

VISCA BARCELONA!

A Guide to Wake Forest Life in Barcelona

Revised November 7th 2017



**Wake Forest Barcelona Center
Avenida Diagonal 345, Piso 2
Barcelona 08037
Catalunya
SPAIN**



Wake Forest Center Phone

933 154054

Important Contacts

Police	112
Fire	112
Ambulance	112

Access Prefix for Calls to US

001+ area code

U.S. Consulate in Barcelona
<http://Barcelona.usconsulate.gov/>
Tel 93 280 22 27

WELCOME!

Dear Students,

WFU/Barcelona offers students the opportunity to live and learn in one of the world's most exciting cities and experience everything it has to offer. It's a multicultural city: Catalan, Spanish and European, yes, but also Chinese, Muslim, Russian, Pakistani ... the world lives here!

Explore unknown neighborhoods, try new foods, do something simply because it's there staring you in the face and saying: try me!! Make Barcelona your new home for the semester ahead.

It is often said that the person who fails to plan plans to fail. Part of the success of your upcoming journey is in the planning and preparation before your departure to ensure a positive beginning and outlook. The materials provided in this handbook are important before you leave as well as upon arrival. Read through the information carefully, take notes and make a list of additional questions, if necessary. Bring a hardcopy of this Handbook with you to Barcelona.

Reading through this handbook will hopefully prepare you for an effective transition and adjustment to the new cultures and society you are entering as a short-term visitor and participant. The better prepared you are the easier it will be for you, your family, and friends.

It is our goal to provide a quality program experience that will help you meet your learning goals while at the same time exposing you to new languages and cultures. We hope it is your goal to use this experience to develop a greater sensitivity to and appreciation of cross-cultural similarities and differences while at the same time gaining valuable academic experience.

Welcome to the Program!

Ryan Lorenz

WFU/Barcelona Resident Director



WAKE FOREST
UNIVERSITY

WAKE FOREST BARCELONA TEAM



Resident Director, Ryan Lorenz

Office Address: Avenida Diagonal 345, Piso 2
Barcelona 08037

Email: lorenzr@wfu.edu

Ryan serves as the Resident Director for the WFU/Barcelona Program. He works closely with the rest of the Wake Forest Barcelona team to ensure student needs are met. Ryan has overall responsibility for the success of the Program and its student participants.

Ryan is available to advise students on both academic and personal matters.



Barcelona Program Manager, Kristin Hickey

Email: kristin@academic-solutions.com

Kristin serves as the on-site program manager and assists the program and its students in a variety of crucial ways. She is responsible for academic issues, health & safety and risk management. Kristin is the first person to call in case of any emergency.



Barcelona Program Coordinator, Helena Marugán

Email: helena@academic-solutions.com

Helena is our chief extra-curricular coordinator and serves as an emergency backup for Kristin. She organizes cultural and social connections, such as activities, excursions and volunteering opportunities, and supports Jaime in housing issues.



Barcelona Program Coordinator, Jaime Rodríguez

Email: jaime@academic-solutions.com

Jaime is head of the housing department and is the person you will most likely see around the student pisos. He also supports Helena organizing cultural activities and excursions to ensure an enriching experience for all students.

INTRODUCTION

This guide aims to help you get acquainted with Barcelona and particularly the area around the Wake Forest Center. Hopefully you will find this guide helpful in making the most of your time in Barcelona!

Obviously, prices are constantly changing; new businesses open and old ones close. In order to help us keep this guide current and relevant, we encourage your input. Please email any suggestions or feedback to lorenzr@wfu.edu

PREPARATIONS FOR TRAVEL

Pre-Departure Checklist

- **Passports**

Each participant must have a valid passport with a valid Spanish Visa contained within. Travelers must keep some sort of photo ID and a copy of their passport photopage with them at all times. Original passport must be on your person whenever travelling away from Barcelona. Students should keep a security copy of the passport number in a place separate from the passport itself. **Make sure your passport is valid for at least 6 months after your planned return to the United States.**

- **Visas for Travel Outside of Spain**

Students may need to obtain visas when traveling to other countries over the course of the semester although this is unlikely if you are a US national and confine your travels to the European Union. The visa is official permission to enter a country and stay for a determined period of time. You must have a valid passport to apply for a visa. To learn about entry requirements for any country that you plan on visiting please visit the U.S. State department website (<http://www.travel.state.gov/>).

- **U.S. State Department**

We advise that you let the State Department know you're traveling abroad. You can register with the Smart Travel Enrollment Program (STEP) online at (<http://www.travel.state.gov/>). In case of political/environmental/other disaster, the US will know where you are and can help you out. They can also send you occasional emails about things to be aware of while you're traveling.

- **GeoBlue Worldwide**

- Wake Forest University will purchase for you GeoBlue International Health Insurance. GeoBlue is designed to provide coverage for the costs of accidents and routine sicknesses while you are abroad. Please check the site (<https://geobluestudents.com>) for more details.
- Wake Forest will purchase the plan for you once your study abroad plans are finalized.
- GeoBlue does not provide any coverage in your home country so **you must maintain your regular health insurance while abroad.**

- **Courses**

The academic program at WFU Barcelona consists of between 12 and 15 WFU credits per semester. Classes are held at either the Eixample or the Sant Pau campus of the Universitat Autònoma de Barcelona (UAB). Classes are typically scheduled Monday through Thursday, leaving the weekends free for exploring Barcelona or travel to other destinations.

- **Books**

Any required books will be communicated to you during the UAB on-site orientation. These books can then be purchased in Spain.

- **Registration**

- Students will select courses in the semester preceding participation in the program. All students must select at least 4 alternative courses.
- During course selections you will indicate if you want 12 or 15 hours at UAB. If you selected 15 hours but drop to 12 hours then you will be charged a €100.00 fee.
- The onsite team in Barcelona will register you for your courses during the registration period.
- **Courses are not guaranteed until registration is completed in Barcelona.**
- There will be a short add/drop period at UAB at the start of the semester. It is your responsibility to ensure that you are enrolled in course that are approved for WFU students and that your UAB registration matches your WIN registration.
- Students will register for the following semester at WFU while they are abroad in Barcelona. Students may choose to meet with their advisor prior to going abroad to discuss courses for the semester that they return to Wake Forest, and will be responsible for registering while they are abroad.

- **Complete Your WakeAbroad Account**

- You are responsible for completing all steps in your WakeAbroad account prior to departure. Failure to do so may result in being expelled from the program.

- **Make travel arrangements**

- Check with the WFU Center for Global Programs and Studies for program dates.
- Consider flights to Barcelona airport that coincide with group transport offered by the on-site Wake Forest team. We can take you right to your accommodation!



PACKING



When you pack, keep in mind: It is better to underpack than to take too much! You can buy most of what you need in Barcelona, so do not bring more than you can carry comfortably for a substantial distance. Do not take more than one large suitcase, a backpack (preferably a hiking-type pack with a detachable daypack, which you can use for day trips and classes), and a carry-on. If you can take even less - perhaps one medium suitcase with a hiking pack stuffed inside - great. It's not a bad idea to make a list in Spanish of the correct words for everything you will need to buy on arrival; that will make your first shopping trip much easier.

The following items must be carried on your person during the flight to Spain:

- Passport (with Visa stamp)
- Airline ticket and itinerary
- Cash, credit card, traveler's checks, etc.

You are strongly encouraged to have the following in your hand luggage:

- At least 50 to 200 Euros €€ cash to cover initial arrival expenses
- Wake Forest student handbooks and all important documents from the program

The weather in Barcelona has been compared by some to the SE coast of the United States and over the course of the semester you will experience a mild transition of seasons. While it will be quite warm at the beginning (fall) or end (spring) of the semester, students are often surprised at the need for warmer clothes during the cooler months of November to February.

Fall semester students should consider packing some light outerwear like sweaters, windbreakers, and jackets. You should be prepared for possibly hot weather in early September, comfortable weather in October and maybe November, cooler and wetter in November and December.

