



ACU in
OXFORD

*Pre-Departure
Information*



Study Abroad

ABILENE CHRISTIAN UNIVERSITY

www.acu.edu/study-abroad

Preparing to Travel

Be sure to have photocopies of the personal data page of your passport packed separately from the passport itself.

Do not forget your passport. Without it, you cannot board the plane at Dallas-Fort Worth Airport.

Suggested Packing List

CLOTHING

- two nice outfits (for evening outings)
- five long-sleeved shirts
- one towel
- two pairs of jeans
- shower shoes
- two pairs of dress pants/khakis
- sweats
- winter coat (best to use layers)
- three pairs of shorts
- rain jacket with hood
- heavy-duty umbrella
- comfortable walking shoes
- gloves
- sandals/flipflops
- six short-sleeved shirts
- three sweaters
- two weeks' of underwear, socks and anything else worn every-day.

In packing, consider the cost of the local laundromat (approximately \$6 for two loads of washing and drying).

TOILETRIES

(all of these supplies can be purchased in Oxford)

- shampoo
- soap
- deodorant
- toothbrush
- toothpaste
- contact lens solution
- razors

SCHOOL SUPPLIES

(all of these supplies can be purchased in Oxford)

- paper
- pens
- folder/binder
- textbooks
- optional: scissors, stapler, staples, hole punch, journal

MISCELLANEOUS

(all of these supplies can be purchased in Oxford)

- medications and prescriptions
- batteries (less expensive in the U.S.)
- film (less expensive in the U.S.)
- alarm clock
- flashlight
- one bed sheet (required when traveling/hostels)
- pictures from home

TRAVEL GEAR

- backpack
- flashlight
- travel alarm (optional)
- earplugs

DON'T BRING

- food
- electronic appliances
- bedding with the exception of one top sheet for travel

Most things can be purchased in Oxford, but prices may be considerably higher than in the U.S. Also, remember that you should pack what you'd like to bring, then put back half of it!

Flight Information

- **Checked luggage:** Two pieces at a maximum of 70 lbs. each. Maximum dimensions: 62" for first piece and 55" for second piece. (To determine dimensions add length, width and depth of piece; e.g. 30" length + 20" width + 10" depth = 60").
 - **Carry-on luggage:** One piece with the maximum weight of 11 lbs. Maximum dimensions: 45".
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Financial Matters

AIRLINE TICKETS

Any student wishing to deviate on the return may do so for a deviation fee, provided the change is scheduled before tickets are purchased. Students should make plans as far in advance as possible to avoid disappointment. If you wait until you arrive in Oxford, it may not be possible to change your return schedule.

FOOD BUDGET

Students are allowed to eat in the St. Hugh's College cafeteria at designated times; the cost of a meal is approximately £2.50.

Generally, students can save money by shopping at a local grocery store and limiting the number of times they eat out. Groceries for one week can cost from £18 to £25 per week. This is your cheapest option, totaling about \$600 to \$700 for the semester for the frugal shopper.

BANK/DEBIT CARDS

Arrangements should be made for your personal expenses. You should take at least one credit card and either a bank debit card with ATM capabilities or an ATM card, which is the best way to have instant access to your funds. Most ATM cards used in the U.S. will work on most Oxford ATMs.

Although fees charged for ATM transactions may be higher abroad than at home, Cirrus and Plus exchange rates

are excellent because they are based on wholesale rates offered only by major banks. Record your PIN numbers and keep them separately from the cards themselves. You will be taken to an ATM when you arrive in Oxford so money may be withdrawn then. Though travelers checks can be used, they are often more expensive to exchange.

BUDGETING FOR YOUR TRIP

Living in England can be very expensive, especially because of the exchange rate between the U.S. dollar and the British pound. The exchange rate does fluctuate from day to day so it is important to check it just before you go. You can find out the latest exchange rate at www.oanda.com/converter/classic. For the most favorable rates, change money at banks.

It is crucial that you stay within your budget so you do not run out of money early in the semester.

