

AMBEX  
Christian Study Abroad Program  
**Pre-Arrival Guide**

Student Mailing Address:

Your Name z.H. AMBEX  
Jugendherberge Regensburg  
Wöhrdstrasse 60  
93059 Regensburg  
GERMANY

From the US: 011-49-9621-12354

Within Germany: 09621-12354

In fidelity to Scripture and to the glory of the person and work of Jesus Christ our Savior, AMBEX exists to teach Christian students the vital historical and theological foundations of the Protestant, Evangelical Christian faith, through a personal, comprehensive, and life-changing in-class and on-the-road academic experience, and through involvement in the European missions activities of local churches in and around Regensburg, Germany, and central Europe.

## GUIDE

Keep track of everything you need to do between now and the start of your arrival date:

Thoroughly read all the pre-arrival information in this packet. Take advantage of background reading material on the countries you plan to visit. Travel guides are a good choice for obtaining useful information. Here are some popular favorites:

- Michelin Green Guide Germany - ISBN: 978-1907099120
- Germany: Eyewitness Travel Guide – ISBN: 978-0756660710

## CHECKLIST

### PASSPORT

- Obtain a passport. If you already have a passport, make sure that it will be valid at least 4 months after your stay abroad.
- Make 2 photocopies of the statistical page of your passport (the page with your photograph). **Bring one copy for AMBEX** and keep another for yourself, carrying the copies separately from your passport.

### FLIGHT INFORMATION

- Send a copy of your flight itinerary (arrival and departure) to AMBEX at [ambex.germany@gmail.com](mailto:ambex.germany@gmail.com). We will need to coordinate your pick up at the Munich airport (MUC).
  - Please depart the US on January 13, and **arrive at Munich International Airport (MUC) on January 14, 2017 between 8 am and 12pm.**
  - Please schedule your departure from Munich Airport on April 13, **after 9am.**

### ACADEMIC CREDIT

- Where necessary, try to obtain transfer credit approval from your home institution for the work you will undertake abroad before you depart.

## FINANCIAL AID

If you are going to use financial aid to pay all or part of your AMBEX fees, you must coordinate with your financial aid administrator at your home institution to ensure proper transfer of loans, grants, scholarships etc. and send payment to Corban University in Salem, OR.

For more information contact:

Wally Vohland – Corban financial aid office

<http://www.corban.edu/financialaid/index.html> (503) 375-7006

## HEALTH INSURANCE

AMBEX students are covered by Corban University's International Insurance policy through Brotherhood Mutual. For a detailed explanation of coverage and reimbursement, please read the Brotherhood Brochures (2 documents) in the email attachment provided together with the pre-arrival guide in addition to the paragraph below.

**Please note that doctor's visits, medication etc. must be paid for up-front, in cash. Please be sure to bring an ATM card as well as a major credit card in case of illness or a medical emergency. All bills should be collected and submitted to Brotherhood Mutual for consideration & reimbursement.**

Here is a brief explanation of coverage as well as the contact info for Brotherhood Insurance directly, for filing claims:

Foreign medical insurance is provided to AMBEX students through Corban University's policy. This policy, which is the "Passport to Ministry" program through Brotherhood Mutual, includes the following coverage:

- Bodily injury by disease (\$1 million each student)
- Bodily Injury by accident (\$1 million each student)
- Contingent Auto Liability (\$1 million per accident)
- Foreign Liability – including lawsuits – (\$1 million per occurrence)
- Emergency Medical Evacuation

Additional coverage is also included and described in the brochure which we have provided for you in an attachment with the pre-arrival guide. Each AMBEX student is signed up automatically. All of Europe is covered as well as a selection of other countries. Before traveling to non-European countries, please verify with AMBEX that Brotherhood insurance covers your destination nation.

**To file a claim, please contact Brotherhood Insurance directly:**

**Insurance Company: Brotherhood Mutual**  
**Name of Insured: Corban University/ (STUDENT NAME)**

**Name of Policy:** Passport to Ministry  
**Policy Type:** Long Term Foreign Operations  
**Policy Number:** 36PLA0403334  
**Phone number:** [1-800-876-4994](tel:1-800-876-4994)

#### VISAS

You do not need a visa while studying at AMBEX, providing you are not in Europe (Schengen area) before or after the duration of the semester.

US Citizens are permitted to stay in Europe-Schengen for a maximum of 90 days (the length of an AMBEX semester) within a 180 day period.

Please note that you do not qualify for a student visa while studying abroad with AMBEX:

AMBEX does not fall under German University or Hochschule accreditation standards or authorization. Therefore AMBEX students will not be issued a German Student Visa by the German government. As stated on the website, the German government treats AMBEX students as purely here on a 'Passport/Tourist' (90 day) experience. AMBEX partners solely with American Colleges and Universities and makes no inference or representation as being an approved or accredited German college/university. Currently, European/Schengen Law does not provide for American citizens (tourists) to stay in Europe beyond 90 days.

For further information regarding European Regulation, please visit the online links below:

#### **Explanation of Schengen Visa Territory:**

[http://en.wikipedia.org/wiki/Schengen\\_Area](http://en.wikipedia.org/wiki/Schengen_Area)

[http://en.wikipedia.org/wiki/Schengen\\_Agreement](http://en.wikipedia.org/wiki/Schengen_Agreement)

#### **Types of Visa, Overstaying, Regulations:**

[http://www.travellerspoint.com/guide/Schengen\\_Visa/](http://www.travellerspoint.com/guide/Schengen_Visa/)

#### MONEY

Bring an ATM Card (**many vendors in Europe accept only cash**) as well as a Credit Card with a min. of \$3,000 credit limit in case of emergency hospitalization. Most international hospitals require you to pay up-front, and will provide an invoice you can submit to the insurance company for reimbursement. Consult

your home bank about ATMs abroad, and contact your credit card company to assign a PIN to your credit card if you do not already have one.

