient for the business, hours are often scheduled on Fridays, and interns may be required to work some Saturdays, also, depending on the needs of the company.

Interns are expected to treat their internship as they would any professional employment opportunity and need to be on time and at work as scheduled. Therefore, if you are considering applying for an internship, weigh the academic and career benefits of an international internship against the reduced flexibility you will have for weekend travel.

Each internship has specific pre-requisites, which may include certain majors and/or pre-requisite courses. You apply for internships separately from regular course enrollment. The process requires a resume, an application essay, two reference letters, and if relevant, a portfolio. Internship placements in Florence are competitive. You must have an alternate course selection listed on your course registration form. You will typically be notified with your course registration confirmation if you have been placed in an internship. If you have been, your final step is an on-site interview after arrival. LdM reports that it is very rare for a student who has been placed in an internship to not be allowed to continue after the interview.

If you are placed in an internship, please keep in mind that you are there to learn, not to lead the company. LdM has lost some internship sites because the intern thought that the ability to speak English gave them license to tell their supervisors how to do their jobs.

**Language Immersion Requirement**

If you are a Spanish or LAS/German teaching/French teaching major or minor and need to have the fulfillment of your language immersion requirement noted on your degree audit, this program fulfills the requirement.

**LdM Academic System**

Although your classes will be taught in English, you are often taking courses from Italian professors and are still learning within the Italian academic system. The teaching methodology differs from the U.S. PowerPoint is not common, and in larger classes in Florence (20-25 students), the professor may lecture for most of the class period, so good notetaking is essential. (In Rome and Tuscania, classes rarely have more than 10 students in them.)

Lots of reading is expected, and not all of it will be specifically assigned. You may get a suggested reading list of 8-10 books from your professor. You are not expected to read all of them, but you are expected to read some, which, along with the class lectures and required readings, will inform the exams and papers you will write.

Small homework assignments and short quizzes are uncommon. In most classes, your grade will be based on the mid-term, the final, and a major paper, as well as on attendance and class participation, as noted earlier. Both the mid-term and the final exam are generally in essay format and are comprehensive. Because there is little of the “checking up” you are used to in the U.S. system, you may find it easy to get behind in the assigned readings or put off the other suggested readings to the last minute. Don’t do it! If you keep up with your
work on a weekly basis, you will be much less stressed when it comes to mid-terms and finals.

**Academic Assistance**
In Florence, UWEC students share an Academic Advisor who goes through orientation with them and is available for both academic and cultural questions throughout the term. Past students report that this person is very helpful and recommend keeping in touch with any questions you may have.

Because the student groups in Rome and Tuscania are small, there is one student adviser for the entire group. That person is readily available to assist with any questions.

**Italian Language Classes**
Per the LdM/UWEC agreement, all UWEC semester students are required to take an Italian language class at an appropriate level. LdM Italian classes are taught with an immersion methodology, meaning that only Italian is spoken in the classroom. This is a well-known language teaching method and is logical at LdM because there may be many first languages represented in any given Italian classroom. Using one specific language, such as English, as a reference point, would disadvantage some students. However, it will require an adjustment if you have previously studied a language using English as a reference point.

LdM offers one free tutoring session/week for Italian classes. Past students strongly recommend taking advantage of this opportunity. Other suggestions from past students include:

- **Form small study groups** with a few classmates. Some people understand some concepts, and others understand others, so regularly getting together to practice and review is helpful.
- **Use Italian as much as possible outside of class.** Even though it is easy to speak English in Florence, people really appreciate it when you try to speak Italian and often explain things to you/correct you if you say something incorrectly, helping you learn.
- **Arrange for additional tutoring**, either through LdM or with another student in a more advanced Italian level.
- **Use an on-line language resource** to supplement your classwork.

Students studying in Tuscania have reported fewer difficulties with the Italian courses, and larger language gains, even if they had not studied any Italian prior to arriving. They attributed this to the fact that they regularly used their Italian outside of the classroom.

**MONEY MATTERS**
*UWEC information about making payments, when they are due, withdrawal and refund deadlines, financial aid, general scholarships, budgeting and ways to bring money abroad is in the Money Matters section of your Study Abroad Handbook.*

**Cost Estimate**
You can find the most current Cost Estimate for your program, in easily printable format, on the **UWEC Italy program page**. Be sure you are looking at the correct term. The cost estimate includes what you pay to UWEC, what you pay to LdM, and what you pay directly to other vendors.
Housing Costs
If you request a single room, you will pay the additional to directly to LdM with your housing deposit.