TIPPING

Most restaurants and large hotels will automatically add a 10 to 15 percent service charge to your bill so always check in advance before you give any extra money. You are, of course, welcome to tip in addition to that for exceptional service. If you are not satisfied with the service, however, refuse to pay the service charge, stating your reasons for doing so; you will be within your rights legally.

Here's a guide for tipping:

- **Restaurants:** 10 to 15 percent of the check for full meals if tip is not already included; a small token if you're just having coffee or tea.
- **Taxis:** 10 to 15 percent, or perhaps a little more for a short ride.

Living in Oxford

SURFACE MAIL POST

The mail takes five to seven days to/from the U.S. The mailing address in Oxford is:

Your Name
9 Canterbury Road
Oxford OX2 6LU
England

EMAIL

Students will have access to their ACU email accounts through Webmail. Internet access is limited so use your time online wisely. You may wish to get a Hotmail or some other type of email address as a secondary address just in case the ACU Webmail is down for any reason.

Do not send or download large attached graphics files; please inform your friends and family of this. Excessive email use that impedes other students' using computers for academic purposes will result in suspended or revoked privileges for

the duration of the program. See also ACU guidelines and regulations governing the use of computers on campus.

TELEPHONE USE

There is one telephone in the house that requires a calling or credit card for use. Calling cards may be purchased and used in Oxford, but it is considerably cheaper for you to receive calls from the States than it is to telephone from England to the States. The number, including the international dialing code from the States to Oxford, is **011-44-1865-512-785** or **011-44-1865-316-924**.

The six-hour time difference (Central Standard Time) should be taken into consideration when making/receiving calls. The telephone should not be used between 4 p.m. and 2 a.m. in Abilene (i.e. 10 p.m. and 8 a.m. in Britain).

To call the U.S., dial **001 + area code + number**.

LIVING IN COMMUNITY

Most students will share a room with one other student. Some may have three or four to a room. (If you have a roommate preference, please notify the on-site supervisor.) Rooms come furnished with a desk, lamp, closet and either dresser space or storage space under beds for each individual in the room. Some rooms also have a sink. Bathrooms with showers are located on each floor.

It is essential that you venture out into the larger community of Oxford. It will be good for your physical, emotional, social and spiritual health. There are ample opportunities for students to take advantage of community events and facilities. The ACU houses are located close to St. Hugh's College, and you will have access to the library. You may research and study there during designated hours; further information will be given upon arrival in Oxford. There is a park close to the house that you may use for jogging, walking, relaxing and studying.

DISCIPLINARY ACTION

All disciplinary actions will be handled by the appropriate personnel on-site. For questions, please see the form titled "Behavior Contract."

SPIRITUAL FELLOWSHIP

While in Oxford you will be blessed with Christian fellowship that you will share with faculty and fellow students. You will also have opportunities to educate yourself about the beliefs of others. This part of your Study Abroad experience will help you to develop your own beliefs more fully.

INDIVIDUAL TRAVEL

Travel regulations for all Oxford program students

During the fall and spring semesters students will have several long weekends and a one-week break. Cost for travel during these periods is additional. Specific information will be presented during orientation.

A semester of Study Abroad provides the ideal context for experiential learning. Travel is an essential element of that kind of experience. However, concerns related to individual safety while traveling in unfamiliar places and situations compels Study Abroad programs across the U.S. to provide guidelines for individual travel. In the ACU in Oxford program, the following rules must be followed:

1. Students may make day trips alone throughout Oxford or in the Oxfordshire area. In fact, such travel is encouraged to familiarize students with the region where they are living. It would be a pity to spend an entire semester in Oxford and travel each weekend to faraway places while ignoring the fascinating place where they live.
2. Students who travel outside the Oxfordshire area are required to travel in groups of two (2) or more – but **no male/female** pairs. Occasional exceptions may be made when students are traveling to join family members who are in England or Europe on vacation, etc. Students are encouraged to begin with nearby sites and places before taking longer trips. Systematic travel will produce greater results in learning.
3. When traveling outside the Oxfordshire area, students must sign out before departure, providing details regarding where they will stay and contact information.
4. All travel arrangements to and from Oxford must be confirmed with the on-site supervisor to ensure your safety and efficient travel.
5. All travelers must be back by 8 p.m. Sunday for mandatory chapel – no exceptions.