Organize your personal spending method and budget. Figure out how much you can spend per week or per month and be careful not to overspend. Be sure to budget for souvenirs, semester break, reading weeks/weekend travel etc.

## TRAVEL

Note that for safety reasons, AMBEX has a 2-3 person travel policy (during travel-study weeks) unless you plan to visit family or friends. It is wise to start coordinating with fellow students via the Facebook group before you purchase airfare and/or train tickets.

Air & bus travel within Europe usually provides better value than train travel (EURAIL PASS).

## AIRFARE - Europe

Here are a few recommended sites we like using for air travel within Europe:

- <http://www.ryanair.com/en>
- <http://www.easyjet.com/en/>
- <http://www.airberlin.com>
- <http://www.euroflights.info/>
- <http://www.skyscanner.de/>
- <http://www.momondo.com/>
- <http://www.de.kayak.com/flights?ispredir=true>
- <http://www.fly.com/de/>

For a list of European discount airlines by country visit:

[http://wikitravel.org/en/Discount airlines in Europe](http://wikitravel.org/en/Discount_airlines_in_Europe)

## AIRFARE – US to Germany

Here are a few recommended sites we like for purchasing trans-Atlantic airfare:

- <http://www.mobissimo.com>
- <http://www.momondo.com/>
- <http://www.kayak.com>
- <http://www.yapta.com/>
- <http://www.educators.com/>
- <http://www.statravel.com/>
- <http://www.orbitz.com/>

Recommended airlines for trans-continental flights:

- KLM
- Delta
- Swiss Air
- Virgin Airlines
- Air Berlin
- Lufthansa
- United

Consider purchasing trip insurance against cancelled/delayed flights, lost baggage, etc.

#### STUDENT ID CARDS

**All AMBEX students are required to bring a Student ID.**

You may wish to purchase an International Student Identity Card - ISIC (see link below). This card entitles you to discounts throughout Europe. The discounts it entitles you to are numerous: museum admission, theater tickets, local transportation, movie tickets, etc. If you get in the habit of asking, the number of reductions that are available will surprise you. Visit [www.myISIC.com](http://www.myISIC.com) for more information.

**A student ID from your home college/university can be used in place of the ISIC as well.**

#### CELL PHONES

AMBEX students will be provided with a cell phone upon arrival. Students are responsible for recharging minutes and keeping it in working condition. You may also research various plans through Skype (a free online calling service): <http://www.skype.com>

#### EMERGENCY PHONE NUMBERS

[https://travel.state.gov/content/dam/students-abroad/pdfs/911\\_ABROAD.pdf](https://travel.state.gov/content/dam/students-abroad/pdfs/911_ABROAD.pdf)

	AMBULANCE	POLICE
Austria	112	122
Czech	112, 155	158
<b>Germany</b>	<b>110</b>	<b>112</b>
France	112/15	112/17
Norway	112	110

Spain	112	112
Sweden	112	
UK & Ireland	112/999	

AMBEX Director's U.S. cell phone: [661-373-9384](tel:661-373-9384)

AMBEX Director's German cell phone: [01577-248-6048](tel:01577-248-6048)

## IMMUNIZATIONS AND HEALTH PRECAUTIONS

**NOTE: It is not possible to mail medications from the US to Europe. All such packages will be seized and destroyed by European customs.**

Students are advised to check with their physicians to ensure that your immunizations (measles, mumps, rubella, diphtheria-tetanus, etc.) etc. are up to date. Bring along your 'Shot Record'.

Use common sense when it comes to your health while you are abroad. The stress and time change combines with a new daily routine can be unsettling at first. Be sure to eat well, drink lots of fluids, and get enough sleep. This will help you get through the adjustment phase at the start of your term abroad.

- Read U.S. Center for Disease Control Health Information for travelers venturing to Germany <http://wwwn.cdc.gov/travel/destinationGermany.aspx>

Always travel with any medication you use on a regular basis, as well as a copy of your prescriptions. **Bring enough of your prescription medication with you to last the entirety of your stay, and plan for delayed travel etc.** This is especially important if you will be carrying insulin or syringes. Make sure all prescription drugs are carried in their original, labeled containers. Do not assume your prescriptions can be filled as easily overseas as they can be in the US. Anyone with chronic problems should have their physician fully document their case and carry this information; Notify AMBEX of specific issues in case of an emergency.

If you wear contacts or glasses, be sure to carry a copy of your prescription. It is also helpful to leave an extra copy at home in case you need someone to send a replacement. Contact lens wearers will want to bring their care products (solutions, tablets, eye drops, etc.) with them as the cost of these products abroad can be very high.

We also highly recommend bringing a selection of over-the-counter pain, cold, flu etc. drugs from the U.S. Europe tends to have much more stringent over-the-counter regulations and it is often difficult to obtain even basic medicines without a prescription. In addition drugs (prescription & over-the-counter) tend to be quite a bit more expensive than in the States.



## MONEY

### CREDIT CARDS

It is recommended that you get a credit card if you do not already have one. Credit cards are accepted in most parts of the world and while their use can smooth the traveler's path considerably, they should not be thought of as a universal answer to every problem. Before entering any establishment where you plan to charge your purchase, be sure to check the window for signs verifying that you can use your credit card. **In Germany, it is not uncommon for restaurants, clothing and even grocery stores to decline the usage of Credit/Debit Cards.** Visa and MasterCard, however, are the most widely accepted cards.