Spring semester starts in January so it is really "winter" semester. It starts out cold and often wet in January (with average temps low 40s to mid 50s), but gradually warms up in April (with average temps lower 50s to upper 60s). Although it isn't unusual to have a beautiful 70-degree day in March! Spring semester students should consider packing some moderately warm winter clothes as well as light outerwear like sweaters, windbreakers, and jackets.

Black is the staple wardrobe color in Spain, but it is amazing how similar their clothes are to current American styles with a rainbow of colors and styles. Focus on how to make your wardrobe mix and match best. *On a more important note, be sure to bring comfortable shoes because you will be walking up to several miles every day.*

Clothes Recommended for Women:

- 2 pairs of dark pants
- 2-3 pair jeans (the Spanish wear jeans just as much as we do.)
- 3-4 long sleeved knit shirts
- 3-4 sweaters (lightweight, cardigans are better)
- 5-6 t-shirts (a couple nice ones and some old ones for sleep, exercise, or wearing under other clothes)
- 1 pair shorts OR 1 pair sweatpants/lounge pants (for sleeping or exercising)
- 7-10 pairs of underwear and socks
- 1 nice skirt or 1 pair of dress pants
- 1 dressy top for going out
- 1 pair tennis shoes
- 1 pair black dress shoes (bring something dressy but practical for walking - because that's how you'll be getting around!)
- 1 pair of sturdy boots (optional)

Clothes Recommended for Men:

- 7-10 pairs of underwear and socks
- 1-2 pairs jeans
- 2 pairs dark slacks or nice khakis
- 3 long-sleeved shirts (at least one nice one)
- 2-3 sweaters or sweatshirts
- 5-6 t-shirts
- 1-2 pairs shorts or sweatpants (for sleeping/exercising)
- 1 tie
- 1 pair tennis shoes
- 1 pair dark shoes
- 1 pair sturdy boots (optional)

Other essentials:

- Medium-weight coat for the November-February period
- Bathing suit
- House slippers (we do not walk barefoot in Spain!)
- 1-2 towels that you can use and throw out at the end of the semester, along with a washcloth or loofah
- Enough prescription medication to last the whole term
- Any over-the-counter medicine that you rely on or take regularly; for example, if you get frequent headaches and Motrin is the most effective medicine, bring a large bottle
- An extra pair of contact lenses and your glasses if you use them
- A travel-sized amount of toothpaste, shampoo, etc. for your first few days. You can buy almost any toiletries you need once you're there.
- NOT recommended but IF you bring a hairdryer, curling iron, electric razor, etc. remember that you will need an adaptor to fit the European-style plugs, which have two round prongs. Once in Spain, *you may also need to get a volt converter to prevent blowing out your appliance, since Spanish electricity is at a higher voltage* than in the U.S. (220V). You will find it easier to buy a cheap hairdryer, etc., in Spain - it will save room in your suitcase and the cost will be similar to, or even cheaper than, buying adaptors and converters.
- A travel, battery-operated alarm clock
- A camera + adaptor
- A money wallet or pouch for carrying cash or traveler's checks under your clothes
- And of course, don't forget your toothbrush!

Not essential, but recommended:

- A good paperback Spanish/ English dictionary
- A Spain guidebook - Lonely Planet, Let's Go, or Rick Steve's are all good choices. Lonely Planet seems to be very oriented towards college students and their budgets! A very good choice. Rick Steve's does not include all Spanish cities, but

he gives good opinions on what to see and what you can skip which can be useful in planning trips.

- Maps of cities you plan to visit outside of Spain
- More than three pairs of shoes.

Do not bring uncomfortable shoes nor very delicate clothes - remember you will be walking several miles every day, and washing and wearing the same clothes again and again will destroy anything valuable or irreplaceable

Do not bring anything with you that you would be very upset about losing. Nice jewelry, things with sentimental value should be left at home.

When packing, remember that you really can buy anything you need in Barcelona.



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Arrival in a new environment can be overwhelming! Your Barcelona team will attempt to make your transition as painless as possible, but please remember and anticipate that the first few days will be tiring and probably a little emotional for you. The combination of travel and jet lag will also wreak havoc on your body when you first arrive. Remember that Spain is six hours ahead of Eastern Standard Time! Despite your inclination to take a nap and succumb to the exhaustion when you arrive, the best thing to do on the first day is to force yourself to stay awake until the evening. This should help you sleep through the night and get adjusted to the new time zone.

Flight Arrival

Your Barcelona team will come to the airport to meet you if you are at the Group Meeting Point at or before the Group Meeting Time. We can take you directly to your student accommodation, a service you will really appreciate after flying all night from the USA. Alternatively you may find your own way to your accommodation.

All students should be arriving at Barcelona–El Prat Airport (BCN).

After clearing customs and immigration you should go to the group meeting point. We will send the exact meeting location closer to your departure date. Please note that the meeting point will be in Terminal 1. This means that if you arrive into Terminal 2 you will need to take the transfer bus to Terminal 1.

Depending on your arrival time you may need to wait at the meeting point before departure.

If you are arriving separate from the group flight then you will need to provide your own transportation to your housing. Please let us know about this as soon as possible so that we can provide you with specific instructions on transportation and checking in.

If you are arriving before the program start date then you will need to find your own housing until the program start date. Please let us know if you fall into this category so that we can make arrangements for you to move into your housing on or after 12.00pm on the program start date.

We recommend that you contact home to let everyone know that you've arrived safe and sound.

Minimize Jet Lag!

Immediately set your watch to Barcelona time and stop mentally converting to US time. Stay hydrated. Stay awake until a somewhat normal bedtime. Do not let yourself succumb to the temptation of the five-hour afternoon nap. If you must nap, set an alarm...or several! Set an alarm or sleep with the blinds open so that you can wake up at a reasonable hour the next morning.

You may be tired for the first few days, but the more quickly you can get yourself on a European time schedule, the more quickly you can really start to enjoy life in Barcelona.

Orientation in Barcelona

The group will have an on-site orientation during the first few days of the program. Your Barcelona team will use this time to orient you to Barcelona and to take care of all important practical tasks. There will also be some fun and active events planned during the first few days, designed to introduce you to your new city.

All students will also be oriented to their student housing. Furthermore your hosting university (UAB) will provide their own brief welcome orientation to help you make the best use of their academic facilities, services and opportunities.

All orientations are MANDATORY and not optional. Many people spend a lot of time and effort to organize these for your benefit. You will receive a detailed orientation schedule upon arrival in Barcelona.

WAKE FOREST BARCELONA CENTER



WFU Barcelona Center is your second home in Barcelona. You can go there to study, to meet other students, to read, to chat, to Xerox, to print, to have some coffee/tea or to connect to the Internet. You will be able to meet with your on-site team and talk with them about any concerns you may have regarding your experience in Barcelona whether related to classes, housing, cultural activities, excursions, or anything else.

Remember, however, that you are in Barcelona to immerse yourself in the language and culture of Spain. It would be unwise for you to spend most of your time at the WFU Barcelona Center, emailing or chatting with your friends in the USA instead of interacting with Spanish people. And we will push you out of the Center if we feel you spend too much time there. In a direct fashion, Spanish-style!

GENERAL RULES OF THE WFU CENTER

1. No smoking anywhere in the Center.
2. No amplified music: headphones/earphones only.
3. No alcoholic beverages may be brought into, stored or consumed in the Center.
4. Turn off the lights that you don't use and close the doors when you leave.
5. You can only visit the Center during office hours.
6. Only members of the Wake Forest community are allowed to come to the Center.

CENTER ADDRESS: Avenida Diagonal 345, Piso 2, Barcelona 08037
WIFI: Network = Deacon-Beacon // PW = WFUov3rs3as

RESPONSIBLE BEHAVIOR

Included in this guide is the document “Words of Caution” in which you will find a section addressing “Responsible Behavior for WFU/Barcelona” (Appendix A). You are asked to read it carefully. It states the main guidelines to keep in mind during your semester abroad. They are meant for your own protection and to maintain the integrity of the program.

