Study Abroad Program Handbook

London, UK

January 6-26, 2018



HIS 2731

Special Topics in History: Legions & Legends, Pagans & Priests

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A Note of Welcome



Dr. Daniel Miller, PhD: Academic Director

Denise Higgins, MAT, MS: Program Director

Cheers!

Dan Miller and I are pleased to know that you will be joining us on the launch of the January Study Abroad Program in London. We have been planning this wintersession study abroad trip for you since last spring, and we have created a terrific history course where you will learn about Roman "Londinium," the Germanic Anglo-Saxons who emerged as the dominant social and political force in England ("Angle-land") following the Romans' departure, the legend of King Arthur, and the Vikings who threatened them. For this course, we will have at our disposal the best possible classroom in the world: the city of London and the countryside of Great Britain. We will learn about Roman Britain through traditional lecture and through out of class experiential learning by a Roman Wall Walk, the Guildhalll Ampitheater and London Mithraeum. We will also use the fabulous and free Museum of London and the British Museum to supplement course content. We will take three full day journeys: Caerleon, Wales, the Jorvik Viking Village and Yorkshire Museum in York, and the cathedral city of Canterbury, to enhance course concepts.

Both Dan and I have lived and worked in Great Britain and have traveled extensively with students and on our own for both pleasure and professional reasons. We love the history, tradition and culture of Great Britain and look forward to sharing our knowledge and experience with you.

Our group will stay in a large guest house on the border of two wonderful neighborhoods in London: Holland Park and Notting Hill Gate. We will be within walking distance to the iconic Hyde Park and Kensington Palace as well as local restaurants, shopping and the London Underground. Students will have opportunities for visiting popular London landmarks such as the London Eye, Buckingham Palace, the Tower of London, Westminister Abbey and the buildings of Parliament. We will learn about Roman Britain through traditional lecture and through out of class experiential learning by a Roman Wall Walk, the Guildhalll Ampitheater and London Mithraeum. We will also use the fabulous and free Museum of London and British Museum to supplement course content. We will take three full day journeys: Caerleon, Wales, the Jorvik Viking Village in York and Canterbury, to enhance course concepts.

We hope you are as excited as we are!

Cheerio,

Dan and Denise

Travel Details

The flights for this program are still being worked out, but it can be assumed that the group will leave from either Boston's Logan Airport or Newark Airport in Newark, New Jersey on Saturday, January 6th arriving to London on the morning of Sunday January 7th. The group will fly with the Academic Director and the Program Director will meet the group at the airport upon arrival. We will return from London from the departure airport on Friday, January 26th. We will communicate flight details via email (and post them on the London Program website) as soon as we have them.

Travel-Day Questions

Program Directors Contact Information: Landmark Security: 802-387-6899, for emergency Denise Higgins: 802 233 2848 cell phone Dan Miller: cell phone

Please see for any questions regarding airline travel:

- Transportation Security Administration travel information: _<u>http://www.tsa.gov/traveler-information</u>
- US State Department travel information: https://travel.state.gov/content/passports/en/country/united-kingdom.html

Contact & Emergency Information

At Landmark College

Landmark College Vice President for Student Affairs

Michael Luciani Office: 802-387-6713 Cell: 603-398-7781 Email: mluciani@landmark.edu

Landmark College Security & Security Office

802-387-6899 (24 hours)

Landmark College Director of International Education

Peg Alden Office: 802-387-6821 Cell: 802-490-4515 Email: palden@landmark.edu

Program Director

Denise Higgins

Office: 802-387-6756

Cell: 8082-233-2848

Email: dmanninghiggins@landmark.edu

Academic Director

Dan Miller

Office: 802-387-7227

Cell: 315-506-0012

In-country Emergency Information

See "Housing" section of this handbook for details of where the program will be staying and contact information for each site.

999 – The main emergency number

This is the emergency number for police, ambulance, fire brigade, coastguard, cliff rescue, mountain rescue, cave rescue, etc. Note the important word 'EMERGENCY'. This number should be used only when urgent attendance by the emergency services is required – for example someone is seriously ill or injured, or a crime is in progress.

Calls are free, and 999 can be dialled from a locked mobile phone.

112 – Another emergency number

This operates exactly the same as 999 and directs you to exactly the same emergency call centre. The important thing about 112 is that it will work on a mobile phone anywhere in the world. So on your next foreign holiday, you don't need to make a note of the emergency number for the country you visit; you just need 112. Incidentally, an EU requirement is that emergency call centres must provide a translations service.

In the UK, 112 also works on landline phones, but I can't say whether that is the case in other countries.

Calls are free and 112 can also be dialled from locked mobile phone

Hospital:

London Westminister Hospital

369 Fulham Rd, Chelsea, London SW10 9NH, UK tel: 01144 203 3315 8000

US Embassy

24 Grosvenor Square, Mayfair, London W1A 2LQ, UK tel: 01144 20 7499 9000

S.T.E.P. (Smart Traveler Enrollment Program)

Landmark College registers all study abroad programs with the U.S. Department of State Bureau of Consular Affairs S.T.E.P. program. If you are interested in monitoring safety conditions for your particular study abroad location, you can register for updates at https://step.state.gov/STEP/Pages/Common/Subscribe.aspx .

Itinerary

Study Abroad programs are dynamic, flexible, adaptable, CHANGEABLE. We will also be working with the January weather in London therefore, we may switch activities around a bit in order to experience them in optimal weather conditions. Plan for adjustments as we travel and learn, together!