Both Visa and MasterCard will allow you to withdraw cash against your credit card with a pin number. An American Express card will allow you to cash your personal checks at their office. American Express offices are also able to access extra funds from your bank account at home.

Be aware of restrictions, transaction fees, and service charges on your card. Have a photocopy of your bank cards secure in a safe vault or location in case your card is lost or stolen, and notify your bank of your travel plans so as not to alert them to any perceived fraudulent activity.

### ELECTRONIC DEBIT CARDS/ ATMs *"Our recommendation to access/withdraw foreign currency"*

This can be an easy way to acquire funds from your home bank account while you are abroad. Be aware that an ATM card can only withdraw from a checking account. Check with your home bank or credit union for specific information before you leave the US **and let them know you will be traveling abroad.** Most debit cards can act as a credit card when they have a Visa or MasterCard logo on them. Be aware that some institutions or ATM machines may charge a user's fee. Be sure to carefully log and monitor your ATM withdrawals in Europe. ATM machines do not give paper receipts.

Remember that ATM systems may occasionally fail without warning. Be sure to have a financial backup plan in the event of a system failure.

**NOTE:** Bank of America and Deutsche Bank have a reciprocal agreement. Customers of one do not have to pay exchange rate fees (up to 3% per transaction) when using one of their ATM's. You might consider setting up a BofA account prior to departing the US to avoid transaction fees.

### RECEIVING MONEY FROM THE USA

Wire transfers should only be used as a last resort; they vary in effectiveness and you often need to have a bank account in your host country in order to receive the wire.

American Express offers a service called MoneyGram that will transfer money from the US. Although there is a transaction charge, this service is useful for students.

Another wise method is to authorize someone you trust (i.e. a parent or guardian) on your bank account. They can then access your account should a problem arise. They will also be able to deposit or transfer funds to your bank account that you can access with your ATM card.

### TRAVELERS CHECKS

**Note:** We do not recommend the use of travelers checks as many banks have stopped accepting them and they are an unnecessary expense when traveling in Europe. ATM/Checking withdrawals are cheaper and more readily available.

## CASH

It is wise to withdraw **some** currency at the airport (ATMs) when arriving in Germany to meet your immediate needs upon arrival. Cash exchange tends to be quite more expensive due to cash exchange fees. Check online for information on the Euro/US Dollar exchange rate.

## BAGGAGE TIPS – General Guidelines

**Typically AMBEX students frequently travel Europe with discount airfare providers Ryanair & EasyJet during travel-reading weeks. We advise students to bring one bag that fulfills their carry-on requirements, as they charge extensive fees for checked luggage:**

***Strictly one item of cabin baggage per passenger weighing up to 10kg (22 lb) with maximum dimensions of 55cm (21 inches) x 40cm (15 inches) x 20cm (7 inches) is permitted. (handbag, briefcase, laptop, shop purchases, camera etc.) must be carried in your 1 permitted piece of cabin baggage.***

- We advise you to contact the airline you are traveling with regarding luggage regulations as fuel prices/safety concerns have forced many airlines to implement further restrictions.
- You may consider getting in touch with your trans-continental airline before you begin your journey abroad as some airlines will give special luggage consideration for students studying abroad.
- We recommend that you do not carry any liquids (toothpaste, creams, gels, perfume, lip gloss, deodorants etc.) in your carry-on luggage.
- It is important to use luggage that is durable and easy to carry. Check the handles and seams to make sure they are secure. Soft luggage with zippered openings is lighter and easier to pack than a hard suitcase. **You will find a backpack/sports bag useful to bring for weekend/week-long trips and may be used as your carryon luggage for the plane. Be sure to select a bag with wheels for easier handling while you travel.**
- If your bag has detachable shoulder strap, remove it before checking the bag. Shoulder straps have been known to snag on conveyer belts, causing damage to the bag. Most bags have removable straps that can be stowed until arrival.
- Pack only what you can easily carry yourself. You are personally responsible for carrying everything that you bring with you abroad. If you think you will have difficulty managing your bags on your own, try this: pack everything you plan to bring with you and walk around with it for ten minutes without putting anything down. Reevaluate what you have packed and decide what you can live without for a semester.
- Tag your luggage. Each piece of your luggage, including your carryon, should be identified with your name and address at home and abroad. As an extra precaution, put a slip of paper with this information inside your luggage in case the outer tags come off during handling. Always remove old address and airline tags from your luggage to avoid confusion. Many bags look alike; marking your luggage with bright ribbon or tape may be a good way to identify it in the baggage claim area.
- NEVER leave your luggage unattended at the airport. Keep an eye on your bags at all times. Airlines have become quite strict about accepting luggage that was left unguarded.
- Keep your claim stubs until you have collected your luggage. These stubs are your receipts.

- Some students may start the semester without their luggage if it is lost by an airline or stolen. Just in case your bags go astray, pack a few essentials (toiletries, prescriptions, a pair of underwear, etc.) in your carryon. If your baggage does not arrive when you do, file a claim with the airline immediately. Most airlines require that you make your luggage claim within four hours of arrival.
- Consider adding baggage insurance to your travel insurance package.
- On your return flight – be aware of your airlines weight allowance. Students have paid over \$150/bag due to heavy books, oversized/loaded bags, etc. It may be wise to bring an extra bag (duffle, soft bag that can fold into a suitcase), as a second bag usually costs less than paying for the excess poundage in your primary suitcase.

Suggestion: Instead of traditional textbooks, consider purchasing a Kindle or downloading Kindle software (free) to your laptop.