LdM Cancellation & Refund Policy
In addition to the general UW-Eau Claire cancellation/refund policy stated in the online Study Abroad Handbook, the following applies to LdM:

Tuition: For a cancellation
- 45-31 days prior to the beginning of the term, you will be liable for $500 of the tuition
- Within 30 days of the start of the term, you will be liable for 50% of the tuition. After the start of the program, no tuition refunds are available.

Housing: For a cancellation
- 45 days or MORE prior to the check-in date, the housing deposit (US$300) will be refunded.
- 44-31 days preceding the check-in date, you will lose the housing deposit (US$300).
- 30-11 days preceding the check-in date, you are liable for the housing deposit (US $300) plus $1200 in rent.
- 10-0 days preceding the check-in date, you will lose the housing deposit (US $300) AND are liable for the full term’s rent.

You will be fully liable for the total housing cost and housing deposit if LdM does not receive official notice of cancellation before check-in date.

Please note that you are responsible for paying the charges listed above, even if you withdraw from the program before you have paid this amount to UW-Eau Claire.

Currency Exchange
The currency of Italy is the Euro. One Euro has 100 cents. There are 8 Euro coins, ranging in amount from 1 cent to 2 Euros. Coins have different designs in the various countries that use the Euro. Bills range from €5 to €500 and have a standard design across countries.

You can find current exchange rates at http://www.oanda.com/currency/convertor/.

Money on Arrival
You will need cash (Euros) for a taxi on arrival, as well as other small purchases you may need to make before orientation at LdM. LdM recommends that you arrive with €100-€200.

Cost of Living
For an idea of what everyday costs you may encounter, check out this website: https://www.numbeo.com/cost-of-living/country_result.jsp?country=Italy

Health & Safety
General information on these issues, as well as information on CISI insurance, is included in the Health & Insurance and Safety Abroad sections of your Study Abroad Handbook.

Centers for Disease Control
The Centers for Disease Control (CDC) has vaccination suggestions, how to stay healthy when abroad, and health information specific to Italy. Review the CDC site for Italy.

Due to an increasing measles and mumps cases in Europe, we strongly encourage all
students to check their vaccine history to see if they have had the MMR vaccine.

**Healthcare**

**Medical Services:** There are English-speaking medical services available in Florence, close to the main LdM campus building. No appointment is necessary during regular office hours, which you will receive during orientation in Florence.

In Rome and Tuscania, the LdM staff will help you access medical care as necessary.

**Counseling Resources:** The Florence campus has two English-speaking psychologists on staff who provide counseling services at no cost to LdM students. You will receive their contact information and office hours upon arrival in Florence.

For mental health assistance in Rome or Tuscania, the on-site staff will assist you in identifying appropriate providers as necessary.

**Medical Supplies/Medications:** You can find basic medical supplies or medications in local pharmacies. They are plentiful and are identified by a green cross (universal symbol in all of Europe). They even sell personal hygiene items that you might not expect, like toothbrushes.

**CISI Insurance in Italy**

Your CIS insurance will be directly accepted at the English-speaking medical office near the Florence campus. If you use other medical services in Florence, or for any medical services in Rome or Tuscania, you must pay the price of the medical service up front. You will then file a claim through CISI, the insurance provided through the UW System for partial or full reimbursement in accordance with plan coverages.

**Services for Students with Disabilities**

The following academic accommodations are available upon official verification of a learning disability:

- administration of exams in separate classrooms
- extra time for completion of exams
- Italian language tutoring

In order to be finally approved for the accommodations LdM can provide, there are two steps:

1) Send your SSD VISA in advance, either through the CIE or directly to LdM (contact the CIE Italy study abroad coordinator for the correct address.)

2) Upon arrival at LdM, request an individual appointment with the LdM Dean of Students. You will receive information at LdM orientation as to how to set up the appointment and are encouraged to do so during the first few days in Italy. It is your responsibility to set up this meeting; it is not scheduled until the student requests it. The meeting typically lasts 15-20 minutes and is an opportunity to discuss anticipated learning challenges, your UWEC accommodations, and how to access services at LdM.

Once approved for LdM accommodations, you can decide whether or not you wish to use them. However, you cannot use them until you have met with the LdM Dean of Students and received final approval.