✓ Dez 2017 January 2018 Feb 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4		6 Depart Boston
7	8	9	10	11	12	13
Arrive in London settle in guesthouse walk around neighborhood Light sightseeing Site Orientation The London Eye Group dinner	Optional: Changing of the Guard	Morning: Lesson "Roman Britain" 9:00-11:30 Afternoon: London Outing Roman Wall Walk Guildhall Ampitheater London Mithraeum	Morning: Lesson "From the Romans to the Saxons" 9:00-11:30 Afternoon: Free Optional: Trip to Victoria and Albert Museum and Harrod's food mart	Day Trip:	Morning: Free	Open Day Optional: trip to Oxford or Bath
14 Open Day Optional: National Portrait Gallery and London Theatre	15 Day Trip: Glastonbury or Portchester Castle	16 Morning: Free Afternoon: Lesson "The Life and Times of King Arthur" 1:00-4:00	17 Morning: Lesson "Arthurian Themes" 9:00-11:30 Afternoon: Lesson "Arthurian Themes Then and Now" 1:00-4:00	18 Morning: Lesson "The Shape of Saxon England" 9:00-11:30 Afternoon: London Outing All Hallow's Barking Museum of London British Museum	Day Trip: Jorvik Viking Centre	20 Open Day Day in Hyde Park and afternoon tea at the Orangerie or the Muffin Man
21 Open Day Optional: visit Natural History and Science Museums	22 Morning: Lesson: "Religion in Saxon England" 9:00-11:30 Afternoon: Free	23 Day Trip: Canterbury Group dinner	24 Morning: Lesson: "The Rise and Fall of Mercia and Wessex" 9:00-11:30 Afternoon: Free	25 Open Day	26 Depart London Arrive Boston	27

Course Syllabus

HIS 2731: Legions and Legends, Pagans and Priests (DRAFT)

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Course and Instructor Information

Course Term: J-Term 2018	Location: London, UK
Instructor: Daniel Miller, Ph.D.	Email: danielmiller@landmark.edu

Course Description

Located in London, this study abroad course will explore the history, culture, religion, and literature of the period from the Roman occupation of England until its eventual unification in the reign of Alfred the Great in the 9th century. Course questions include: Why did the Roman Empire extend its reaches to the British Isles in 55 BCE? What prompted them to leave four hundred years later? What happened after they left, in a period shrouded in mystery and legend? Was King Arthur real? What of the legends of Excalibur, Guinevere and Lancelot, and the Knights of the Round Table? Who were the Saxons, and how did they finally unify Britain, reigning in a kingdom that has fired the imagination of the English-speaking world for centuries? The class will visit archeological sites, cities, museums, and ruins that tell the stories of this complex history. Students will be asked to write reports on course-related excursions, write reflection essays, and take quizzes on course discussions and reading materials.

Learning Outcomes

By the conclusion of the course, students will:

- Demonstrate an overall familiarity with the history of Britain from the Roman period to the end of the reign of Alfred the Great.
- Demonstrate an understanding of the conflicts and transitions that define this period (e.g., the transition from the Romans to the Anglo-Saxons, conflict between the Anglo-Saxons and Vikings, competition between rival Anglo-Saxon kingdoms, etc.)
- Demonstrate an understanding of the history of this period as it is expressed in material-cultural remains (e.g., artifacts on display in museums and archaeological sites, in literary production, etc.)
- Demonstrate an understanding of the role of history, myth, and literature in the shaping of cultural identity (e.g., as in the articulation and social role of Arthurian myth)
- Use the Study Abroad alternative experience to learn course material by approaching field trips with a goal, participating actively, and reflecting on local experience to successfully attain the foregoing course objectives.

Required Texts and Course Materials

The following texts are required for the course and are available for purchase in the campus bookstore. It is also on course reserve in the library:

- John Blair, *The Anglo-Saxon Age: A Very Short Introduction* (Oxford: OUP, 2002)
- Peter Salway, *Roman Britain: A Very Short Introduction*, 2nd Ed. (Oxford: OUP, 2015)

With proof of purchase of the course texts (i.e., with a bookstore receipt), students are also entitled to a digital copy of these texts. These can be obtained from the Library, and facilitate the use of instructional technologies such as Kurzweil. Students are encouraged to make use of this resource if they find it helpful.

Students are also required to read a number of additional PDF texts for the course; these are available via Canvas. [Arthurian texts will be provided in PDF format]

Itinerary and Schedule of Readings and Assignments

1/6	1/17
Departure: Boston Logan International Airport	Morning: Class Session (9:00-11:30) "Arthurian Themes"
	Afternoon: Class Session (1:00-4:00) "Arthurian Themes Then and Now"
1/7	1/18
 Arrival: London Heathrow International Airport Light sightseeing Site orientation 	Morning: Class Session (9:00-11:30)"The Shape of Saxon England"
	Afternoon: London Outing (Required)
	All Hallow's Barking
	Museum of London
	British Museum
1/8	1/19
Morning: Free	Day Trip: Jorvik Viking Centre (<i>Required</i>)
Afternoon: Class Session (1:00-4:00) • "Roman Britain"	
1/9	1/20
Morning: Class Session (9:00-11:30) • "Roman Britain"	Open Day
Afternoon: London Outing (Required)	
Roman Wall Walk	
Guildhall Amphitheater	
London Mithraeum	
1/10 Morning: Class Session (9:00-11:30)	1/21 Open Day
"From the Romans to the Saxons"	
Afternoon: Free	

1/11 Day Trip: Caerleon, Wales (<i>Required</i>)	 1/22 Morning: Class Session (9:00-11:30) Religion in Saxon England
1/10	Afternoon: Free
1/12 Morning: Free	1/23 Day Trip: Canterbury (<i>Required</i>)
Afternoon: London Outing (<i>Required</i>) Museum of London British Museum 	
1/13 Open Day	 1/24 Morning: Class Session (9:00-11:30) "The Rise and Fall of Mercia and Wessex"
1/14 Open Day	1/25 Open Day
1/15 Day Trip: (TBA <i>Required</i>)	1/26 Departure: London Heathrow International Airport Arrival: Boston Logan International Airport
 1/16 Morning: Free Afternoon: Class Session (1:00-4:00) "The Life and Times of King Arthur" 	

Course Assignments

Assignments will be due on the dates and by the times listed in the course syllabus. Written assignments and discussions will be submitted via Canvas; hard copies and email attachments of assignments will not be accepted. Students will also receive comments on written work via Canvas.