**TRANSATLANTIC BAGGAGE REGULATIONS (CHECK WITH YOUR AIRLINE FOR NEW REGULATIONS i.e. 1 checked bag only etc.) Note that some airlines will give special consideration to customers who indicate they are “studying abroad” if notified before you begin your journey.**

Airlines flying from the US to Europe expect passengers to adhere to specific regulations concerning baggage allowance.

A general guide for economy class follows, though specifics may vary from airline to airline. Passengers exceeding this amount may be charged a hefty penalty by the airline in question.

Passengers are allowed no more than 1-2 pieces of checked luggage (make sure to check with your airline for weight and amount restrictions). The weight of each piece usually cannot exceed **50 lbs.**

**Checked:** 1-2 pieces – the dimensions (L+H+W) of either piece may not exceed 62 inches and the sum of the two pieces may not exceed 107 inches. Usually bags may not exceed **50 lbs.**

**Carryon:** A purse or laptop plus 1 piece – all of which must fit in the overhead compartment. Carryon luggage usually may not exceed a dimension of 45 inches or weigh more than **22 lbs.**

## PACKING

PACK LIGHT! We cannot stress this enough. Packing for travel is never easy, especially if you will be away from home for an extended period of time. Most of the AMBEX staff have traveled or studied abroad and we would like to share our knowledge of packing with your. Pack only what you will NEED and USE.

### CLOTHING

Please be considerate of your testimony & others by dressing modestly in accordance with Scripture.

#### Do Bring:

- Clothing that can be worn in a wide range of different temperatures and without frequent washings. Mix and match items like jeans, tee shirts, sweaters, leggings, and button-down shirts which may be worn in layers when it is cold and alone when it is warmer.
- Plenty of socks and underwear (roll them & stuff in shoes to save room in your bags)
- One pair of **sturdy** walking shoes, one pair of sneakers, one pair of water resistant shoes (cold-weather proof), one pair of sandals/flip-flops, and one pair of dress shoes. Make sure that all shoes you bring are broken-in and that they go with the clothing you have packed.
- Socks

- Flip-flops/slippers (for showers and around the residence hall – most European hotels/hostels don't have carpeting )
- Non bulky warm winter coat and a lighter coat
- Gloves, hat and scarf (optional – students can purchase these items in Regensburg)
- Bathing suit
- Basic toiletries – shampoo, lotion, toothbrush/paste, floss, razor, deodorant, comb, brush, makeup, etc. Since these things can be purchased in Germany, it is not necessary to bring a supply to last the length of your stay. Be aware that you may not be able to find the brand names you are used to.
- Towels, washcloth
- Battery alarm clock
- Nalgene/ Water bottles (drinking fountains are very uncommon in Europe, bringing a water bottle will make travel much more affordable!)
- A basic medical kit containing any over-the-counter medicine you typically use (these can be difficult to find overseas and tend to be more costly) – pain relievers, cold/cough medicines, Band-Aids, motion sickness remedies, etc.
- **Prescriptions medication** – bring enough to get you through the semester and bring a copy of the prescription with you. Note: It is not possible to mail medication in any form through the German postal system.
- Over-the-counter drugs for colds, the flu, pain medicine etc. (these are expensive and difficult to obtain without a prescription in Europe)
- Contact lens supplies, extra glasses, and a copy of your prescription
- Sunglasses
- Your digital camera and plenty of batteries, which can be expensive abroad. It is also a good idea to bring your cable to upload pictures to your laptop or enough memory for your camera to last the course of the semester. If you plan to use Skype for phone calls, a headset may be a valuable purchase.
- Laptop (AMBEX is paperless...bring one that is functioning well)
- Flash/Thumb Drive (mandatory)
- Photos of family and friends
- Journal and address book
- Travel-sized flashlight
- Travel-sized sewing kit
- Magnetic Compass or GPS --- helpful for orienteering and directions when traveling independently from AMBEX, especially when using rental cars.
- MP3 player and earbuds/headphones
- Electrical converter/transformer and 220V plug adapter/extension set, if you are bringing any electrical appliances
- Passport pouch/money belt (highly recommended)
- Photocopy of your passport

- AMBEX Textbooks (kindle versions are okay when available)
- Student ID Card (ISIC or from current college)

## Do NOT Bring:

- Bed linens, pillows – these will be provided.
- School supplies. Loose-leaf paper and notebooks can be purchased in Germany and are not necessary since European brands will not fit in American binders and vice-versa.
- American stamps. They have no value outside of the US. You will be able to buy stamps from the post office overseas.
- Precious, valuable, or expensive items.
- 110V Hair dryers, curling irons, etc. AMBEX has a few hairdryers available for student use and/or you can purchase your own at an affordable price in Germany.
- Too many dressy outfits. Generally, you only need to bring one pair of dress shoes and a small amount of church attire that can double as a dressy outfit when the occasion arises (e.g. theater, banquet, or concert). Church attire is semi-formal (guys: slacks, polos, collared shirts; ladies: slacks, optional: skirts, dresses)
- Clothing with special washing instructions (i.e. “lay flat to dry” or “dry clean only”).
- Clothes you *might* wear. Only bring things you are sure to use. That item that has been in the closet for 6 months probably won’t make an appearance abroad, either.

NOTE: The Student Inn has coin operated washer/dryer appliances (EUR 4/load/machine).

## YOUTH HOSTEL CARDS

You may want to consider purchasing an International Youth Hostel Card before you leave the US. Although it is not required, it is helpful if you will be doing a lot of traveling. Hostels are widespread throughout Europe and are usually clean and inexpensive. Quality varies, so ask to see the room before paying any money. Once you have registered and paid for the night, you may not be able to get your money back, even if the conditions are substandard. Check on purchasing a Youth Hostel membership. You may also purchase this on the spot when you visit/stay at your first youth hostel. In general, European youth hostels offer clean and very affordable accommodations. They also allow you to meet people from all over the world.