Most important is the policy about alcohol. It is unfortunate that students have not always been responsible about the amount of alcohol they consume. Because of excessive drinking, students have found themselves in dangerous situations. A 2008 survey conducted by PREPARE found that at Wake Forest, more than three-fourths of the reported incidents of coerced sexual activity involved alcohol or other drugs. *Manage your alcohol consumption very carefully.*

Please, make sure you act responsibly when you consume alcohol.

During orientation in Barcelona you will need to read and then sign the “Responsible Behavior for WFU/Barcelona” and “Alcohol Memorandum” document, and turn it into the onsite staff in Barcelona.

CONTACT PROTOCOL FOR STUDENTS

Kristin Hickey is your first contact while in Spain. She can help you resolve issues or questions related to academic, extracurricular, housing and more. Please reach out to her first with your questions.

If you have questions about credit transfer, transcripts from UAB, or things related to Reynolda Campus please contact your study abroad advisor from the Center for Global Programs and Studies (studyabroad@wfu.edu)

In a true emergency situation you can contact Kristin, Helena, Jaime or Ryan or the Spanish Police. The emergency number in Spain is 112.

YOUR EXPECTATIONS

Most students expect at least three things from their semester abroad: a unique academic experience, a chance to interact with people from other cultures, and the opportunity to travel. Your program is designed with these expectations in mind, but the onus is on you to make the most of the opportunities available. Before you leave, it is helpful to identify your expectations, consider them thoughtfully and prepare yourself for the ways that you can take the best advantage of your time overseas.

Before leaving for Spain, learn as much as you can about Spain – and about Europe in general. The more you know about Catalan (and Spanish) politics, economy, art and history, the better. Read Spanish newspapers and magazines on the Internet, even before you leave the USA. At the same time, brush up on your knowledge of American

history, politics and culture. Europeans, in general, are very politically conscious and may know even more about your country than you do! The more informed you are, the easier it will be to discuss your background with your newfound friends and colleagues.

When you first arrive, you will probably find it difficult to set your priorities and find a balance between your responsibilities as a student and your desire to be a tourist. There will, of course, be ample time for you to travel on weekends and to discover other places. These ventures do play an important part in anyone's semester abroad. **However, you should avoid planning a trip for every weekend of the semester!** You will want to leave yourself time to explore Barcelona (and Spain) and, of course, to complete all of your academic requirements. There is ample time to travel at the designated breaks or even at the end of the semester.

GETTING INVOLVED

How are you going to work on fulfilling those expectations?

Wake Forest students can have daily interactions with Spaniards in your homestay families, *residencias* and *pisos* as well as throughout your daily routine. Your classmates will be other international students. However, how will you meet Spanish and Catalan friends?

It will be a bit different than at home, so think about your hobbies. Do you play a sport? What types of clubs and activities are you involved in the US? Check out the websites of your host university in Barcelona (UAB) and the city of Barcelona to see what activities you might be able to join while you are there. And don't put it off! Before you know it, you will be on the plane returning to the USA.

Not sure where you start to get involved? Speak to Kristin when you arrive about what you would like to do and she can help direct you on where to start.

LIVING IN BARCELONA

History of Barcelona

The first human settlements in Barcelona date back to Neolithic times. The city itself was founded by the Romans, who set up a colony called **Barcino** at the end of the 1st century BC. The colony had some thousand inhabitants and was bounded by a defensive wall, the remains of which can still be seen in the old town. For over 200 years Barcelona was under Muslim rule, and, following the Christian reconquest, it became a county of the Carolingian Empire and one of the main residences of the court of the Crown of Aragon. The fruitful medieval period established **Barcelona's position as the economic and political center** of the western Mediterranean (see map below). The city's Gothic Quarter bears witness to the splendor and wealth enjoyed by the city from the 13th to the 15th centuries.





From the 15th to 18th centuries, Barcelona entered a period of decline, while it struggled to maintain its economic power inside the Spanish empire. This struggle ended disastrously in 1714, during the War of the Spanish Succession, when the city fell to the Bourbon troops. The new king, Felipe V, implemented more centralized rules –following the French model– aiming for a more rational bureaucracy. This process aspired to homogenize rights and duties for all citizens living in Spain. A period of cultural recovery began in the mid-19th century with the arrival of the development of the textile industry. During this period, which was known as the *Renaixença*, Catalan regained prominence as a literary language.

The 20th century ushered in widespread urban renewal throughout Barcelona city, culminating in its landmark **Eixample district**, which showcases some of Barcelona's most distinctive Catalan art-nouveau, or modernista, buildings, including the one hosting the Wake Forest Barcelona Center. The Catalan Antoni Gaudí, one of the most eminent architects, designed buildings such as the Casa Milà (known as La Pedrera, the Catalan for stone quarry), the Casa Batlló and the Sagrada Família basilica, which have become world-famous landmarks. During the Civil War in 1936-39 and the subsequent dictatorship, political freedom was severely restricted all over Spain. Franco tried to ban Catalonia's cultural distinctiveness, while, simultaneously, offered important economic benefits to the region. As a result, millions of Spaniards from more impoverished zones, such as Andalucía, Extremadura or Castilla la Mancha migrated to Catalonia seeking better employment conditions. Barcelona society regained its economic strength and, with the reinstatement of the Spanish democracy in 1977, the Catalan language finally became official. Hosting the 1992 Olympic Games gave fresh impetus to Barcelona's potential and reaffirmed its status as a major metropolis. In 2004, the Forum of Cultures reclaimed industrial zones to convert them into residential districts - an example of the renewed vigor with which Barcelona is looking towards the 21st century. *[Special thanks to the Barcelona Tourism Office.]*

Population

As of 2013, the population of Spain was 47 million, of which Catalonia included 7.5 million or 16% of the total. Catalonia is comprised of four provinces, with the following populations:

Barcelona: 5.5 million

Tarragona: 809,000

Girona: 760,000

Lleida: 440,000

Quite clearly, Barcelona province forms the population hub of Catalonia. Out of its population of 5.5 million, more than 2 million live in Barcelona county and about 1,000,000 of them within the Barcelona city limits.

Castellano and Catalan

Catalonia is a bilingual region: Catalan and Spanish are equally used. Catalan is the native language and was historically the hegemonic tongue, and the language prioritized by the Catalan institutions. However, due to the prohibition of the Catalan language throughout the dictatorships in the 20th century, and also due to economic development and the fact that so many immigrants from elsewhere in the world have settled in Catalonia, the Catalan language now exists alongside Spanish (castellano), as well as such other languages as English, French, German, Arabic, Berber, Tagalog, etc

75% of the population of Catalonia speaks Catalan, and 95% understands it. Almost everybody speaks Spanish, and a lot of people, especially young people, can express themselves in English.

Most likely you will speak *Castellano* and English most of the time, although we hope you will develop a basic vocabulary of Catalan words and phrases. This is a multilingual city and we expect you to be multilingual, too.

Current Issues

Some contemporary issues are quite local whereas others relate to a wider European and global context. While here you will probably hear, read and see information about...

- Catalan Independence: as of 22nd October 2017 there is a showdown between the current autonomous government of Catalonia and the central Spanish government in Madrid. The Catalan government organized an independence referendum on 1st October which the Spanish government declared illegal and used its powers to prevent, although in the end approximately 40% of the electorate turned out to vote and probably 90% of them voted for independence. The suppression of the vote included some incidences of violence on the part of Spanish police, provoking an outrage in Catalonia, which then threatened to declare independence unilaterally. The Spanish government responded to this by declaring its intention to rescind many of the autonomous powers exercised by Catalonia, in accordance with the Spanish constitution. This latest move may prompt the Catalan government to officially declare independence from Spain although there is no certainty of this happening. Does this mean you'll start your semester in the newly independent Republic of Catalonia? Probably not. Does it mean you'll be unsafe? NO. But it does mean you can expect political tension and uncertainty as a new political order is established and agreed, probably not only in Catalonia but in Spain in general. An exciting time in Spanish politics! It also means your exposure to the national identity and cultural aspects of Catalonia and its people will be impossible to ignore. Opinions on this issue are typically very strong, and you will no doubt come across both sides of the argument, as well as meet people who are unsure as to the best future path for Catalonia and Spain. Spain is a multinational state, with Catalonia as one of

its four nations. Europe is also multinational, each state containing more than one people. So much to learn.