Course Outings: Due to the highly experiential focus of the course, participation in course-related outings listed in the course syllabus are a required element of the

course. Attendance and participation in each outing is worth **25 points** (for a total of **175 points**).

Canvas Discussions: Students are required to participate in online discussions, via Canvas, focused on assigned readings and other course materials. The instructor will post questions or prompts for discussion. For each discussion, students are required to post *two* responses as follows:

- All students must post a response to the questions/prompts posted by the instructor (3 pts.)
- All students must also constructively comment on or engage at least one other student's response to the instructor questions/prompts (2 pts.)

Student's responses to discussion questions/prompts will be assessed based on their demonstration of critical engagement with course materials and effective interaction with each other and the instructor.

[Number of discussions and total points to be determined]

Student Outing Reports: Students will complete and submit a report on each of the required course outings, utilizing the form/template available via Canvas. These reports provide students an opportunity to describe and critically reflect on the locale of the outing (e.g., publicly-accessible city walk, archeological site, museum, etc.), the nature and format of the materials encountered on the outing, discussion of the materials (if applicable), and to relate the outing experience to assigned readings and class sessions.

Each report is worth **50 points**, for a total of **[TBD]**.

[Number of discussions and total points to be determined]

Grade Calculation

Students' final grades for the course will be calculated as the percentage of points they earn out of the total possible for the course.

Total Points for the Course: [TBD]		
Course Outings	(%)	
Class Discussions	(%)	
Student Outing Reports	(%)	
Total	(%)	

Letter Grade Scale

Grade Scale: 100-93: A 92-90: A-89-87: B+ 86-83: B 82-80: B-79-77: C+ 76-73: C 72-70: C-69-67: D+ 66-63: D 62-60: D-<59: F

Attendance Policy

Attendance and participation in course class sessions and outings are required elements of the course. Absences may be excused when the instructor deem it appropriate. If students have questions or concerns about absences, or if they feel their absences owe to extenuating circumstances of which the instructor should be aware, they are encouraged to discuss them with the instructor.

For more on the Landmark College attendance policy, see p. 19 of the Student Handbook:

http://www.landmark.edu/m/uploads/Student_Handbook_2015-2016.pdf

Administrative Withdrawal Policy

For the Landmark College Administrative Withdrawal policy, see pp. 16-18 of the Student Handbook

http://www.landmark.edu/m/uploads/Student_Handbook_2015-2016.pdf

Course Conduct

Students in the course are subject to the Landmark College Student Code of Conduct, outlined on pp. 3-4 of the Student Handbook:

http://www.landmark.edu/m/uploads/Student_Handbook_2015-2016.pdf

Conduct which violates these standards or is otherwise adversely affects the course learning environment will not be tolerated. Students are encourages to contact the instructor if they have questions or concerns about these expectations.

Computer and Cell Phone Policy

Due to the negative learning impacts of computer and social media multi-tasking during class (including distraction of other students), the use, of hand-held electronic devices

is prohibited during class sessions. Violations of this policy will result in an absence for the day in question.

The class-related use of computers is allowed. Students are prohibited from engaging in non-class-related computer activities during class sessions (i.e., checking and updating social media websites, Internet browsing, etc.). Students are strongly encouraged to disable their wireless internet connections during class sessions. If the instructor suspects that students are not abiding by this policy, he will address the issue with them in class. Multiple infractions will result in reports of the incidents on Self Service, and possibly the prohibition of all computer use in future class sessions.

In addition to the prohibition on smart phone and cell phone use and the limitation on computer use in class sessions, the use of earbuds and headphones is prohibited unless students have made prior arrangements with the instructor.

Netiquette Policy

What is Netiquette? Simply stated, it is network etiquette -- that is, the etiquette of cyberspace. And "etiquette" means "the forms required by good breeding or prescribed by authority to be required in social or official life." In other words, Netiquette is a set of rules for behaving properly online.

The following Netiquette rules will apply to this course. For full details please view the book: <u>Netiquette the Core Rules.</u>

- Rule 1: Remember the Human
- Rule 2: Adhere to the same standards of behavior online that you follow in real life
- Rule 3: Know where you are in cyberspace
- Rule 4: Respect other people's time and bandwidth
- Rule 5: Make yourself look good online
- Rule 6: Share expert knowledge
- Rule 7: Help keep flame wars under control
- Rule 8: Respect other people's privacy
- Rule 9: Don't abuse your power
- Rule 10: Be forgiving of other people's mistakes

Late Work Policy

Students who do not participate in class sessions or required course outings cannot ordinarily receive make-up credit. Reading discussions cannot be submitted for credit after the posted due date. Course outing reports may be submitted for a maximum of 80% credit up to 48 hours after the posted due date, and for 65% credit by the last day prior to departure from London. Grading priority is given to assignments submitted by the dates indicated in the course syllabus, meaning that late work will often not be graded until the end of the semester.

Communication and Response Time

There are three primary ways of communicating with the instructor.

The **Announcements** section in Canvas. This is where students can find general announcements from the instructor to the class. Class cancelations, adjustments to the course syllabus or course assignments, or related issues will be announced here. Students should check announcements regularly.

Email. Email provides the most common means of direct and private communication between the student and the instructor. This provides a means of communication about issues ranging from clarifications and concerns about course materials to questions about grades and performance. Email is also the primary means by which the instructor will communicate with individual students about issues of concern. Emails from the instructor will be sent to students' Landmark College emails; students who use a different email address will need to ensure they receive notifications of emails sent to their Landmark accounts. Email is also the most effective means of contacting the professor outside of class time and office hours.