Information on other accommodations that students have requested previously is below.
**Testing Breaks:** While not an official accommodation, if a test is three or more hours, LdM test proctors will often permit students approved for extended testing time accommodations to access the bathroom once or twice for a brief amount of time.

**Recording Classes:** Due to European privacy laws, recording course lessons is a delicate matter. LdM does not provide Live Scribe or other types of smart pens, but if a student brings their own recording device AND receives permission from the course instructor to record course lessons, LdM will permit the use of the technology, so long as it does not create a distraction or disturbance to the instructional or learning environment. **Students should assume that they will NOT be able to use a recording device during classes and should instead come prepared to implement a note-taking strategy** such as those mentioned below to supplement course comprehension gaps.

**Note-takers:** LdM does not arrange for note-takers. Past students have used several strategies: (a) some faculty provide English-language lecture materials for students electronically following a course lesson (this depends on the instructor and course and is not something that LdM can intentionally "match" a student to, as the instruction methods may vary by instructor/term/course); (b) speaking to a classmate to borrow notes to either photocopy/transcribe/or take a photo for a copy for the student's own records; (c) participating in a self-created study group.

**Attendance Flexibility:** Due to the strict attendance policy, LdM does not provide an "attendance flexibility" accommodation. Depending on provided medical documentation and a meeting with the Dean of Student (see below), some leniency may be offered should student maintain active and timely written notification of challenges with his or her on-site advisor. Such institutional consideration does not provide exempt a student from the Institute's attendance policy appeal process, but rather may provide relaxed documentation standards concerning absence documentation requirements. Like the entire accommodation process, this documentation accommodation is tailored to the individual student's need on a case-by-case basis.

It is also important to look at the level of accessibility in Italy in general. To find more information on this topic, please see the Local Laws and Special Circumstance section of U.S. State Department Country Information page.

**Safety in Italy**

Important information on crime, specific safety issues, road safety, drug penalties, and terrorist activity in Italy is included in the Safety & Security section of U.S. State Department Country Information page. Note that earthquakes are common, and Italy has several active volcanoes.

**Pick-Pocketing:** Pick-pocketing is common on public transportation and at popular tourist sites throughout Italy. To reduce the risk, do not have your phone or other valuables out in public spaces. An iPhone is a target for pickpocketers. If you carry a purse, make sure it is across the body and has zippers. Keep your wallet in a front pocket, not a back pocket. Only carry small amounts of cash on you to minimize loss. Using a money belt under your clothing is another way to prevent valuables from being stolen.
Specific safety in and around your host city will be discussed during orientation in Eau Claire and at the on-site orientation in Florence, Rome or Tuscania.

**Emergency Contacts**
General emergency procedures are described in the Safety Abroad section of the Study Abroad Handbook. All LdM students are registered with the local police and receive a 24-hour emergency number for LdM staff. (Note that this number should only be used in true emergencies.

You will receive an emergency contact card at Orientation 2; be sure to keep it in your wallet. The information is also on the Contact Names & Addresses page of this guide.

**911 Equivalent in Italy**
If you are in an emergency situation in Italy, you will need to know how to reach the local police, fire, or ambulance services. The local equivalent to the 911 emergency line is 112. You can also call 118 for an ambulance, 115 for a fire, or 113 for the state police. We suggest you save these numbers in your cell phone in case you need to use them quickly.

**Special Drug Laws: Adderall**
Adderall, commonly used in the U.S. to treat ADD or ADHD, is not available in Italy and is, in fact, considered a narcotic and is illegal. If you have a prescription for this drug, please contact the U.S. Consulate/Embassy for further details. Doctors cannot supply it in Italy, and you will not be able to have it sent over. The sharing of Adderall among students is considered a crime according to Italian law and will be viewed by LdM as a serious drug offense

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**REQUIRED DOCUMENTS**

*Passport information is included in the Travel Resources section of your Study Abroad Handbook.*

If you are not a U.S. citizen, please contact the CIE for more information about the following topics.

**Visa: Semester Students**
A visa is official permission to temporarily reside in another country and is granted by the government of that country. U.S. citizens studying in Italy for more than 90 days must apply for/receive a visa in advance of arriving in Italy. You cannot apply more than 90 days before the beginning of the semester abroad.

The CIE will post basic information about the visa process for U.S. citizens for study in Italy to the Learning Content section of your online BlugoldsAbroad account during the semester prior to departure, and the Italy study abroad coordinator will hold a visa information session the semester prior to your arrival in Italy.