- Economic Crisis: which began in 2008. Unemployment reached 25% but is now about 21%, which is still very high. Purchasing power has fallen sharply for many families, public services have been slashed due to government necessity to make cost savings...it's bad. You may not realize the extent of this crisis as you will frequent restaurants, bars, clubs and shops where people do have money. But quite likely you'll also see people picking through the trash, wheeling trolleys of whatever useful things they find in those bins, beggars on street corners and more. On the other hand there are macroeconomic indicators that suggest we have turned the corner and in fact the economy is now creating jobs. Spain as a whole expects its GDP to grow by 3% this year, very high by OECD standards.
- Corruption: during the past few years, many scandals have come to light about the corruption of public officials by private businesses, especially during the construction boom we enjoyed during the 2000s decade. Every week the press gives us more stories about corruption, fraud, tax evasion, and more. Public faith in politicians seems to be at an all-time low. This has created a notable fragmentation of political leadership.

These are just three examples. Use your time in Barcelona to hear differing opinions about all three, form your own opinion and widen your knowledge by discovering even more issues.

READING ABOUT BARCELONA AND SPAIN:

Books: *The New Spaniards* by John Hooper, *Homage to Barcelona* by Colm Tóibín, *Cathedral of the Sea* by Ildefonso Falcones, *The Shadow of the Wind* by Carlos Ruiz Zafón, *Barcelona, Catalonia: A View from the Inside* by Matthew Tree, *An Olympic Death* by Manuel Vázquez, *Barcelona, the Great Enchantress* by Robert Hughes, and *From Barcelona: Stories Behind the City* by Jeremy Holland.

Press: *El País* (there is an English-language version), *El Mundo*, *La Vanguardia* (our chief Catalan newspaper, with both Catalan and Spanish-language versions), *Televisión Española*, *Televisió de Catalunya* (all have websites).

Barcelona: www.barcelonaturisme.com/ www.bcn.es/

In and around Catalonia: http://www.gencat.cat/turistex_nou/home_ang.htm

U.S. Department of State Travel Information Sheet for Spain and Andorra: http://travel.state.gov/travel/cis_pa_tw/cis/cis_1024.html

3-MINUTE GUIDE TO Some SPANISH CUSTOMS!

You will soon notice differences between Spanish and US customs. It is not a question of which customs are better or worse; they are simply different.

- Tips: Spaniards do not leave tips in restaurants, taxis or any other place. Only if you wish to reward the person for especially good service, you may do so, but it is never obligatory. You should not feel forced to tip.
- If you are at a restaurant and have not finished your food, it is not customary to ask for a bag to take it home. There are no doggie bags in Spain. Despite so many dogs in Barcelona!
- Taxis in Barcelona are black and yellow like bees. All taxis are required to display their meter.

· Restaurant Schedules:

- i. Breakfast: 7:00-10:00
- ii. Lunch: 13:30-15:30
- iii. Dinner: 21:00-23:30



- b. Shops: typically open 10:00-14:00 and 17:00-20:00 (although some stores do not close during lunch hours, especially in tourist zones).

· Differences in Communication:

- a. Spaniards tend to speak somewhat loudly but do not scream in the streets.
- b. It is common to hear many conversations taking place at the same time. Although it may seem like people are agitated or angry, that is not the case. They are simply expressing themselves.
- c. Spaniards gesticulate a great deal.
- d. Physical contact is very normal while in conversation (tapping on your arms or hands; shaking hands or kissing twice on cheeks when meeting someone; hugging). Although there is always the possibility of abuse, please do not take these gestures to be sexual harassment just because they are different from what you are used to.
- e. Physical space is not respected as it may be in the States. People get closer to you when talking.
- f. There is some notion of PC (Political Correctness) in Spain but not at the level of the States. Spaniards tend to be quite direct and they do not mince words in their opinions whether they are positive or negative. Be prepared to hear racist, sexist and political opinions expressed.
- g. It is normal for people to stare at strangers in public.
- h. If you do not understand when people talk to you, ask them to repeat more slowly.



CULTURAL LIFE IN CATALONIA

Local festivals and celebrations are firmly rooted in Catalan tradition. There are several different types in the different towns and cities of the country. Some are related to religious events and celebrations, others are not. The most famous of these include the *Patum* in Berga, *Carnival* in Vilanova and Sitges, the *Sant Narcís Festival* in Girona, the *Festa de la Llum* in Manresa and the *Festes de Segar i Batre* in several towns.

Less ancient but nevertheless equally popular festivals include the *Diada de Sant Jordi* in April (like a Catalan version of Valentine's Day), when towns and cities are full of stands selling books and roses. The idea has caught on in such far-flung cities as Tokyo. Another hugely popular festival is *La Mercè* in late September (only in Barcelona) and *Sant Joan* in late June, the celebration of the summer solstice when bonfires and firework shows can be seen in the streets. Sant Joan night shares a lot in common with the celebrations in such other countries as Ireland, where couples jump over fire as a way of ensuring they will have children.

With hundreds of years of history behind it, Catalonia has plenty of folklore covering a wide range of fields and activities, from *castells* (human towers) to *pastorets*, (a kind of 'alternative' nativity play), *the sardana* (a local dance), the *correfoc* (parade of fire-breathing beasts) and *havaneres* (sailor's songs). If you go and see these things, you will feel a lot more comfortable if you first find out what to wear. Wear summer clothing to see the castells and a hat to protect you from the sun; and wear (old) cotton clothing to cover your body when watching the *correfoc* (along with the obligatory hat and neckerchief), etc.

If you are only in Catalonia for a while, you will never have enough time to see all the cultural events that occur throughout the territory all year around, though especially in summer. Barcelona is seeking to challenge such cultural strongholds as London, and is home to many big music and stage festivals (such as the *Grec Festival*, *Primavera Sound* and *Sónar*), but other towns and cities also have plenty to offer. As ever, the Internet is the solution, and it is also where you will find out about discounts, especially those for students. [*Special thanks to the UAB.*]

Films

Some Spanish films are well-known internationally, although many are not. Some are available at local video stores. Aside from practicing your Spanish, films can help you place Barcelona in the right context, allowing you to gain a better understanding of the local cultural landscapes and ethnic diversity.

FOOD, DRINK AND SOCIAL LIFE

We have three or four meals a day: *l'esmorzar*, in the morning; *el dinar*, at midday; *el berenar* (for some people, especially young children), in the late afternoon; and *el sopar*, at night. Of these meals, *dinar* and *sopar* are the main ones. This is unlike

other cultures, such as that of Britain, where breakfast is much more important and lunch is often just a snack. Some people do have a little something to eat before they leave home in the morning, especially if that's before 8:00 am, and they may have something else to eat around 10:00 am, which is often a sandwich or a cake (*croissant*, *ensaimada*, etc).

Like any good Mediterranean country, friends and family often involve meals in their social occasions. It is a common practice to meet for lunch or supper to share experiences, celebrate occasions or simply enjoy getting together to enjoy some good food, either at somebody's house or in a restaurant. And that is not just between the family or among friends. At work, employees often organize meals together, sometimes on a semi-informal basis, and it is normal practice to close business deals by going out for a meal.

Catalonia has plenty of culinary delights to offer. In urban areas, especially in and around Barcelona, there are increasingly more ethnic restaurants and cuisine from other countries, such as Chinese, Indian, Pakistani, Lebanese, Mexican and Tibetan. You will also find food from the different communities of the Iberian Peninsula, such as Basque *pinchos* and *tapas*, which might form an important part of the local cuisine, but were actually imported here by immigrants from the rest of Spain that settled here in the 1950s and 1960s.

It is getting harder to find proper Catalan cuisine at an affordable price. What you should look out for are the small bars and restaurants offering homemade midday menus at reasonable prices (between €8 and €12, and often including dessert and coffee), and where you will find all the things that typical Catalan families like to eat: ***arròs a la cassola*** (or paella), ***macarrons amb tomàquet*** (macaroni with tomato sauce), ***escudella i carn d'olla*** (Catalan casserole), ***botifarra amb seques*** (sausage with beans) or ***escalivada*** (grilled vegetables).