Office Hours/Appointments. Office hours provide students with an opportunity for direct one-on-one contact with the professor in a private setting. Office hours will be scheduled on a rolling basis and posted on Canvas. There is no need to schedule an appointment to meet during office hours; except in exceptional circumstances, the instructor will be in the office during posted office hours and can meet with students on a drop-in basis. Individual meetings can also be scheduled by appointment in cases where students cannot meet during scheduled office hours due to conflicts with other academic obligations.

Response Time: Email is the preferred method for students to contact the instructor outside of class time and office hours. The instructor will do his best to respond to student emails in a timely fashion. In almost all instances, students can expect a response to emails within 24 hours during the work week (Monday through Friday). Response times will vary for emails received over weekends and holidays. In addition, students should be aware that the instructor does not keep "undergraduate hours," so that emails sent in the late evening or at night are unlikely to receive a response before the next day.

Academic Honesty and Plagiarism Policy

Students in the course are subject to the Landmark College policy on Academic Dishonesty and Plagiarism. In cases of academic dishonesty or plagiarism, the policy outlined on p. 14 of the Student Handbook will be applied.

http://www.landmark.edu/m/uploads/Student_Handbook_2015-2016.pdf

Accommodation Policy

"Given the College's unique mission, many academic accommodations that might be customary or required at traditional institutions would not be appropriate at Landmark, because they would alter the College's academic program. Therefore, while all students are encouraged to make inquiries or requests regarding disability issues through the following procedure as necessary, students should recognize that there is usually no need for them to use the procedure to address learning disability or attention deficit disorder-related issues. Such issues are not ordinarily viewed as within the scope of this policy, because they are addressed with faculty, faculty advisors, or otherwise, as part of the College's core curriculum and academic and residential programs."

Both students and the instructor are subject to the Accommodations Policy and Procedures of Landmark College. See pp. 26-31 of the Student Handbook.

http://www.landmark.edu/m/uploads/Student_Handbook_2015-2016.pdf

Classroom Recording Policy

"All course materials (lectures, discussions, handouts, examinations, web materials) and the general, intellectual contents of each course at Landmark College are protected under federal copyright laws. The content of any recording of a lecture or class discussion is protected under federal copyright law and may not be published, quoted, or shared without the consent of the faculty member."

"For the purposes of private academic study and review, Landmark College students may record class lectures and discussions using analog or digital technology, including audio, video, still photos, and other forms of capture technology as they become available."

Students who wish to record class sessions and/or discussions may do so in accordance with the Landmark College Classroom Recording Policy, outlined on pp. 20-21 of the Student Handbook.

http://www.landmark.edu/m/uploads/Student_Handbook_2015-2016.pdf

Class Cancellation Policy

Official notice of class cancellations and faculty absences is generally posted at 8 a.m. each day during the academic year on Sharknet and also the door of the College's Business Office. Please use this link to access information about daily cancellations and faculty absences:

https://intranet.landmark.edu/lists/absences/index.cfm

Barring extreme circumstances, all required course outings will take place *regardless of weather conditions*.

Useful Websites & Books

Site Visits

Sutton Hoo: https://www.nationaltrust.org.uk/sutton-hoo

Jorvik Viking Village: https://www.jorvikvikingcentre.co.uk/

Roman Legion Museum, Carleon, Wales: https://museum.wales/roman/

London Mithraeum: https://www.londonmithraeum.com/

Canterbury: <u>https://canterburymuseums.co.uk/romanmuseum/plan-your-visit/</u>

https://www.canterbury-cathedral.org/visit/information/

Optional trips:

The Tower of London <u>https://www.hrp.org.uk/tower-of-london/#gs.tsu9ZS4</u> The London Eye: <u>https://www.londoneye.com/</u>

Museum of London https://www.museumoflondon.org.uk/The Natural History Museumhttp://www.nhm.ac.uk/The Science Museumhttp://www.nhm.ac.uk/The British Museumhttp://www.britishmuseum.org/The Victoria and Albert Museumhttps://www.vam.ac.uk/The National Portrait Galleryhttp://www.npg.org.uk/

Packing Tips

Clothes

Plan for rain. We will be visiting London during one of the coldest, wettest months, so your emphasis should be packing for warmth and staying dry. While we will be spending most of the time in the metropolitan city of London we will take four to five day trips by train and bus to Roman, Viking and Anglo-Saxon sites in rural areas. Comfortable, waterproof boots and quick drying hooded jackets designed for warmth are essential. Our guest house is a ten minute walk to shopping and laundry facilities, so there's no need to bring more than a week's worth of clothing. More detailed information on suggested specific items of clothing appears on the next page.

What NOT to bring

Drugs, alcohol, firearms and knives are not permitted on the trip. Please remain compliant with airline restrictions to prevent delays in the airport. Think carefully before brining any valuable or sentimental item with you. It will be up to you to keep all your belongings safe as we will not have the benefit of security or resident directors to help rescue lost or stolen items.

Electronics

Avoid brining expensive electronics that you won't need for schoolwork and communication. You will need to bring a laptop or IPad for course communication and assignments. If you use Kurzweil, Dragon or other educational technologies please be sure that you have them on your laptop or other electronic device. You will need at least one UK adapter. Electric hair dryers, shavers, etc. from the US will not work on the British voltage system, nor will you be able to plug them in unless you have a UK adapter.

Baggage

On two occasions, you will need to carry all of your belongings for several blocks and travel up and down stairs. If possible try to bring a backpack and a relatively small rolling luggage or a hiking backpack. Besides trying to carry all your belongings, you will also need to store them in your room at the guest house and there will not be ample space for storing a lot of large luggage. After you've packed your bag it would be a great idea to walk down your block and up and down a few flights of stairs. You may find it easier to leave a few items at home after that experience! You should also pack a smaller day pack for water and smaller items you may wish to bring with you on the several occasions that we go on day trips.