However, it is your responsibility to keep up-to-date about student visa requirements for Italy, and to apply for and receive a visa from an Italian consulate or embassy in a timely manner. This involves travel to St. Paul, Milwaukee, or Chicago.

**Immigration Process after Arrival: Semester Students**
Within 8 days of arriving in Italy, you will need to request your Permesso di Soggiorno (Permit of Stay), at which time you may be asked to produce all of the documents you presented when applying for your visa – make duplicates and keep in a safe place!
There will be an additional charge for the Permesso di Soggiorno once you are in Italy; it has been around €150 the past few semesters.

**Declaration of Presence: Summer & Winterim Students**

If you are a U.S. citizen, you can stay in Italy for up to 90 days without applying for a visa in advance. However, all non-EU citizens who come to Italy for a period of less than three months for visits, tourism, business or study require either:

1) A **stamp in their passport from Italian immigration upon arrival in Italy** OR
2) a **Declaration of Presence**, which you need to file within eight days of arrival in Italy.

You may not know which you will get until AFTER you arrive in Italy.

**STEP 1:** Please read the following and see which situation below applies to you:

a. If you flew directly to Italy (that is, you did not touch down in any other country), and **you got a stamp in your passport when you landed in Italy**, then you do NOT have to do this Declaration of Presence. Stop reading.

b. If you flew directly to Italy (that is, you did not touch down in any other country), **BUT you did NOT get a stamp in your passport at the Italian end when you landed**, then, YES, you MUST do the Declaration of Presence. See STEP 2 below.

c. If your flight stopped in either a Schengen* country (see list below in italics) or England or Ireland, then **YES, you MUST do the Declaration of Presence** (unless your passport was stamped in Italy in which case you do not have to do the Declaration). See STEP 2 below.

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* The Schengen Countries are: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland.

**STEP 2:** If you have determined that b. or c. above apply to you, you MUST do the Declaration of Presence:

Upon arrival, LdM staff will instruct you on the procedure. You will be assisted by Eduitalia. This service cost 18 euro in 2019 and is charged to your credit card when you turn in your documents. You will get details about registering with Eduitalia from LdM.

Once you have registered with Eduitalia, you will be required to bring the following documents to an official meeting (place and date to be disclosed during orientation in Florence):

1. A copy of the front photo-page of your passport
2. A copy of the Student Visa page
3. If you did receive a stamp at border control, bring a copy of that page with the stamp on it

**STEP 3:** You may be contacted by your LdM advisor if a meeting at the public office Questura will be necessary.

**Visas for Travel to Other Countries**

If you plan to travel outside of Italy while abroad, you should verify visa requirements for each country you will visit by contacting the nearest consulate for that country, or your travel agency. Most Western European nations do not require U.S. citizens to have a visa for tourist travel of less than three months.
PACKING TIPS
There is general packing information in the Travel Resources section of your Study Abroad Handbook. You will get a suggested packing list for Italy at Orientation 2. LdM will provide additional suggestions in their pre-departure guide.

In addition, you should know the following:

Weather
In September, expect average highs in the 80s and lows around 60. Temperatures will drop gradually throughout the fall with highs around 70 in October, 60 in November, and 50 in December, and lows in the 50s, 40s and 30s, respectively.

In February, expect average highs in the 50s and lows in the 30s. Temperatures will rise gradually throughout the spring, with highs in the 60s in March and April, and the 70s in May.

Temperatures in June are generally warm, with highs in the 80s and lows in the 60s. July may even be a bit warmer.

Clothing
Italian young people generally dress casually: jeans, casual pants/skirts, casual tops. However, Italian casual is more formal than U.S. casual: sweatshirts, sweatpants and shorts are uncommon outside of athletic activities.

Because you will deal with a range of temperatures, bring clothes that you can wear or take off in layers. Italian apartments/buildings are often not as warm as those in the U.S., since they are not insulated for very cold weather.

Converters & Adapters
If you plan to bring a hair dryer, razor or other appliance from the US, you will need to buy both a voltage converter and a plug adapter. Another option is to buy the appliances after you arrive.

If you plan to bring your laptop abroad, check the power cord to see acceptable voltage inputs and outputs. If it includes 220 volts, you will only need to use a plug adapter, not a voltage converter.

If you have several US appliances you plan to use abroad, consider bringing a power strip, also. You will still need to have a voltage converter in order to plug it into the wall.