These are just a few of the most typical dishes, but to really discover Catalan cuisine, you need to get out into the provinces: take a train and visit some of the towns on the Maresme coast (north of Barcelona), try the gastronomic delights of Girona, or head down south to Tarragona and the Terres de l'Ebre. Here you will find all kinds of ways of serving rice, meat and baked fish, and some surprising combinations of sweet and savory in Catalan desserts. A whole culinary universe awaits you, which goes much further than the ubiquitous ***paella***, ***truita*** (omelette) and ***pa amb tomàquet*** (bread and tomato).

Drinking alcohol is a tradition among adults that you find accompanies most meals and celebrations involving family and friends: and wine and cava are the most widespread drinks of all. The legal drinking age in Spain is 18. Otherwise, drug and alcohol laws in Spain are similar to those in the USA. If you have questions, ask your Barcelona team for guidance.

If you consume alcoholic beverages, please do so in moderation. As Wake Forest University students you are still bound by the code of conduct and the responsibly behavior documents that you signed. Judiciary action will be taken if needed. However our main concern related to alcohol consumption is your safety, so please be careful.

The Restaurant Scene

Going out to restaurants does not have to burn a hole in your pocket. You can pick and choose from some of the best food in the world (everybody has heard of Ferran Adrià

and the eccentricities of El Bulli restaurant!); while at the other extreme you have international fast food and more local options, such as sandwiches, tapas and cheap food from all corners of the globe. You just need to know where to go and keep an eye on the prices.

Smoking

Recently, it became illegal to smoke in public spaces, such as government buildings, schools and universities, restaurants and bars. You will find designated smoking areas, which are generally located outside of the actual building. Despite this new legislation smoking remains one of Spain's most popular activities, and Barcelona is no different.

Religious Practices and Observance

The majority of the population consider themselves Roman Catholic. There is, however, a minority of Protestants and other faiths also represented. Church and religious-related activities play an important role in the social, everyday life of Barcelona. You should not feel intimidated or pressured by the wide spread nature of Catholicism. Nobody will think less of you should you choose not to attend religious services. In fact very few young people attend church at all; most of those who fill the pews on a Sunday are middle-aged or older.

RELATIONSHIPS AND RELATED TOPICS

Social Interactions

One of the stereotypes that tends to be attributed to Spanish culture is that the people are extremely expressive, open and welcoming. That may be true in some cases, but in Catalonia the people might generally appear somewhat more distant and reserved when it comes to social relationships. But like anywhere else, it is best to keep an open mind and avoid making generalizations. In fact, there is no need to worry, because what the Catalans call *tarannà*, which may seem aloof at first, becomes much warmer and more solid as a relationship progresses.



Your special group of friends, known as *la colla*, is very important to young Catalans. Most people have a group of extremely close friends of the same or different sex with whom they build a highly trusting relationship. These people become veritable confidants and social partners that will often go through life together in much the same way. When you first arrive in Catalonia, you might find it harder to make friends than you had hoped, but when you finally do form friendships, you may well find that they last forever.

In informal situations, the way Catalans speak may seem highly direct and lacking in manners. It is a far cry from the ceremonious language that is so common in many parts of Asia and South America, with so many flowery expressions of courtesy. There is far less of that here, so don't be offended if somebody asks for something without adding the corresponding Catalan phrase *si us plau* (please). Nevertheless, you should still expect to be treated politely and respectfully, and you generally will be.

In comparison with other people around the world, but in common with other Mediterranean regions, in Catalonia we tend to make much more expressive gestures and body movements as we speak. And as well as using our bodies more, we also touch each other more. A hand on the shoulder, a pat on the back, a kiss on each cheek, and so on.

When walking down the street, travelling on the metro or sitting in a bar, you may find somebody of either sex is staring at you directly in the eye. Don't be alarmed. In some cultures, especially Asian ones, direct eye contact between a man and a woman can mean more than mere curiosity. But here there is nothing particularly unusual about people staring at each other, and even acknowledging each other with a small gesture, in some cases.

Dating

Like anywhere else, you'll find a bit of everything in Catalonia. Catalan society is culturally monogamous and what normally and traditionally occurs (Catholic morality still affects the Catalan way of behaving) are stable relationships between two partners: hence we say *tenir parella* (have a partner), *tenir hòvio/nòvia* (have a boyfriend/girlfriend) or *sortir* (go out) with somebody. Although relationships between younger people are generally more sporadic, they tend to use the same vocabulary. You will also hear people describing somebody as *un/a amic/amiga* or *un rotllo* when saying that it is nothing more than a short fling.

Political (in)Correctness

One of the first things you will notice after a few days in Spain is that the idea of political correctness is a product of the U.S. society and culture, and not observed in Spain in general. You will often hear people described by the way they look in a straightforward way. For instance, if a person is overweight, they will probably refer to that person as a *gordita/o* (fat person), rather than calling her/him heavy, chubby, big or big-boned. However, this is not done with the intent to offend. This is how things are, and the best attitude you can have is to try to get used to this and not let it get to you or take it personally.

GLBT Issues

Same-sex couples are increasingly more socially accepted in urban areas and in all walks of society. In 2006, Spain passed a law to allow civil weddings between people of the same sex. Catalonia also legalized adoption by same-sex couples. During your time in Barcelona, you will undoubtedly see same-sex partners displaying affection in public. This city is generally considered gay-friendly.

Ethnic Diversity

Barcelona is a cosmopolitan city where it is estimated that at least 25% of the population were born outside Catalonia. This includes Spaniards from other parts of the Iberian Peninsula, but also significant populations of Latin Americans, Romanians, Moroccans, Africans, English and many more. You will witness this diversity on a daily basis. Welcome to Barcelona: welcome to the world.

Racism & Discrimination

As in many places, people do not normally consider themselves racist or discriminatory against any particular group or minority. However, you will notice that racism here exists and while not typically aggressive, it is real and apparent, especially towards the Roma, Moroccan and African communities. US students rarely report feeling discrimination directed towards them, although it is possible. Feel free to talk more with your Barcelona team about this issue.



ACADEMICS IN BARCELONA

Part of your cross-cultural experience includes embracing the differences you will find at a Spanish university. While you will be recognized as a visiting student in Spain, you will also be expected to adjust to the norms and systems of the Spanish university. Some of the differences include university administration, the formality of relationships between students and professors, instruction style and assessment and grading standards.

University administration in Barcelona exists to support the functions of the university programs much as it does at your home campus. You will mostly interact with the Study Abroad team at the UAB during your stay in Barcelona to handle matters regarding your registration and enrollment in the university program. As they do their best to support you, be patient and accepting of the different timelines and availability of information compared to what you are used to at home. For example, class schedules are not accessible directly online.

While at UAB your courses will be taught by regular professors from the University and will most likely be from Barcelona but may also be from other parts of Spain and from across the world. Not only are they a wonderful resource for your learning in their area of expertise, but they can also be excellent cultural interpreters and guides to help you navigate your new surroundings. In the Spanish classroom, professors are recognized and respected as the experts and authority and may prefer a more formal relationship with students than you may have with professors in the USA. On the other hand, you may find relationships are more relaxed, there is usually nothing wrong with using the *tu* form to address a professor in Spanish, and it is not all that unusual to see students and lecturers enjoying a coffee together.

You will be expected to adhere to their rules and guidelines while in the classroom, and of course should be polite and respectful in all of your interactions.

Over the course of the semester, you will have various assignments and assessments as you would on your home campus. However, the weight given to each assignment may not be as equally distributed as you may be used to. Typically, final exams carry much more weight than other assignments and are used as a way to assess a student's knowledge of the content covered in the full course. In addition, your final exams may

include an oral component. In fact, in order to prepare for the intensity of the final exams, Spanish students usually have a month-long study period prior to exams in order to fully prepare; however, the semester is adjusted for visiting students to accommodate a shorter examination period.