Remember to pack some essential toilet items as well as your passport in your carryon backpack as very important items such as medicine, eye glasses or contacts, phones as well as your passport must be accessible. You will be responsible for an extra charge for overweight or multiple bags. Remember that there are restrictions on liquids in your carryon luggage (only). You may have no more than a 3 ounce container of any liquid, and it must be in a clear plastic bag. For more detailed information check: <u>http://www.tsa.gov/traveler-information/prohibited-items</u>

Packing List

Essential gear:

Passport	Suggested:	
Color copy of passport	☐ Motion sickness tablets	
Student ID Card	London/UK travel guide	
Small folding umbrella (or purchase in London	London map	
_	Chemical handwarmers	
Warm hooded jacket or coat	Clothing :	
Comfortable, sturdy water-resistant walking shoes	☐ Waterproof shoes/boots (suitable for extended walking)	
Enough prescription medication in the ORIGINAL container. Do not	Waterproof insulated jacket/shell	
pack in your suitcase	☐ Waterproof pants	
ATM debit card and credit card	4 pair warm socks	
Effective alarm clock	Warm hat/gloves	
Extra pair of glassesor contact lenses if you wear them	Thermal layer (top and bottom)	
Two UK to US electric adapter	☐ Midweight layer (e.g. fleece, sweatshirt, etc.)	
□ Phone charger!		
Course Supplies:	Sufficient clothing for 1 week	
	Optional:	
Computer	Laundry detergent (a few pods are	
☐ Flash Drive	easier to pack)	
□ Notebook	Portable reading light/headlamp	
Ed technologies if you use them	Travel cltohesline	
Required course texts	☐ Flip-flops/shower shoes	

Tips for the Traveler

Passports and Visas

Knowing where your passport is at all times is crucial. It is a good idea to bring along a color copy.

Money Matters and Suggested Budget

The best way to bring money to London is by bringing a debit card and a credit card with funds so you may withdraw cash from ATMs. Most everything can be purchased using a card. You may want to have some British cash or coin on hand for smaller purchases. Consider that the exchange rate is about 1 British poundn to \$1.30 American dollars. Please check with your local bank to find out what fees may be charged wfor withdrawing cash in the UK. BE SURE TO NOTIFY YOUR DEBIT AND CREDIT CARD COMPANY THAT YOU WILL BE USING YOUR CARD IN THE UK. Failure to do socan result in yoru not being able to withdraw cash. It's helpful to bring more than one card in case one is lost (and then cancelled0 or one doesn't work in the nearest ATM machine.

Your major expense in London will be purchasing meals. Breakfast is included provided you wake up during serving times. While there will be several group meals payed for by the program, you will be responsible for most of your lunches and dinners. You may consider \$25.00 or about 20 GBP per day a reasonable average food allowance. You are also responsible for discretionary spending money and activities that are outside the parameters of the course and overall program. A minimum of \$200.00 a week for food and extras may be adequate. Obviously if you want to buy souvenirs or extra food and snacks, you'll need to add more that to that estimate. You will be given a travel card which will cover the cost of travel and admission to course/program related activities. On occasion, the program director will invite you to join her on an outing to the theater or extraneous sight seeing activity, and on these occasions, you may be expected to finance your entrance or admission fees.

Housing



We will be staying at the Ravna Gora Hotel, a 22 room guest house situated in close proximity to two underground stations, shopping and within walking distance to Hyde Park and Kensington Palace.

29 Holland Park Ave., London, England, W11 3RW, UK

The Innkeeper's name is Rafik and he is extremely kind and helpful

From the US: 011 44 207 727 7725

Communication

If your phone has a SIM card, you may be able to buy a UK SIM card which will give you a UK phone number. There are also pay as you go options. It is best to speak with your carrier to ask what may be the best route for you to take in order to have cell service in the UK.

Time

London is five hours ahead of the US Eastern Standard Time. This major difference will be important to be aware of when communicating in real time with family and friends in the US.

In-country Transportation

Upon arrival in London, we will be traveling on public transportation to our guest house and for most of the travel within the city. There will be approximately four full day train journeys outside the city to the countryside for specific course related site visits. All group transportation costs will be covered, however, a lost travel card will be the student's responsibility to pay for the full cost of replacement.

Weather

January is the coldest month in London. Temperatures are typically 30 - 40 degrees Fahreinheit and it is often rainy which can make it feel even colder. It is imperative to pack and dress for cold, wet weather. We could get lucky and have a few warm, dry days, but it is best not to count on that.

Electricity

The electrical current in London is 220–240 volts (coming into line with the rest of Europe at 230 volts), 50 cycles alternating current (AC); wall outlets take three-pin plugs, and shaver sockets take two round, oversize prongs. Converters and adapters can be purchased in airports and many drug stores and candy/magazine shops, however, you may also order them on line from Amazon

Health and Immunizations

Make sure you are up-to-date on routine vaccines before every trip. These vaccines include measles-mumps-rubella (MMR) vaccine, diphtheria-tetanus-pertussis vaccine, varicella (chickenpox) vaccine, polio vaccine, and your yearly flu shot if you are accustomed to getting one. See: <u>http://wwwnc.cdc.gov/travel/destinations/list/</u>

Landmark College Conditions of Participation

Health and Safety

In a Study Abroad program, as in other settings, participants can have a major impact on their own health and safety through the decisions they make in preparation for and during the program.

Participants should:

Read and carefully review all materials issued by Landmark College and any partnering institutions that relate to safety, health, legal, environmental, political, cultural, and religious conditions in host countries.