For more information, including purchasing a card and checking out European Hostels online, visit [www.hihostels.com](http://www.hihostels.com)

## CULTURE SHOCK

Everyone has problems adapting to a new culture: different food, the strain of speaking a foreign language, etc. Most people start to experience culture shock after several weeks. The symptoms vary from person to person. Some people find they become short tempered and annoyed with certain behavior that characterizes the new culture. Others feel tired and lose their enthusiasm to experience new things.

They want familiar, comfortable surroundings and habits. Some become depressed and miss very specific people or things from home. In general, students feel somewhat overwhelmed by the newness of it all during this stage. It is important to remember that this is a stage and that it does go away.

Symptoms can also include:

- Fatigue, Homesickness, Sleeping long Hours
- Preferring to be alone instead of with people.
- Boredom, Irritability etc.

You may notice others going through this before you realize you feel it yourself. If you experience these symptoms, try to control the situation by taking positive steps. Sometimes it is helpful just to know that these feelings are normal, but it also requires effort on your part to turn the situation around. Feel free to talk to the AMBEX staff, who may be able to offer some useful advice.

During the culture shock stage, you need to find ways to take care of yourself and the feelings you are experiencing. Here are a few hints:

- Write home instead of calling. Contact old friends, professors, and family in the US. Ask your family to send clippings from your home newspaper. This will help you feel connected to people at home.
- Keep a journal (required for GEOG) tracking your journey from start to finish.
- Try to identify particular things you miss. Decide whether they are things for which you can find similar replacements in the new culture or whether they are unique to home. Whenever possible, try to find and enjoy the replacement.
- Do not cut yourself off from people in your host culture. It makes it harder to adjust if you isolate yourself or spend time only with Americans. Try to involve yourself with new friends, teachers, and activities. Remind yourself of what is interesting and rewarding about these people and events. Do not focus on the differences between them and the US.

Students generally pass through a number of phases while working to adapt to a new culture.

**Initial Excitement:** At first, everything is new and exciting. This phase can last anywhere from one week to two months, depending on the person. It is characterized by a sense of enthusiasm for the new culture and the feeling that it is not all so different and difficult.

**Adjustment:** After a while, you will adapt and get used to your new surroundings. You will be able to communicate better in the language. The most frustrating part of your adjustment process has ended. It no longer seems exhausting to get through each day struggling with the language and new customs.

**Unresolved problems:** Everyone reaches a point of frustration with language and adjustment. You may feel overwhelmed and wish to return home. Do not hesitate to seek out a member of the AMBEX staff, who are more than willing to listen, help, and offer advice. Never feel that you are the only student to experience these emotions.

**Acclimation/Integration:** Things begin to improve and you feel that you belong. For visiting students, this acclimation is a merging of both your old culture and the new culture. You have not lost American values or habits, but you have integrated them with new customs.

**Departure Concern:** You begin to feel apprehensive about returning home and readapting to your culture. You have changed as a person and have mixed feeling about going home. You will begin to wonder whether your family and friends can understand the tremendous growth you have experienced. Will you be able to reconnect? These concerns are very real and you will find you have them even after you return to the US. There is even something called "reverse culture shock" for which the AMBEX staff can help you prepare. You will go through another adjustment to re-assimilate when you return home.



## HOUSING & MEALS

Students will be living in a clean, secure well managed Jugendherberge or Youth Hostel unless when traveling on your own and staying in B&B's, Pensions, etc.

Dining: Tuition, room and board includes 3 balanced meals including beverages per day at scheduled times. The Regensburg Youth Hostel or as we like to call it: "Student Inn" has a dining facility on-site and offers a variety of buffet style meals. Students usually eat together but may elect to eat and get acquainted with other guests/travelers.

Special food requests/needs are an additional expense to the individual student(s). The youth hostels are not able to guarantee allergy-friendly cooking, and students with extensive allergies may need to do their own shopping and basic cooking with assistance of the AMBEX staff. If you suffer from food allergies, please discuss this with the AMBEX staff prior to your arrival.

The Regensburg Student Inn offers a Washing Machine and Dryer (coin operated: EUR 4 each to wash or dry); recreational games e.g. Ping Pong, Fuss ball tables, board games, etc. There are places where students can study and connect to the Internet, however **wireless Internet access is not as fast or widely available as in the US.**

Sheets (but not towels) and blankets are provided and washed by the management as often as you choose e.g. 2x/week.

Most sleeping rooms have a wash basin and mirror and a closet for each individual. The rooms have windows for ventilation and curtains. Typically students will live 2-6 per room/suite (gender specific of course). Rooms vary in size based on occupancy.

Common bathrooms/showers (gender specific) are close to sleeping quarters.

The Regensburg Student Inn is secure and well managed. Rules are clear and enforced. Following is an example of the YH rules in Germany:

### German Youth Hostel Rules

The DJH hopes that a stay in its hostels will be an enjoyable experience for all its visitors. Youth hostels offer a multitude of opportunities for our guests to meet each other and bring together people of all age groups and from different cultural backgrounds, all with their own individual ways of behaving and needs. All youth hostels have house rules intended to cater for these different needs and to make your stay enjoyable. We kindly request that all guests follow these rules. Group leaders and teachers bear the responsibility for their groups.

#### Arrival

Visitors with a reservation can arrange their arrival times individually with the hostel management. Promised beds will be kept for you until 6 p.m. If they have not been claimed by then, they may be given to other visitors.