Questions regarding the travel policy should be addressed before you leave the United States.

Again, make sure you have a passport! You may wish to purchase a Britrail or Eurail Pass in the United States. Britrail/Eurail Passes: Call or email Ken Ellis with Gold Class Travel (800-848-0723 or email him at ken@goldclasstravel.com). See their Web site at www.goldclasstravel.com/. He will order it and send it to you.

If your travel schedule is different from the rest of the group, make sure you have told the ACU Study Abroad Office the dates. Buy your youth hostel membership **before** you leave the U.S. at www.ihhf.org.

HOUSING AND CLASSROOMS

Students are responsible to assist in the orderly maintenance and operation of the house. Instructions will be provided by the on-site-supervisor.

FRONT-DOOR CODE AND ROOM KEY

Upon arrival, you will be given the front door entry code and will be issued a key to your room.

Under no circumstances should the code be given to those who do not live in the house. Failure to observe this

rule will result in suspension of privileges. Your key is your responsibility and must be returned to the on-site supervisor at the conclusion of the program.

Loss of a key must be reported immediately to the on-site supervisor. The student is liable for the cost of replacement of locks should such be necessary and will in any case be charged \$50 for the loss of the key. Failure to return the key to the on-site supervisor at the conclusion of the program will also result in a charge of \$50.

Keys are not to be loaned to another person under any circumstances.

ROOMS

You are responsible for your room. A check-in form for each room will be issued upon arrival. You should inspect the condition of your room and note any damage not reported on the check-in form, along with any missing items. The form should be returned to the on-site supervisor within 24 hours. Damage to the room during the course of the program must be reported to the on-site supervisor within 24 hours. You are not permitted to place items on the wall surfaces of any room without prior permission from the on-site supervisor. The supervisor will check for and record any damage at the conclusion of the program.

Your ACU account will be billed for any damage for which you are responsible. If responsibility cannot be determined, the cost will be divided equally among all occupants of the room. Failure to complete checkout procedures will result in a charge of \$100 to your ACU account.

You are expected to keep your room in an orderly and clean condition. Hot plates and other cooking devices are fire hazards and are not permitted in rooms. Kitchens are to be used for preparing and eating food. The on-site supervisor may inspect rooms on a regular basis to insure cleanliness. Bed linen is provided and will be laundered every two weeks. It is your responsibility to assist the on-site supervisor in the efficient exchange of bed linen.

We recommend that you keep your room locked when away from the house. Abilene Christian University and St. Hugh's College bear no responsibility for personal items left anywhere in the house. ACU reserves the right to inspect rooms at any time to ensure the safety of the students in the program.

CURFEW

Curfew is midnight Sunday through Thursday nights and 1 a.m. Friday and Saturday nights. Exceptions may be made only with the prior and written notice of the on-site supervisor. Rooms may be checked each evening (as they are on campus at ACU). Failure to comply with curfew may result in probation, temporary suspension of student privileges (including "grounding"), suspension or dismissal from the program.

SAFETY

Safety is on the minds of most people these days, and the safety of students and personnel is a concern of the Study Abroad programs at Abilene Christian University. Oxford is considered a safe city with many places to shop, beautiful parks to visit and opportunities to participate in recreational activities. Students should remember when they are traveling not to invite any street crime such as petty theft, pick-pocketing, etc. When you arrive in Oxford, familiarize yourself with the city map, pay attention to the on-site orientation and use common

sense when traveling about. When traveling around Oxford, keep a low profile, and when out after 10 p.m. make sure you have one or two fellow ACU students with you.

REGISTRATION WHILE ABROAD

Students should be able to register while in Oxford for the next semester on ACU's Web site.

It is your responsibility as a student to make sure you do not have a hold on your account.