Consider your health and other personal circumstances when applying for or accepting a place in a program. Note: Some programs may require students to participate in physically demanding activities. If the student feels that s/he is unable to participate due to health concerns, s/he may consult with program leaders to determine an appropriate alternative activity.

Make available to the Program Director accurate and complete physical and mental health information that may relate to your ability to participate safely in the study abroad program and any other personal data necessary in planning for a safe and healthy study abroad experience, and for responding to an emergency situation. This is in addition to information already provided to the Landmark College Health Office.

Assume responsibility for all elements necessary for your personal preparation for the program, and participate fully in all orientations.

Obtain and maintain appropriate insurance coverage and abide by any conditions imposed by the carriers.

Inform parents/guardians/families and other relevant people about your participation in the Study Abroad program, provide them with emergency contact information, and keep them informed on an ongoing basis.

Understand and comply with the terms of participation, codes of conduct, and emergency procedures of the program, and obey host-country laws.

Be aware of local conditions and customs that may present health or safety risks when making daily choices and decisions.

Promptly express any health or safety concerns to the Program Directors and/or other appropriate individuals.

Behave in a manner that is respectful of the rights and well-being of others, and encourage others to behave in a similar manner.

Accept responsibility for your decisions and actions.

Become familiar with the procedures for obtaining emergency health and law enforcement services in the host country.

Follow the program's policies regarding keeping program staff informed of your whereabouts.

Services

The Landmark College Study Abroad fee covers all scheduled program expenses including international air and most in-country ground transportation, accommodations, tuition, admission fees to scheduled places of interest, and some group meals.

Participants are expected to pay for all personal expenses, including some meals, snacks, laundry, passport fees, and other miscellaneous travel expenses. Students may also be required to purchase textbooks and other course supplies depending on their program.

Independent travel

Participants are expected to use the transportation arranged by Landmark College between the points of departure and return. Participants who choose to travel independently during the program during non-course-related times must inform the Country Director in writing of his/her planned itinerary, including a full itinerary with time and date of departure and return, mode of travel, contact information of the places staying at, phone numbers, etc. Students are generally discouraged from changing plans to travel back to the U.S. independently, but if they choose to do so, they must inform the Program Director and the Director of International Education in writing of their plans not to return on their scheduled flight.

Landmark College and its employees assume no responsibility for the individual once s/he has separated him/herself from the program.

It is strongly recommended that all students inform their parents/guardian when making independent travel arrangements.

Non-sanctioned activities

Students choosing to participate in non-sanctioned activities during their free time at any point in the program release the College from all responsibility and liability associated with such activity. Landmark College strongly discourages participation in dangerous activities, and strongly recommends parents/guardians be consulted regarding the advisability of any potentially dangerous activities.

Leaving the program

Landmark College Study Abroad students who leave their scheduled program at any time without informing the Program Director in writing and obtaining his/her approval may be subject to disciplinary action, including immediate suspension or dismissal from the program and direction to return to the United States, as detailed in the Intervention Procedures – see below. Landmark College and its employees have no responsibility for the individual once s/he has separated him/herself from the program. All travel expenses associated with an early departure will be borne entirely by the participant.

Air transportation

Landmark College arranges for the ticketing of scheduled international air transportation and program-related in-country air and ground transport for the participant through commercial airlines or travel agents. Participants agree that Landmark assumes no responsibility or liability for death or injury to the participant or for loss of or damage to property (including baggage) resulting from the provision of air transportation and other services. The passenger contract issued by the airlines will constitute the sole contract between the airline and the passenger.

Landmark College reserves the right to change the air transportation dates, times, prices, and itinerary, and to make aircraft substitutions. Any additional costs resulting from such changes will be borne solely by the participant.

Landmark College will designate the times and ports of departure for group transportation during the program and will arrange for assembly at the designated times and places. Each participant is solely responsible for any missed connections due to his/her failure to assemble in a timely manner. Landmark College will not be liable for the cost of alternate transportation arrangements, or for any losses resulting from the participant's failure to use the designated transportation.

Travel delays and unexpected layovers

Students traveling to and from the host country will be responsible for all expenses (meals, hotel, transportation, etc.) associated with unexpected delays in travel, including overnight layovers due to, but not limited to, inclement weather, flight cancellations and airport closures. Due to changes in airport security regulations, students may be required to contact the associated airline to book new reservations following an unexpected layover or flight cancellation. In programs where the entire group is returning to the Landmark College campus together, the Program Director may choose to provide hotel rooms for students at the College's expense.

If an unexpected layover results in the student's decision to separate voluntarily from the group, the student will be responsible for making his or her own travel arrangements, and releases the College from any associated potential responsibility.

Identification

Prior to departure for the host country, students are required to submit a color photocopy of the first page of their passport. The expiration date should be at least 6 months after the group flight is scheduled to return to the U.S. Upon departure, participants must present a valid passport for international travel and other purposes such as accommodations, in-country travel, and positive ID.

Lost passports

Students who lose their passport assume sole responsibility for all action and costs associated with arranging for a replacement passport. If this results in missed travel connections, the student will consult with the program leaders as to the most appropriate course of action. If it is determined that a program leader must remain with the student to assist in securing a replacement passport, the student will be assessed those costs associated with the delay, including those that may be assessed to the program leader as a result of their staying behind. This includes, but is not limited to, airline penalties, ground transportation, accommodations and meal expenses. In such situations, the College will attempt to contact the student's parent/guardian to inform them of the situation.

Fee amounts

Fees, as quoted in Landmark College's program materials, have been established based on all known circumstances at the time of calculation, and no changes are expected. However, Landmark College reserves the right to make adjustments in these fees based on fluctuations in travel costs, including the costs associated with unexpected layovers and fluctuations in the valuation of U.S. currency. In the event of a fee increase, the participant will be provided with a reasonable amount of time, not less than ten (10) days from the date of notice, in which to withdraw. In the absence of notice of withdrawal, the participant will be committed to any adjusted program fees.