GETTING TO ITALY
There is information on student-oriented travel agencies, instructions for booking a flight, and other travel information in the Travel Resources section of your Study Abroad Handbook.

Travel Arrangements
It is your responsibility to make travel arrangements to your host city, arriving on the day and by the time specified by LdM. You should not purchase your ticket until you have submitted your LdM application and have received confirmation of acceptance.

You may wish to purchase travel or trip cancellation insurance when you purchase your ticket, in case there are changes to your travel plans that are outside of your control. Discuss your options with your travel agent and be sure you know exactly what the policy covers. Many policies are very restrictive in what they will reimburse.

Semester/Academic Year Students: To get a student visa for a semester in Italy, you must purchase a roundtrip ticket. Students going for the full year are allowed to purchase a
one-way ticket. See the visa information in your BlugoldsAbroad Learning Content for details.

All Terms:

**Florence Arrival:**

- If you arrive in Florence before the arrival day, **you must arrive at the Florence housing check-in point by noon.**
- If you are traveling in Europe prior to the arrival day, **you must arrive at the Florence housing check-in point by 3:00 pm on the arrival day.**
- If you are arriving directly from the U.S. on the arrival day, **you must arrive at the Florence housing check-in by 4:30 pm on the arrival day.**

Most past Florence students have either

1) flown directly into Florence (Florence Peretola Airport). If you are flying into Florence, allow at least two hours to get from the airport to the check-in point. **This means your flight should arrive by 2:30 pm.**

OR

2) flown into Rome (Fiumicino/FCO) and then continued to Florence by train. If you are arriving by train, the Santa Maria Novella train station is a 5-10 minute walk from the check-in point, so **book a train that arrives at SMN no later than 4 pm.**

**Rome & Tuscania Arrival:** Those of you going to Rome will fly into Leonardo de Vinci International Airport (known as Rome-Fiumicino).

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**Getting to Your Apartment**

LdM will provide the specific address of the housing check-in **approximately one week before departure.**

**FLORENCE**

**Arriving by plane:** You will take a taxi from the airport in Florence to the LdM housing check-in point.

**Arriving by train:** the check-in point is usually a short walk from the train station; depending on the amount of luggage you have, you may want to take a taxi.

At housing check-in, you will get a brief housing orientation and the keys for your apartment from the LdM staff. They will help you get a taxi to your apartment. Plan on 45 minutes to an hour for this process.

**ROME**

An LdM staff member will meet you at the airport on the specified arrival day, give you your housing assignment/address, and assist you in getting a taxi to the apartment.

**TUSCANIA**

LdM arranges a pick-up service from Rome-Fiumicino airport to take you to Tuscania, as long as you arrive on the specified arrival date. You will receive details from the Tuscania staff closer to the arrival date.

**Early, Late or Delayed Arrival**

If you arrive before the stated arrival date, you will need to book a room in a hotel or hostel for your stay. LdM will provide a list of possible places to stay during the semester prior to departure.

If you arrive late, proceed to your study city. You must contact either the LdM North American Enrollment Services and Academic Relations Office or the LdM office in Italy to
inform them of your arrival time if you are arriving late.

At Orientation 2, you will discuss a back-up arrival plan in case your flight is delayed, and you will be arriving outside of check-in hours. If you are arriving in the middle of the night, you should plan to stay in a hotel and contact LdM-Italy the following morning.

**Luggage Storage**

It is not possible to store luggage or other belongings at LdM or in your apartment prior to or after the program.

**SETTLING IN**

**Orientation**

Upon arrival, the LdM staff will orient you to the program and the city before classes begin. You will receive information about the exact time and location of the required orientation about a week prior to departure.

**On-Site Support**

LdM has on-site advisors at all of their locations. Their contact information is on the Contact Names & Addresses page of this guide.

**Activities**

Activities are one-time events and are offered during all terms and at all LdM locations. You sign-up in advance. Some activities are free, and others have a small fee. Examples include making gelato, a boat tour along the river, theater performances, movie nights, and many more.

**Student Clubs & Organizations Clubs**

LdM Florence offers a number of on-going clubs. You may only join one for the semester and are expected to attend club meetings. Past participants highly recommend the walking club as a great way to get to know Florence and the surrounding area.