Visitors without a reservation can enquire by telephone or personally to find out if there is room for them in the hostel.

Youth hostel services are provided only for members of the German Youth Hostels Association (DJH) or other national youth hostels associations. German residents can join the German Youth Hostels Association at the hostel, foreign visitors without a youth hostels membership can buy an International Guest Card (Welcome Stamps).

#### Staying in a Youth Hostel

Sleeping accommodation in youth hostels is provided in shared rooms and is normally separate for male and female visitors. Families can be accommodated in one room upon request, providing a room is available.

The association depends on a helping hand from our visitors. We need your assistance with keeping the equipment, rooms and objects you have used during your stay in good order or with setting and clearing tables.

The youth hostels are committed to the conservation of nature and protection of our environment. Visitors are thus requested to separate their waste or avoid it completely, and to be economical in their use of electricity, heating and water.

Food may not be prepared or eaten in bedrooms. Due to fire protection requirements, insurance standards and health regulations, the use of electrical appliances for the preparation of food or hot beverages is not permitted.

Smoking is prohibited in the Youth Hostel.

Visitors are not allowed to consume alcoholic drinks purchased outside the premises in the hostel or on the hostel grounds. The management reserves the right to expel anyone who has had too much to drink from the premises.

Animals are generally not allowed into the hostel. An exception can be made for service and guide dogs for the blind by arrangement with the hostel management.

Youth hostels are generally open until 10 p.m.

**The quiet time for sleeping is from 10 p.m. to 7 a.m.** Out of courtesy to fellow visitors, please be very quiet during this time.

Please be considerate towards other visitors, especially when you are using electronic media.

#### Departure

Bedrooms must be vacated before 10 a.m.

Exceptions can be made by arrangement with the hostel management.

#### Management rights

The hostel management or its agent act as agents of the responsible organization.

The management reserves the right to refuse entry to any person violating the hostel rules. The management will give reasons verbally for such action to any visitor refused entry.



**Regensburg Public Transportation:** Students may purchase a city bus pass (EUR 2/trip or EUR 45/month), or they may choose to walk to get around. The walk from the Student Inn to Old Town is approximately 15'. See the section on Transportation for more information.

**Academic Tours** – Breakfast, Packed Lunch & Dinner meals are provided/included. Please note that while on academic tours internet is not provided by AMBEX.

**Travel - Study Weeks** – We anticipate everyone enjoying the opportunity to travel during travel-study weeks. Please check the AMBEX semester calendar for dates: <http://ambex.org/calendars>

Independent Reading Travel Weeks (RTW):

- Compliments academic instruction “More than Tourist”.
- Enhances the overall AMBEX experience – “See Europe”
- Affordable - \$50-100 per day! compared to \$300-500/day (tourist packages)
- Spiritual, cultural and social growth!
- Learn to travel, navigate and explore safely - gain knowledge, skill, confidence and freedom. Stretch your faith!
- Opportunities (low expense) to serve and partner with Missionaries and Ministry Organizations e.g. Operation Mobilization, Kadence Int'l, ECM, Youth for Christ, High Point Church (Romania), etc.
- Build meaningful relationships with classmates
- Make new European acquaintances and friends - bolster resume' and rolodex (networking)

Note: AMBEX students are much encouraged to fully avail themselves of RTW's. If student(s) are financially unable to travel they may apply for AMBEX financial aid. <http://www.ambex.org/financing> (scroll down) or an AMBEX loan (no interest promissory note). Students are responsible to make their own reservations to stay in the Regensburg Youth Hostel (space available basis) during RTW.

**Mail** – Students may have mail sent to the Regensburg Student Inn. Please address all mail with the following information:

**Student's Name z.H. AMBEX**  
**Jugendherberge Regensburg**  
**Wöhrdstr. 60**  
**93059 Regensburg**  
**Germany**

Please note that boxes can take anywhere from a week to several months to arrive, depending on contents and passage through customs. Additional tax/custom charges may apply.

## **BUDGET**

The cost of the AMBEX Study Abroad Program is fairly comprehensive in what it covers. However, in order to ensure that you budget your personal spending money correctly, it is vital that you understand precisely what is covered in the program cost and what is your own responsibility. It is impossible for us to give precise guidelines for each student. What you actually spend in Regensburg will depend on your lifestyle. Typically students spend an additional \$1,500 - \$2,500 while they travel and live in Europe.

## INCLUDED IN PROGRAM COSTS:

- Accredited Courses (15 Credit Hours), Professors
- Services of the AMBEX staff e.g. Advocacy, Assistance, Accountability, Translation, Instruction, Travel Guiding, Advice/Advisory, Information, Referrals (Medical, Legal, etc.), Coaching, Mentoring, etc.
- Academic tour expenses – selected field trips & museum entrance fees, tour guiding, transportation, room and three meals/day.
- Room and Board - 3 meals/day (except during travel-study weeks)
- Wi-Fi connection at the Regensburg Student Inn
- AMBEX Study/Classroom at Regensburg Student Inn
- AMBEX field-trips (day trips)
- Printing/Copies (up to 50 per student as AMBEX is a largely paper-free environment)
- International Health Insurance

## NOT INCLUDED:

- Airfare
- Personal travel fares (auto, bus, train, plane)
- Laundry
- Personal items – hygiene, clothing, etc.
- Cell phone charges. Note: **Skype (free phone service) is the way to go for International Calls!**
- Try/Download JUMBLO – free phone calls worldwide
- Recreation e.g. bowling, fitness center, basketball, ice skating, swimming, concerts, museums, etc.
- Extra food & beverage
- Personal/discretionary travel during Reading Weeks and on weekends
- **Travel Study Weeks** Room & Board. AMBEX staff are available to advise and help you plan your weeks of adventure! Add to your budget approximately \$30 -\$50/day for room and board (youth hostel standard) while traveling. Airfare e.g. Round trip from Munich to Rome/Paris/Barcelona – add another \$80 - \$150 if you book ahead.