Intervention Procedures

Students participating in a Landmark College Study Abroad Program are bound by the same rules and subject to similar intervention procedures and sanctions as outlined in the most current version of the Landmark College Student Handbook. This section states additional or different rules and procedures Landmark College has determined are appropriate in the context of Study Abroad programs. In the case of conflict between the provisions of this Addendum and the provisions of the Landmark Student Handbook, the provisions of this Addendum will control.

Program Directors, and in their absence, Academic Directors, have the authority to implement these procedures, including imposing sanctions ranging from an informal warning to the immediate dismissal from a Study Abroad program. Disciplinary sanctions imposed during a Study Abroad program are intended for the duration of the Study Abroad program. In some cases students may be summoned for an administrative hearing or conduct board proceeding upon their return to the Landmark College campus for additional disciplinary action, which additional action may have consequences on the student's general status as a student at the College outside the context of the Study Abroad program. Program Directors have the option of consulting with or deferring judgment to an appropriate Landmark College administrator.

Some Landmark College Study Abroad programs are held in conjunction with, and on the campus of a partnering institution. Students are expected to know and abide by the rules and regulations of those institutions, with the understanding that failure to do so may result in interventions by both Landmark College faculty as well as representatives from the partnering institution.

The following are some examples of behaviors that would likely initiate a disciplinary intervention. The Program Director or Academic Director may initiate an intervention at their own discretion for behavioral or safety-related issues that are not listed here.

- Failure to attend and participate in the required program elements, including classes, trips, course work, etc.
- Failure to comply with reasonable directions of the Program or Academic Director
- Cheating, plagiarism, or any effort to pass in work that is not that of the student enrolled in the program
- The use, possession, or distribution of illegal drugs (by U.S. definition) of any kind
- Use of alcohol to the point where medical or behavioral intervention is necessary
- The misuse or distribution of prescription drugs
- Theft of property, money, etc.
- Assault, including sexual assault as defined by the most current version of the Landmark College Student Handbook
- Harassing behavior, including, but not limited to that of a sexual nature as defined by the most current version of the Landmark College Student Handbook

- Any behavior that puts the group or individual at risk, or that could be determined to be offensive, including drunkenness, vandalism, etc.
- Any violation of Landmark College's Code of Conduct as defined by the most current version of the Landmark College Student Handbook
- Behavior considered potentially detrimental to the health (mental or physical) or safety of the participant or other participants in the program or others in the host country
- Any violation of the rules and policies of cooperating institutions
- Any violation of the host country's laws
- Any other behavior considered inappropriate for a study abroad/cross-cultural program

If a student is suspended from a Study Abroad program, the student will be separated from the program and will need to return to the U.S. Participants are solely responsible for any additional travel costs that may be incurred as a result of suspension or dismissal from the Study Abroad program. No refund of tuition, travel or other related costs will be made, nor will academic credit be issued. The College will attempt to contact the student's parents or guardians to inform them of the situation. Following suspension, Landmark College is released from all obligations to and responsibility for the student. Landmark College, at its discretion, may provide assistance, per the student's request, to attempt to arrange for travel arrangements back home.

Landmark College Study Abroad students are solely responsible for understanding and conforming to all the laws of the host country. When you are overseas you are subject to the laws of that country. U.S. or other citizenship gives you no immunity from local jurisdiction. You should make no assumptions about your "rights," since in many countries legal procedures are very different from what we may be familiar with at home. Students should further understand that law enforcement and the judicial process, including penalties for breaking the law, are likely to be significantly different than those of the United States.

Landmark College Safety Statement

Landmark's goal is to maintain student safety at all times and in all aspects of our Study Abroad Program.

At Landmark College, we believe study abroad is one of the most rewarding and life-changing experiences students can have during their college years. An emphasis on safety is a critical aspect of ensuring that the programs can be successful in their educational goals. We want to share with you information regarding the preparations we take to make Landmark College's Study Abroad programs a safe and rewarding experience.

Thoughtful planning, professional leadership, solid preparation, and contingency planning ensure that our study abroad programs are safe, fun, and productive learning experiences. Please be assured we will continue to make safety the top priority in all our Study Abroad programs.

Insurance

Each student and leader is provided with an International Student ID Card which provides insurance coverage in a number of areas which includes but is not limited to the following:

- Medical and Dental coverage, including hospital benefits
- Emergency Medical Transportation including evacuation, and air evacuation if needed
- Travel Document Replacement
- Baggage and Travel Delay
- 24-Hour Emergency Hotline Services including medical and legal referral, emergency cash transfer, replacement of medication and eyeglasses, embassy and consular services, and interpretation or translation services

A complete description of the coverage, including contact numbers, how to file a claim, and definition of terms, can be found at: <u>http://www.myisic.com</u>

In addition, each student is covered by their Landmark College Student Health Insurance policy (if this was purchased) and/or an individual family policy.

Staffing

Each Landmark College Study Abroad program is staffed by experienced leaders. Study Abroad Directors are Landmark College employees with extensive experience working with students with learning differences. Program Directors, who are primarily responsible for coordinating incountry logistics and activities, typically have experience living or working in the host country. Academic Directors are Landmark faculty with an expertise in their particular academic discipline. Directors are available to provide students with one-on-one support for academic and student-life issues.

Communication

Communication is important for the safety and effectiveness of our programs. Study abroad staff based in Putney, Vermont, remain in contact with Program Directors during each trip. A designated primary contact person working at the Putney campus is responsible for fielding questions, requests for information, and managing any emergency situation. The Program Director provides updates to our staff in Putney including notification of safe arrival at the final Program country destination. Students are also encouraged to contact their parents when they arrive in the Program country, and as needed during the trip. Program Directors are accessible by phone, and when possible by Skype, to communicate with students and Study Abroad Program staff working in Putney.