**Volunteering**

If you are interested in volunteering, be sure to ask about this during orientation. There are opportunities available in Florence, and there may be options in Rome & Tuscania for motivated students. If you choose one that requires at least 15 hours of service, you may be able to count it for half of your UWEC service-learning requirement, but you would need to get approval in advance. You can find details on the Service-Learning website: https://www.uwec.edu/service-learning/students/

Hosting a volunteer requires time on the part of the organization to plan projects for and supervise that volunteer, so please take your commitment seriously. Otherwise, community partners may not be willing to host volunteers in the future. Also, volunteering requires you to take initiative. The more you are willing to invest in the experience the more rewarding it will be!

**HOUSING**

In Florence or Rome, you will live in shared apartments. (While Florence does have a homestay option, it is reserved for students in the Intensive Italian Language program.)

In Tuscania, you have the choice of a shared apartment or a homestay. Contact the UWEC Italy Study Abroad Coordinator if you want additional information about homestay.
Once you are accepted to LdM, you will submit a Housing Selection Form and pay a $300 housing deposit to LdM to secure your housing. Instructions on how to complete the form and make the payment will be posted to your BlugoldsAbroad account.

Complete the form carefully and give as much detail as possible, so that the LdM housing coordinators can attempt to place you with compatible roommates.

If you would like to room with another student from UW-Eau Claire, you can indicate this on the form. LdM will make every effort to honor such requests if both students indicate their wish to room together on their Housing Selection Forms.

If you do not want to live with other students from Eau Claire, you must also state this specifically on your housing form. Otherwise, it is likely that you will be placed in an apartment with other UW-Eau Claire students.

You may request a single room for an additional fee; that fee will be due with your housing deposit. There are a limited number of single rooms available, and assignments are made on a first-come, first-served basis.

Your housing assignment will be e-mailed to you one week prior to the beginning of the program. You will receive your specific address upon arrival.

**Living Situation**

Most LdM students live in LdM-sponsored apartments. All three cities where LdM is located are very old, and LdM apartments come in all shapes and sizes. All apartments are single-sex. Most will house four to six people in a combination of double and/or single rooms.

(Reminder: single rooms are at additional cost.)
ALL apartments are NON-SMOKING.

While these are “student apartments,” in the sense that you will be living with other LdM students, they are not in “student housing.” Rather, they are in regular apartment buildings in your host city, and your neighbors will be Italian citizens.

Apartments are generally a 5-20 minute walk or a short bus ride from the main LdM building in all three cities. LdM buildings are relatively close together, and the apartments are typically near one of the main buildings.

At the beginning of the term you will be asked to fill out a very detailed form about the condition of your apartment. Take this seriously and fill it out completely! It will be used immediately to correct anything that may not be working right away, and it will be used at the end of the term to assess damages.

Although LDM facilitates the housing process, you are renting the apartment directly from a landlord. If there are problems with the apartment, the washing machine is not working, for example, or there is no hot water, you will contact your landlord directly to report the problem. (Note that no hot water is different from slow hot water. It is normal for it to take several minutes for water to get warm.) However, you should always copy your LDM adviser on the email, so s/he can assist if necessary.

Because these are very old cities, and in Florence & Rome in particular, you are usually living in the central neighborhoods of the city, it is likely that you will be living in an old building. If something goes wrong, it may take a while to
schedule a professional to do the specific repair work that needs to be done. In addition, Italians in general have a very different expectation from Americans of how quickly such repairs will take place. Be patient. The problem will be resolved, but it may not be resolved in a day or two!

Florence & Rome are also very popular cities, and housing is at a premium. If you do have issues with your housing, whether they are problems with the building or with an apartment mate, focus on resolving the problem rather than asking to be moved to a different apartment. It is unlikely that anything will be available.

Given the age of the buildings, the climate, and the reality that central heating and air conditioning are unlikely, mold can be a problem. It is essential that you open your windows every day, even in the winter, to ensure good ventilation, which will in turn prevent mildew.

What's Provided?
Bedrooms are furnished with twin beds, a desk, nightstands, and lamps. There will be some form of closet storage with hanging space. All occupants of the apartment share bathroom/s, as well as the kitchen and living room.

The apartments include
- Sheets, blankets and towels
- stove top (some may have a microwave or oven)
- cooking & eating utensils
- a TV
- Internet
- washing machine
- average water & electrical use*

The apartments do not include
- phones
- dryers: hanging clothes to dry is more common than dryers in Italy
- central heating is rare
- air-conditioning (Past students note that even if the property has it, the tenants are not allowed to turn it on because it would result in very high utility charges that would need to be charged to the apartment inhabitants.)
- extra water and electrical use*

*Average water and electrical use are included in your rent. This is average Italian water and electrical use. You are expected to conserve whenever possible by doing simple things like turning off the lights as you leave a room and taking showers of a reasonable length. In the summer, if you turn on the ventilators in every room and keep them running all day, whether anyone is home or not, you will incur extra charges.