A recommended budget for personal spending is \$600 per month (approximately) but depends on the individual. If you plan to travel on weekends, add \$200-\$250 for each trip you plan to take. Also, be aware that many items and services may cost more in Europe than in the US.

**If there is any mix-up when you arrive at the airport, call one of the following phone numbers**

Within Germany: Mr. Orr (AMBEX Director): 01577-248-6048	Within Europe: 0049-1577-248-6048
or	
From the USA: 011-49-1577-248-6048	or
Home & Office: 09621-33877(Coach home)	or 09621-12354 (AMBEX office)
**English is spoken nearly everywhere – especially in airports, public transportation and lodging areas**	

NOTE: You may purchase a German phone card at the German airport for as little as 5.00 Euros. Insert the card in the phone and leave it inserted the duration of the card. Some phones accept major credit cards and others take Euro coins as well.

## ACADEMICS

All matters pertaining to course selection and credit will be finalized during orientation. It is important that you understand what your home institution requires in the way of transfer credit. Make sure you have thoroughly discussed your plans with your advisor/registrar ahead of time. This is particularly important if transfer credit relies upon subject course matter.

Insure you have access to your 'digital' college library back home for research and papers you will write at AMBEX.

It will be vital for you to have a good paper back German dictionary. Duden and Langenscheidt both make quality dictionaries. Many offer helps, such as grammar guidelines and common abbreviations. It is also important to look for an edition that shows gender, parts of speech, and usage examples.

AMBEX offers a complimentary German language tutoring (no college credit) while students are in Regensburg.

NOTE: There is far more to AMBEX than academics. Ambex recommends students take no more than 15 semester units. The course work is upper division, compressed, rigorous and rewarding when done right.

## BOOKS

**Note: Please arrive having read the book “Germany, Unraveling an Enigma” in preparation for “European History, Geography & Culture” Lectures.**

Germany Unraveling an Enigma by Greg Nees

# ISBN-10: 1877864757

# ISBN-13: 978-1877864759

[http://www.amazon.com/Germany-Unraveling-Enigma-Greg-Nees/dp/1877864757/ref=sr\\_1\\_1?ie=UTF8&s=books&qid=1290551330&sr=8-1-spell](http://www.amazon.com/Germany-Unraveling-Enigma-Greg-Nees/dp/1877864757/ref=sr_1_1?ie=UTF8&s=books&qid=1290551330&sr=8-1-spell)

**All textbooks must be purchased and brought with you**, either in hard-copy or e-reader form. AMBEX will email a textbook list a few weeks prior to your departure.

Please note: Some classes may require a hard copy of a textbook for instructional purposes.

Recommended: **Kindle.** <http://www.amazon.com/>

## GERMAN LANGUAGE ACQUISITION

Though not required students will benefit greatly from learning key vocabulary, phrases, expressions, etc. Easy, study 15' a day . . .

Recent AMBEX Alumni highly recommended you check out “**Coffee Break German**”.  
<http://radiolingua.com/coffeebreakgerman/>

Another free language ‘help’ Deutsche Welle --- <http://www.dw.com/en/learn-german/quick-start/s-31682>. Start at level A1.

## FITNESS CLUB

- Near (20' walk) the Student Inn is a clean, secure fully equipped 24/7 Fitness Center with separate locker rooms/showers for men and women. The cost is approximately \$30/month with a \$25 dollar initial membership fee.

## Orientation (upon arrival)

- The Land: Europe, Germany, Bavaria, Oberpfalz/County, City of Regensburg, Student Inn
- The People: Ancestry, History, Culture, Customs
- Transportation & Travel
- Recreation & Relaxation
- Standard Operating Procedures & Expectations
- Emergency Information
- Survival German (language/words/phrases)

## CULTURAL ACTIVITIES

You will of course have the opportunity to experience German culture and history during the scheduled academic tours listed on the semester calendar. In addition, AMBEX seeks to schedule frequent group activities as interest allows. Such activities may include sausage, gelato and pastry tastings, city tours, hiking, outings, movie nights and other relevant and entertainment possibilities. Activities may also be scheduled on students' recommendations. Regular announcements and sign ups for group outings will be made.

## GUESTS

Family & Friends are welcome to visit while you study abroad with AMBEX. We request you schedule visits **during travel-study weeks** so as to not disrupt class & academic travel. (Please check the semester calendar below for dates.)

Please note that all guests must make their own travel/housing arrangements, and cannot room together with AMBEX students.

## COMPUTERS

Required. Notebook/Laptop computers with Wi-Fi compatible, 110/240V and the 220V plug adapter. This will assist you in writing assignments and communicating (email and Skype) with friends and family. Be sure to have a good converter/adaptor set to recharge your computer. Check with your manufacturing information to determine compatibility. **Be sure to bring or purchase a 'flash drive'** to back-up information and to download/print documents from the AMBEX computer and printer.

Obviously any and all pirated, illegal or inappropriate software, CD's, DVD's, downloads, and other forms of electronic data are strictly forbidden.

## AMBEX TRANSPORTATION

All students must make their own flight arrangements. Arrival and departure dates will be provided to applicants well in advance of the anticipated semester abroad. Plan to arrive and depart from to Munich airport (MUC) between 8am and 12pm on arrival & after 9am on departure dates.