The 1-10 grading scale in Spain looks very different from the letter grades you receive in the US. While on your home campus you may be used to receiving all A's and B's, in Spain, the highest grades are reserved for only 1 or 2 students in the whole class and it is very rare that a student receives a 10. Instead of starting with a perfect score and having points taken off for missing or incorrect answers, *in Spain students start with a 0* and "earn" points by providing correct information. While U.S. students tend to earn grades on par with what they receive at home, you should be prepared to discuss the expectation of the course with each of your UAB professors and check in with him or her regularly to ensure that you understand the material that is being covered and their expectations of you. GPAs and grades are not emphasized to the extent they are in the USA so professors will not understand nor appreciate if you appeal your grade on the basis that it will hurt your GPA back home.

Remember that you have come to Barcelona to participate in an academic program, not in a European vacation. The courses you take in Barcelona will count towards your GPA; if you do not apply yourself as you do on the Wake Forest campus, your final grades will suffer.

Fuller details on what to expect academically will be shared with you during your academic orientation at the Universitat Autònoma de Barcelona (UAB).

**Studying at the
Universitat Autònoma de Barcelona**



"Universitat Autònoma de Barcelona is a publicly funded university ... a young, dynamic institution, and is among the best academic centres in Spain, both for the quality of its teaching staff and for its excellent research. Currently the university offers 78 bachelor degrees, 302 programmes of continuous training, 169 master degrees plus 85 Phd programmes. Over 43,000 students (around 2,500 international) ... Research production is also a major subject at an international level. ... UAB encourages student participation in volunteering programmes, social programmes and international cooperation programmes." (UAB Web site)

UAB is ranked among the top universities in the world in the QS World University Ranking System and is ranked especially high in Social Sciences & Management and Arts & Humanities. QS says, "The University is among the best education establishments in Spain and the European Union in terms of the quality of teaching and research, and its aim to prepare professionals with the profiles needed by society."

Most international students at the UAB take classes with the Study Abroad Program which is where you will also take classes, mixing with non-US students in some cases.

Those classes are located at their Sant Pau Campus located near the city center between the Dos de Maig/Sant Pau and Guinardo metro stops on the L4 metro line.

Sant Pau Campus - The UAB Study Abroad Office and team is located here. It is in an historic and gorgeous hospital building converted into the university. There are local students about, primarily graduate students or continuing education. There is a nice cafe in the main building. This has a sort of campus feel. Most or all of your classes will be taught on this campus.

Eixample Campus - The business and politics electives are based here. Students on this campus are entirely international. Very centrally-located, 10-15 minute walk from Plaza Catalonia.

Bellaterra Main Campus – This is about half an hour from downtown by metro. It is a large American-style campus and is where the bulk of local undergraduate courses are taught. It also has numerous extra-curricular activities (sports, theatre, dance, societies) that are open to you.

Spanish classes are typically limited to 15 students, while electives may have up to 30. These small sizes ensure quality of instruction, debate and participation.

Student Organizations

In Catalonia, associationism (forming and joining societies) is a social phenomenon. There is a wide network of associations which offer the chance to connect with other people to do all kinds of activities. This is especially true of the university scene, especially in terms of volunteering, offering plenty of opportunities for charity work.

At the beginning of the semester, the UAB organizes the **International Students Welcome Days**, which include a welcome meeting and a UAB societies fair, so you can see the different possibilities the UAB offers international students. There you can find out more about organized activities, programs, cultural opportunities, sports and more. These opportunities will also be shared with you during the UAB academic orientation.

Student Status

You are a full-fee, non-degree student. This means that you are a full-time student enrolled in a degree program at UAB, but that neither you nor your host university expects you to complete your degree here. In all other respects, you are subject to the standard regulations of your host university and have the same rights, privileges and obligations as regular degree-seeking students.

Classroom Expectations

Just as with every other adjustment process you will go through while in Barcelona, academic adjustment is to be expected. For you to have a good experience, it is important that you understand that academic systems, teaching and communication styles are also different than at your home institution. However, if you are flexible and learn to accept changes, you will most likely have an academically successful experience. Following are some tips to help you adjust more quickly.

Etiquette: There are certain rules of classroom etiquette that you should always follow. Eating in class is not acceptable; do not bring food nor drink (except water) into the

classroom. Please refrain from removing your shoes or putting your feet up on desks or chairs.

Communication: It is important to get the names, phone numbers and e-mail addresses of some of your classmates. If you miss class, professors expect you to contact other students to go over information covered in that class.

Language Skills: If you are taking a class in *Spanish* or *Catalan*, it's normal that you feel frustrated with your level at the beginning of the program. You might find yourself thinking that you can't communicate successfully in *Spanish* or *Catalan*, verbally or in writing. Please be aware that you are going to need some time to acclimate yourself to the local accent, vocabulary and grammar. Little by little, you will understand more and communicate better.

Assessment and Structure: The way in which your academic work is evaluated may also be different and in every case will depend on your professor. S/he may give you one final exam only...or several papers through the term...or require a written midterm then a final oral presentation. It's also important that you come to class well prepared and do your suggested readings progressively. Be forewarned that professors do NOT remind students about the readings. They assume you already know how to manage your time. Additionally, you must take the final and/or turn in all final papers or exams as noted on the syllabus. Professors will not change the due date of a final nor any assessed work.

Ethics: All Barcelona classes abide by the same Honor Code as classes on campus. All course work you turn in has to be your own work. Tutors or other people from whom you may get assistance can help you understand some concepts and practice the language, but may not help you do assignments for which you are going to be graded. If you use material from some source, apply the appropriate rules for crediting those sources. If you do not, you will be committing plagiarism. You will also face judicial action at Wake Forest for any honor code violations that occur while abroad.

Class Attendance: This is obligatory, just as it is on the Wake Forest campus. The rules described in the Wake Forest Bulletin pertaining to class attendance apply to classes in Barcelona. Professors will take roll and if you miss class your final grade will be affected. If you miss because of illness, you will need to present a written justification signed by the responsible person (doctor or medical assistant) where your absences are justified by date. If you miss for other reasons, contact your host university UAB immediately and explain the reasons.

Tardiness: You are expected to be punctual. Some professors lock the door once class begins, which will cause you an absence. Even if the professor and/or other students are late, you are expected to arrive on time. If your professor is not there on time, don't worry; he/she will show-up.

Approaching Your Professors

Your professors have office hours posted on their office doors. However, if you would like to ensure a meeting, request an appointment via e-mail at least three days in advance. If you want to speak with your professor and have not made an appointment, it is advisable that you arrive early and wait in the hallway to catch him/her before class begins.

If you have a question about how to approach your professor or if you find yourself in a particularly confusing situation, please ask your Wake Forest Barcelona team for advice. Additionally,

- Don't expect faculty to go out of their way to find out what you need or want.
- If you disagree with an opinion expressed in class, kindly approach the professor after class and address the issue with him/her directly. Never put a professor on the spot in front of the other students.
- Let the professor know that you are truly interested in the material.
- Don't approach your professor mentioning what people do in the USA!
- Remember that you are in Spain and should be prepared for academic, social and cultural differences.
- Don't approach your professors with late work expecting that he/she accepts it without consequence.

Textbooks and Reading Lists



Textbooks in Spain are expensive; you will most likely not be required to purchase textbooks for any of your classes, apart from activity workbooks for your Spanish language class. Instead, faculty put much of the reading material online, along with *fotocopias* (coursepacks) and putting materials on reserve for you.

Remember that reading widely from the “suggested readings” list that is distributed in your course is not really a “suggestion”; it is essential in order to thoroughly understand the course topics and earn a good grade.

Student Identification Cards

As an international student at UAB, you will be considered as any other student and will receive a UAB - ID photocard that is valid during the official program dates. This will be given to you during the UAB academic orientation. The benefits this card grants are the following:

- Access to any of the UAB facilities on any of their campuses
- Discount on local public transportation
- Discount on cultural and sporting activities
- Occasional shopping and personal services discounts

It is important that you do not lose this card. This is the only way you can demonstrate you are a UAB student and have access to all these benefits. If you lose your ID, please notify UAB so that a replacement can be made. A replacement fee will be charged.