Rather than focusing on making the environment comfortable for you, think like a European and focus on making yourself comfortable in the environment, by adjusting the layers and types of clothing you wear.

Recycling
Recycling is required by law. There is a fine of 180 Euro for not separating your recyclables out properly in the trash! This will be explained at orientation in Italy, and there is information on the back of the apartment doors, explaining what you need to do. If you don't understand, be sure to ask your adviser. Once you get a system down, it will only take a few minutes if everyone pitches in.

Apartment Keys
You are responsible for your apartment key at all times during the term. Keep it on your person, not in your purse or backpack. For
security reasons, a lost key means that the locks must be changed immediately at your expense. Charges start at around 150 euro. Remember that Florence & Rome are big cities: never leave your apartment door unlocked, and never loan your key to anyone else.

**Guests**
Overnight guests are NOT allowed in your LdM housing. If you have friends or family coming to visit, they will need to stay in a hotel or hostel.

**Meals**
Your apartment will have an equipped kitchen, and the most economical way to eat will be to shop for groceries and cook at home. Often, roommates plan shopping and meals together, sometimes even with a rotation of who is cooking which days.

**COMMUNICATION**
*Information on accessing/forwarding your UW-Eau Claire email address and on computer app-based phone services (SKYPE, What’s App, Facetime, etc) is in the Communication section of your Study Abroad Handbook.*

**Time Difference**
Italy is in the Central European Time Zone (CET) and can be either six or seven hours ahead of Eau Claire, depending upon when Daylight Saving Time begins and ends in each country. To see the current time in Italy visit: [https://www.timeanddate.com/worldclock/italy/rome](https://www.timeanddate.com/worldclock/italy/rome)

**Email/Internet Access**
Wi-Fi is provided in your apartment; however, the signal may be weak, and you will need your own device, adapter and converter (laptop, tablet, smart phone, etc.) If you do not have a laptop, there are computers for student use in designated LdM buildings during regular office hours.

**Cell Phone Information**
LdM requires all students to have a telephone that works in Italy. You can use your own phone under an international plan or with an Italian sim card. Otherwise, you can take advantage of a discounted Italian cell phone/SIM card through Telecom Italia Mobile (TIM). There will be information about this in the LdM pre-departure guide; you can purchase one during orientation in Italy.

**Calling from the U.S.**
*From the U.S. to X.* If you want to call someone in Italy before you arrive, first dial 011, which is the international dialing code. Next, you dial 39, the country code for Italy, then 055, the city code for Florence OR 06 (Rome) OR 0761 (Tuscania, and the rest of the number. Drop the “0” in the city code if you are calling within Italy.

**Snail Mail**
International airmail takes seven to ten days to cross the Atlantic in either direction.

LdM recommends that family and friends send regular letters via the U.S. Postal Service. Any packages can be sent via any of the shipping services or the U.S. Postal Service. They recommend that the packages state "For Personal Use Only - No Commercial Value" so that additional VAT (value added tax) is not charged.

Family and friends can address your letters and packages as follows:

**For Florence:**
(Student Name)
C/O Lorenzo de' Medici
Via Del Melarancio, 6/r
50123 Firenze, ITALIA
For Rome:
(Student Name)
C/O Lorenzo de Medici
Via XX Settembre, n° 4
00187 – Rome, ITALIA

For Tuscania:
(Student Name)
C/O Lorenzo de'Medici
Largo della Rocca 7
01017 Tuscania (VT), ITALIA

**TRAVEL WHILE ABROAD**

See additional information in the Travel Resources section of your Study Abroad Handbook.

**Organized Travel**
The LdM Tuscania staff recognizes that even if students enjoy the small-town atmosphere, they want to see more, and they make it easy for students to do that by offering regional excursions every Friday. For those who want to go further and explore on their own, there is a free shuttle to the nearest train station on Thursday (semester only) and Friday evenings, and a free pick-up on Sunday night.