Students are asked to communicate their flight information to AMBEX. AMBEX will coordinate a pickup at the airport. If students fly into other cities, such as Berlin or Frankfurt, or come outside of the pre-determined arrival/departure times, students will need to coordinate individual travel to Regensburg.

A common form of transportation in Regensburg is the city bus. Unlike many American services, German public transportation is generally clean, safe, efficient, and very punctual and is highly recommended as a form of transportation. Students may purchase one-time use or roundtrip tickets (\$2.90/trip), or more economically, weekly and monthly (\$50/mo.) bus passes. This is especially convenient for students who wish to visit various parts of the city often and do not have access to a bike. Be aware that buses do not run at all hours of the day (service is often limited in late evenings, weekends, and on holidays) and plan accordingly.

## TRANSCRIPTS

Please be sure to provide AMBEX with the complete address of the office where your transcript should be mailed.

Provided that you submit the necessary information to AMBEX, an official transcript will be sent to your home institution soon after the end of the term. Students applying to transfer schools or graduate programs are reminded that all undergraduate transcripts are required for admissions processing. Students may request copies of official transcripts kept on file with AMBEX. All requests must be submitted in writing along with a processing fee of \$5.00 per copy. Please allow 7-10 days for processing.

**“Here I stand; I can do no other. God help me. Amen!” -Martin Luther**

**Semester Abroad Exit Interview Checklist**

Student Initials

- \_\_\_\_\_ 1. I have given copies of air tickets / itinerary to AMBEX.
- \_\_\_\_\_ 2. I realize I must take my passport to the airport in order to get on an international flight.
3. \_\_\_\_\_ a) I have checked my country of destination on the U.S. State Department website [www.state.gov/travel](http://www.state.gov/travel) and it is NOT currently under a U.S. State Department travel warning. Neither am I planning to travel through any country under a travel warning.
- \_\_\_\_\_ b) I am aware AMBEX may restrict or curtail travel to countries / locations on the spur of the moment due to security reasons.
- \_\_\_\_\_ 4. I have re-checked my Emergency Contact Information form and updated as needed any changes in contact information, my health status and my health insurance information. I am responsible to keep AMBEX and my college/university updated immediately in writing if there are any changes from now through the end of my program.
- \_\_\_\_\_ 5. I have checked and made arrangements for any visa I need to enter my country of destination.
- \_\_\_\_\_ 6. I have informed myself about the need for the recommended immunizations and have followed through on getting those that are required at the Center for Disease Control and those required for entry to my destination.
- \_\_\_\_\_ 7. I have registered with the online State Department registry S.T.E.P. program and have provided them my location and phone number where I can be reached as well as phone number where my family can be reached in an emergency.
- \_\_\_\_\_ 8. I have been informed about the Red Cross Safe and Well program at <http://safeandwell.communityos.org> or 1-866-GET-INFO ([1-866-438-4636](tel:1-866-438-4636)) and have provided my family with the same information. If there is a disaster in my location I will register my situation and location on the Red Cross Safe and Well site as soon as I am able in case of the inability to reach my

family, college and AMBEX in more traditional ways such as email or phone.

\_\_\_\_\_ 9. I have received an international identification card and insurance coverage information.

\_\_\_\_\_ 10. I have read the Discrimination and Harassment Policy that is shown as an appendix in the Student Life Handbook.

*I have initialed each statement above to certify that I have done all of the above tasks and I am ready to travel internationally at this time.*

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Print name

ID #

Sign Name

Date

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Exit Interview Witness

Date

<b>2017</b>	<b>Spring Semester (subject to change)</b>
<b>Pre Arrival</b>	<b>Reading “Unraveling an Enigma”</b>
<b>Jan-13</b>	<b>Depart the USA to Munich Airport (Airport Code: MUC)</b>
<b>Jan-14</b>	<b>Arrive at MUC Airport (Day 1 of 90); bus/train to Regensburg</b>
<b>Jan 16 - 21</b>	<b>Orientation &amp; European History, Geography &amp; Culture Lectures</b>
<b>Jan 23 – Feb 3</b>	<b>Christian Worldview Lectures &amp; Academic Tour</b>
<b>Feb 4 – 11</b>	<b>Reading/Independent Travel Week 1 (return to Regens. by 6pm)</b>
<b>Feb 13 - 24</b>	<b>Theology of the Reformation Lectures</b>
<b>Feb 18 - 25</b>	<b>Reformation Academic Tour (tour ends @ 1pm in Heidelberg)</b>
<b>Feb 25 – Mar 4</b>	<b>Reading/Independent Travel Week 2 (return to Regens. by 6pm)</b>
<b>Mar 6 – 17</b>	<b>European Literature Lectures</b>
<b>Mar 18 - 25</b>	<b>Reading/Independent Travel Week 3 (Return to Salzburg by 6pm)</b>
<b>Mar 26 – Apr 2</b>	<b>Art History Academic Tour (Austria, Italy)</b>
<b>Apr 3 - 7</b>	<b>Art History Lectures</b>
<b>Apr 10 - 12</b>	<b>European History, Geography &amp; Culture Lectures &amp; Year End Activities</b>
<b>Apr 13</b>	<b>Depart Europe—DE Day (90 day tourist visa)</b>

This Pre-Arrival Guide is subject to change.

Initial \_\_\_\_\_

AMBEX and its principal(s) are released from any and all liability (not gross negligence) caused by accidents, misunderstandings, faults not its own, acts of nature, miscommunication, etc. Further, the jurisdiction for any court or legal proceedings will be conducted in Regensburg.