Academic Responsibilities

While you are enrolled in the WFU Barcelona Program, you have responsibility to both Wake Forest University and the Universitat Autònoma de Barcelona (UAB). You must adhere to the rules and regulations of both, and it is your responsibility to fully understand and adhere to these obligations. If you have any questions concerning your academic obligations please contact your Wake Forest Barcelona team.

Course Registration

During the enrollment period at UAB, it is your responsibility to ensure that:

- You remain enrolled in the equivalent of at least 12 US credits.
- You meet any prerequisites required for any courses in which you are enrolled.

Adding, Dropping and Withdrawing from Courses

UAB works hard to enroll students in courses of their choice. As it is a lengthy process requiring balancing of student needs, classroom space and professor availability, the UAB will not allow you to add or drop courses unless there is a verifiable, pressing academic need, such as being placed in a class inappropriate to your language ability. The add/drop period usually takes place the first week of class. In the event that you do change your registration, you must notify your Wake Forest Barcelona team. **Withdrawing from a course after UAB's deadline for withdrawal will result in a fail on your Wake Forest University transcript.**

Course Load

Wake Forest University requires students to register for a full course load. For this program, a full course load is 12 US semester credit hours. Additionally, US law requires students who are receiving federal or state financial aid funds to register for at least 12 US semester credit hours each semester. Failure to comply with these guidelines can affect your future financial aid awards and eligibility. Falling below this minimum may also violate the terms of your student visa and lead to deportation. You may opt to enroll in 15 hours but note that if you enroll in 15 and drop to 12 there is a financial penalty that you will have to pay to UAB.

Disability Support Services (DSS) and Accommodations

Any students seeking DSS Accommodations from the host university in Barcelona should discuss this before departure with the Center for Global Programs and Studies. In addition, you will need to bring your request and documentation to the attention of the UAB Study Abroad Office during the first week of term. You will then be instructed as to the procedure necessary to secure such accommodation; although we cannot guarantee you will be offered accommodation in all instances, UAB works hard to support students with this type of need. Please direct any questions to your Wake Forest Barcelona team during the on-site orientation.

Academic Credit

UAB uses a credit system called the European Credit Transfer System (ECTS). This allows universities throughout Europe to easily recognize the credits a student has earned, allowing for greater mobility among universities and countries. Wake Forest

University awards one US semester credit hour for every two ECTS credits. Thus, your UAB classes will carry the following weight:

UAB ECTS Credits	WFU Semester Credit Hours
6	3
12	6

Your credit translation is not based solely on contact hours, but also total burden of study.

Grades

Wake Forest University translates your UAB grades into WFU grades according to the following scales, which were created in consultation with UAB.

UAB Electives and Language Course Grades	WFU Grades
8.5-10.0	A
8.0-8.4	A-
7.5-7.9	B+
6.5-7.4	B
6.0-6.4	B-
5.5-5.9	C+
5.0-5.4	C
3.0-4.9	D
0.0-2.9	F
NP	F

UAB Core Course Grades: BEM 211, BEM 221 & BEM 241	WFU Grades
9.3-10.0	A
9.0-9.2	A-
8.7-8.9	B+
8.3-8.6	B
8.0-8.2	B-
7.7-7.9	C+
7.3-7.6	C
7.0-7.2	C-
6.7-6.9	D+
6.3-6.6	D
6.0-6.2	D-
Below 6.0	F

Completion of Academic Requirements

You are required to be physically present for the full academic session for which you are enrolled.

Except in the case of documented severe illness, you must submit all required research papers, projects, and essays before the end of the program. If you depart Spain without having handed in all course research papers, exams and projects, you risk failure of a class. *It is not possible to complete coursework after returning to the USA.* You must consult with each professor to ensure that you have completed the requirements of the course before departing. Note again that these regulations take precedence over those at your home institution and those at UAB.

You may not reschedule an exam.

Alternative Examinations

Examination re-sits are not offered at UAB except in extremely exceptional circumstances. Any question you may have regarding this issue should be addressed to UAB during their academic orientation or as soon as possible if your issue arises later. You must keep the Wake Forest Barcelona team informed if you plan to engage in an examination re-sit.

Incompletes

Incompletes are not offered at UAB. Any question you may have regarding this issue should be addressed to UAB and your Wake Forest Barcelona team.

UAB Grade Certificates

Upon successful completion of the program, an official UAB Grade Certificate will be sent to Wake Forest University. WFU will convert grades received from UAB according to the conversion tables above. If you have any questions concerning your grades after you have returned to the United States, please contact the Center for Global Programs and Studies at Wake Forest University.

Grade certificates for Fall semesters are typically sent to WFU in February while Spring semester certificates are posted in June.

LIBRARIES



The UAB Sant Pau Campus has a small library in the basement level, in addition to a very large library on main campus in Bellaterra. Use your ID to access all the university facilities, including library services. Loaning policies and hours will be different than those of your home institution. UAB will inform you about these facilities during their academic orientation. You can study at the Wake Forest Barcelona Center during opening hours. Or you may wish to check out Barcelona's Public Libraries.

Public Libraries

Public libraries offer a quiet place to study. Keep in mind that all public libraries in Barcelona have WiFi. With a library card they should give a password to access the Internet. For more information on when they are open, go to www.bcn.es/biblioteques

Most of the libraries also have study rooms if you are looking for a quiet place to study.

In addition, a number of specialized foundations and libraries maintain collections of books. For more information, please see your Barcelona team.

Study Rooms Available at Night (from 9:00 pm to 1:00 am)

Bib. Vapor Vell Pasaje Vapor Vell, 1 08028 Barcelona Tel.: 934 097 231 e-mail b.barcelona.vv@diba.es	Bib. Guinardó-Mercè Rodoreda Camèlies, 76-80 08024 Barcelona Tel.: 934 353 170 e-mail b.barcelona.mr@diba.es
Bib. Vila de Gràcia Torrent de l'Olla, 104 08012 Barcelona Tel.: 932 847 790 e-mail b.barcelona.vg@diba.es	Bib. Sagrada Família Provença, 480 08025 Barcelona Tel.: 934 508 733 e-mail b.barcelona.sf@diba.es



HOUSING

As a participant in the WFU/Barcelona Program, you are guaranteed housing and required to live in program provided housing. Based on the information you completed as part of the application process, your Barcelona team has identified housing closest to your needs and tastes. We try to match your requests as closely as possible; however, as there is a period of adjustment into the new culture, there will also be a period of adjustment for your housing. Further, although we guarantee housing, we can't always guarantee your preferences.

Host Families



Living with a family is a great way to immerse yourself in the host culture. Your family will be your primary exposure to Barcelona, its cultural values and some very representative customs and traditions. You may be exposed to a house full of people who come and go, although in some cases you may find that the host mother lives alone in the house. Extended families in Spain are very close knit.

Many families have hosted international students before, so they are experienced and know what to expect from hosting a student in their home. Although families receive financial remuneration for hosting you, this does not mean they live solely from this income - by no means are you supporting the family financially. This does not allow you to treat your home like a hotel, however. Living in a local home, regardless of the amount you pay, requires you to respect and comply with their rules and regulations.

Your family receives a monthly fixed amount of money paid by Wake Forest University, which covers your room and two meals per day. The type of food you will be served is the same food prepared for other family members and will be enough to satisfy an adult. Should you choose to follow a specific diet and require different types of food (in quality or quantity), you may be charged additionally for this. Furthermore, the family might choose not to accommodate your requests, in which case you will be asked to move to a different host family.

Advice for Living with a Host Family

We've found that students who are happy with their housing are generally happy in their adopted country. To make the most of living with a host family, you must be flexible.

1. Redefine family. Most students on our program imagine the perfect host family as one with two parents, some college-aged kids and a dog; however, we have very few families in our program that conform to that image. Generally, such families have very little time or space to commit to international students and are too busy to really interact with the international student. On the other hand, few students think about living with a widow or single mother, but sometimes these less traditional families provide the best experiences. Widows or older couples have already raised their children and are familiar with the expectations of a young, newly-independent adult. Many truly enjoy the company of the student. Because we "recycle" host families that receive favorable ratings from students, we have a large number of this type of family.