LdM Florence offers weekend excursions led by qualified LdM staff that enable you to visit some of the most famous Italian cities and sites, including Venice, Rome, Cinque Terre, Alps and the Garda Lake, Capri, Sorrento and Pompeii as well as others outside of Italy. These trips are optional and at additional cost.

The Rome site offers regional day trips at low cost. The staff is also very helpful in assisting students with planning independent travel.

**Buses, Metro, and Taxis**
There will be information on buses and taxis specific to your host city in your LdM Pre-Departure Guide. A monthly city transportation pass is included for students in Rome.
# Contact Information

<table>
<thead>
<tr>
<th><strong>LdM Florence Main Campus and Headquarters</strong></th>
<th><strong>U.S. Embassy Rome</strong></th>
<th><strong>Center for International Education</strong></th>
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<tbody>
<tr>
<td>Via Faenza 43, 50123 Florence, Italy</td>
<td>Via Vittoria Veneto 121, 00187 Rome, Italy</td>
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<tr>
<td>Phone: +39 055 287203 or 287360</td>
<td>Telephone: 39-06-46741 (also after hours)</td>
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</tr>
<tr>
<td>LdM Emergency Line (24/7): +39 346 0150060</td>
<td>Facsimile: 39-06-4674-2217 Email: <a href="mailto:uscitizensrome@state.gov">uscitizensrome@state.gov</a></td>
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<td></td>
<td>Email: <a href="mailto:uscitizensrome@state.gov">uscitizensrome@state.gov</a></td>
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<tr>
<td><a href="mailto:info@lorenzodemedici.it">info@lorenzodemedici.it</a></td>
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<tr>
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<th><strong>Center for International Education</strong></th>
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<tr>
<td>Via XX Settembre, n° 4 00187 – Rome</td>
<td>Lungarno Amerigo Vespucci 38, Florence, Italy</td>
<td></td>
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<tr>
<td>Tel: Tel: 06/42016903</td>
<td>Telephone: 39-055-266-951 Facsimile: 399-055-215-550 Email: <a href="mailto:uscitizensflorence@state.gov">uscitizensflorence@state.gov</a></td>
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<td>LdM Emergency Line (24/7): 0039.348.5739948</td>
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<tr>
<td>University of Wisconsin-Eau Claire</td>
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<tr>
<td>Eau Claire, WI 54702</td>
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<tr>
<td>Phone: (715) 836-4411</td>
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<tr>
<td>Fax: (715) 836-4948</td>
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<tr>
<td>Cheryl Lochner-Wright</td>
<td>Cheryl Lochner-Wright</td>
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<tr>
<td><strong>Senior Study Abroad Coordinator</strong></td>
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<tr>
<td>E-mail: <a href="mailto:lochnecb@uwec.edu">lochnecb@uwec.edu</a></td>
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WHAT THEY WISH THEY HAD KNOWN BEFORE THEY LEFT

- More Italian! Learn and practice at least the basics!
- That even though lots of people travel every weekend, you don't have to. There's lots to do in and-around Florence!
- That homesickness is a real thing, and it's tough to get out of that rut if you are on social media with people at home all the time.
- That public bathrooms are hardly ever free in Italy!

THE BEST PART OF THEIR EXPERIENCE MID-WAY THROUGH

- Exploring Florence and meeting new people from around the world.
- Learning first-hand about another culture.

BIGGEST ADJUSTMENTS THEY HAD TO MAKE

- Coffees are really small, and they don't eat big breakfasts.
- The language barrier can be a struggle sometimes.
- Living in a city—I've never lived anywhere this big. I had to get used to not seeing grass and learning to deal with everyone smoking cigarettes.
- Grocery shopping.

SAFETY TIPS FOR FUTURE STUDENTS

- There are pickpockets. Be smart; use the buddy system and be aware of your surroundings.
- Don't walk around with your phone out. People will take it directly out of your hands.
- You are living in a city. Doors must be locked at all times.
- There is safety in groups - my friends and I came across some creepy men while traveling.

HOW THEY SUMMED IT UP

How can you sum up the four most unbelievable, indescribable, undreamt of months of your life into a paragraph? You simply cannot. You need to go abroad, make your own experiences, and live this life of travel, culture, food, learning and love. You will 100% come out of this a different person!

Florence is hands down the most beautifully vibrant city I was lucky to call home for four months. I want every single person I know to get a chance to spend even a week here. LDM was such a great school, the professors were the sweetest, most intelligent professors I know. The small classes made is so easy to meet other students and really made it easy to form a good relationship with your teacher.