Important Information

Study Abroad Program staff and faculty check a variety of sources for information pertaining to Program safety, including government and news media websites for current information about health and safety issues. Each student is requested to complete a Study Abroad Health Form in which they are asked information about their personal health history, current health concerns and medications. This information is essential in providing appropriate support to students on Study Abroad.

Students and their families are provided with essential information documents with flight information and itineraries, emergency phone numbers, and contact information for the places they will be staying. This information is also included in the Program Handbook which is available on the program webpage.

We realize that occasionally students make individual and short-term travel plans during a Program. Students are required to leave their itinerary and contact information at any place(s) they intend to visit with the Country Director. We strongly recommend they inform their families of their individual plans to travel separately from the Program itinerary.

Program Handbook

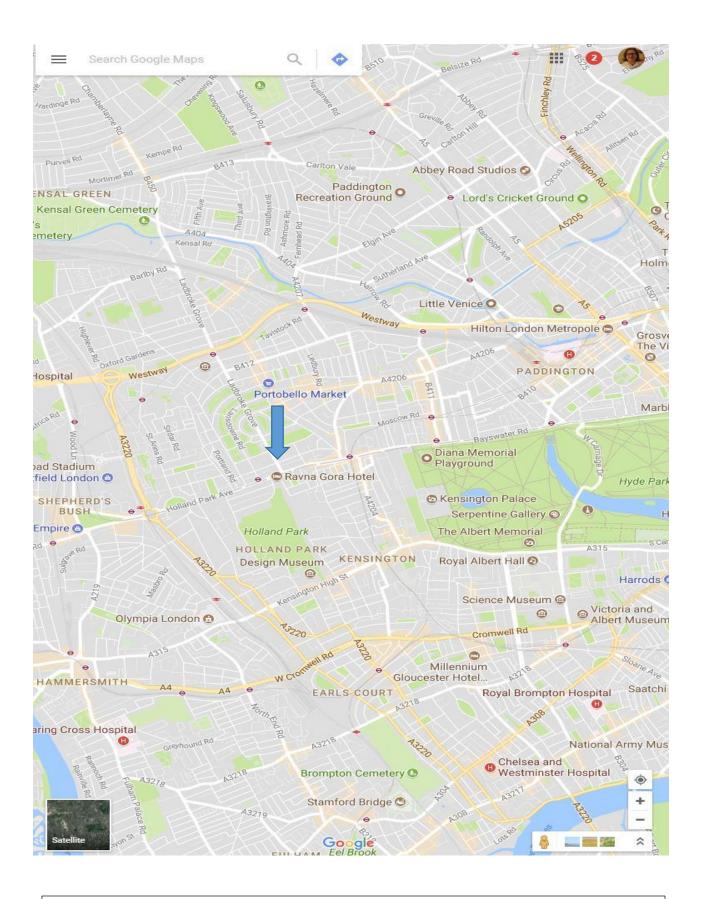
The comprehensive Program Handbook contains both general information about Study Abroad programs, as well as information specific to each program. The handbook contains all the information listed above as well as:

- Lists of things to do to prepare for the trip, what to bring, what not to bring, and what not to bring back to Landmark College.
- Recommended articles, books, and websites for information about the country and region where the Program will take place.
- The syllabus for the course, a program description, and itinerary.
- Guidelines and information about money, housing, meals and other expenses, and means of communication in the Program country.
- How to access help for academic difficulties or other problems.
- Responsibilities and expectations with regard to Health and Safety.
- The Landmark College Conditions of Participation document includes Intervention Procedures in case of violation of existing Student Codes-of-Conduct, which remain in effect during the Program.

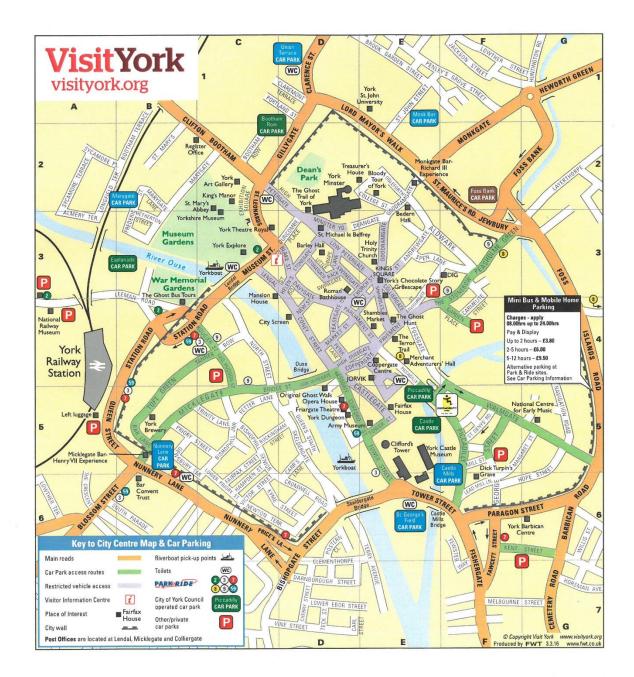
Orientation

During orientation meetings prior to departure, Study Abroad Directors carefully review such topics as Health and Safety requirements, travel tips, local customs, guidelines for appropriate behavior and dress, as well as laws and policies related to alcohol and/or drug use. The Directors also provide participants with specific safety guidelines to follow, including who to contact for

special needs or in case of emergency. Orientations, which are mandatory for all students, are considered the start of the academic course.



Our neighborhood in London





For information on Open Top Bus Tours Worldwide City Sightseeing 01789 299123 or visit: www.city-sightseeing.com/ Whilst every effort, has been made to ensure the accuracy of information within this leaflet. Newport City Council cannot be held liable for inaccuracies and details provided are subject to change 2013_04_040