2. Taste all the food given to you. The foods you eat abroad will be different from those to which you are accustomed. Even if you are certain that you will not like a new food, try it anyway out of politeness. A special note to vegetarians: vegetarians are poorly understood in Spain although Barcelona is well-known for the quality of its produce. You should be as flexible as you feel comfortable, and be careful to stay healthy by including enough vitamins, calcium and protein in your diet.

3. Smoking is still considered socially acceptable in many parts of Europe, and so the likelihood of being placed in a home where people smoke is quite high. For this reason, we cannot guarantee that you will be placed in a non-smoking household, if that is what you prefer.

4. Be prepared to give up some independence. US students have more disposable income and independence than young adults in other countries and societies in the world. Students in Spain often live at home with their parents throughout their college years. Your host parents will treat you just as they are accustomed to treating others of your age group.

5. What's the single most important factor? You should feel comfortable in your new home. If you are unhappy after a trial period of at least a week, discuss your housing situation with your Barcelona team. We'll help you resolve any problems.

Icebreakers: Sample Questions to Ask Your New Family

Following is a sample list of questions that you can follow to "break the ice" and make sure you cover the most important points:

1. *¿Cómo le puedo llamar? ¿Sra., por el nombre, de tú o usted?*
2. *¿Cuántas personas viven en su casa y cómo se llaman?*
3. *¿Qué hace cada persona?*
4. *La comida que no puedo comer o a la que soy alérgico es...*
5. *¿Puedo picar (snack) entre comidas?*
6. *¿A qué horas se sirven las comidas?*
7. *¿Cómo llego a la oficina de Wake Forest Barcelona?*
8. *¿Dónde está la farmacia, banco, copistería más cercana a la casa?*
9. *¿Dónde está la parada del bus o del metro?*
10. *¿Existe alguna regla de la casa que debería saber?*

Please keep in mind the following rules particular to the Barcelona family program, in addition to those outlined in other parts of this Student Handbook.

Rules:

- As you are not to break local alcohol and drug customs or laws while in Spain, do not arrive home drunk or under the influence of illegal drugs.
- Do not bring guests over without the family's authorization, and they must remain within the public areas of the house: living room, den or patio. It is not customary in a Spanish home to invite people to one's bedroom, especially if they are of the opposite sex. Be especially careful not to bring people over at meal times because they often invite the guest to eat with them, putting a strain on their budget.
- Keep your room clean and organized.
- Follow the home's schedule for meals and other activities.
- If you won't be present at a meal or plan not to spend the night at home, notify the family in advance.

- Keep your host family informed of your travel plans and planned date of return when traveling.
- Be careful with the utilities: water, electricity and gas are expensive in Spain.
- If you break anything, you are responsible for replacing the item or covering its cost.
- If you choose to travel after the official end of the program, your host family is not responsible for storing your luggage. If your host family is willing to store your belongings, it is up to you to work out payment for this. Wake Forest is not liable for your belongings or for this additional payment.
- If you lose your keys you must pay for the replacement set and possibly for the changing of the locks if the family determines it is necessary.
- If the family agrees on your staying additional days, you have to pay the family for every additional day you stay with them. This payment is made in cash and directly to the family.
- Families are not expected to drive you around.

Families will:

- Provide you with a comfortable single room with a bed, closet, desk, window and access to a bathroom.
- Provide you with two meals per day (breakfast and dinner, M-F).
- Integrate you in the family's activities.
- Treat you as a member of the family, give you support and assist you during your first days in Spain.
- Not expect you to clean the rest of the house, run errands, baby-sit or teach English, although they will expect you to clean your room and keep the bathroom(s) tidy.
- Speak with you in Spanish at all times, but sometime may also include some Catalan words, idioms or expressions.
- Serve as the primary emergency contact and notify the Barcelona team immediately, should you have an emergency.
- Contact the Barcelona team directly in case they need clarification in terms of financial arrangements or other concerns.

Laundry

Your host mother is not expected to do your laundry. You need to establish one day a week when you can do your own laundry at home. You are expected to purchase your own laundry detergent and care for your own clothes. Note that due to the high cost of electricity, it's most common to hang clothes to dry, not to use a dryer.

Telephone Usage

It is not allowed to use the family telephone to make or receive international calls. You may be able to make a local phone call but please ask first and be sensitive to the cost this may incur for your host family.

Of course, the best solution is to get a mobile phone, and also use Skype or other Internet-based services.

Meals

Most Spanish families eat three meals per day. Breakfast and dinner are rather light. Lunch is the heaviest meal of the day; it is at this time where the whole family often gets together. Meals are generally served with the following schedule: breakfast from 6:00 am to 8:00 am, lunch around 2:00 pm to 3:00 pm, and dinner around 9:00 pm or 10:00 pm (and it is rather a light snack more than an actual meal).

Although it is increasingly changing, the *señora* spends a lot of time preparing the food that you will consume. To avoid hurt feelings, tell your family what you don't eat or are allergic to. Also, if you do not plan to be present at a meal, common courtesy requires that you let your family know in advance. If you choose to skip a meal, do not expect the family to serve you at your convenience; as a guest in the house, you must comply with the established meal schedule.

Coping with Difficult Family Situations

By no means should you feel trapped in an unsatisfactory family situation. If you have any concerns, please contact your Barcelona team. They will move you to a different situation if appropriate, but you need to be flexible and reasonable with your requests. Do not hold back if you are feeling uncomfortable. Please remember that problems cannot be solved if we are unaware of them.

Apartments (*Pisos*)



This option consists of apartments (*pisos*) shared with other US and non-US students in some cases.

Bed linens and towels are provided. Wake Forest housing fees cover reasonable usage of all utilities (water, electricity and heat). Each *piso* has its own on-site laundry machine (no dryer!) which is free to use although you will have to provide laundry detergent. Note that the flats may NOT include telephone landlines; however, past students have used Skype and their cell phones as convenient alternatives to a landline. Use of the Internet is free although you should expect a slower Internet connection than in the USA (quite possibly much, **much** slower than at home).

These flats are conveniently located to the UAB campuses as well as to the city center, which in most cases can be reached by public transport within 30-40 minutes. You will need to rely on the public bus and metro lines, but these are very cheap, with a typical one-way journey costing about \$2 US dollar and monthly unlimited passes about \$55 U.S. dollars per month.

Some past students have said they felt living in *pisos* offered a more independent feeling than living in student residences. On the other hand, they had to be quiet and very respectful of neighbors as these *pisos* are mixed in buildings with ordinary local families, who **expect quiet at night**. Remember: pisos are NOT dorms.

Typical Pisos Rules and Responsibilities

- No smoking.
- No pets.
- The possession and/or use of any illegal substances or drugs is not permitted in any room of the flat, stairs or entrance foyer.
- The owners do not allow the placement of posters, calendars, etc. on the walls of the common areas (kitchen, toilets or sinks) or in the rooms. The only allowed place to put posters, photos, etc. are on cork boards.
- You are not allowed to place any external object in the common areas (such as furniture, objects found in the street, etc.) without prior consent.
- Stereos and TVs must be listened to with headphones or at low volumes that do not disturb the study and rest of other students and/or residents of the building.
- After 10:00 pm, it is forbidden to make any noise that might disturb the neighbors and/or other students. If this occurs, warnings may apply and you could be evicted.
- Once per week, the housekeeping staff will service and clean common areas, such as the kitchen, dining room, hall, toilets and interior patios. Residents should clean their bedroom and any kitchenware. They should also take out the trash when full.
- Any person other than the residents of the flat is not allowed to sleep in the flat, nor use the services and facilities without the consent of the management.
- The management reserves the right to refuse admission and in the case of misbehavior of residents has the power to expel a resident with a corresponding loss of the initial deposit.
- If evicted, you will lose housing deposit and any payments already committed on your behalf by Wake Forest University.
- If you lose your keys, you will be responsible for the cost of replacing them, and most likely the cost of changing the lock and replacing the other tenants' keys.

Specific rules applying to your piso will be shared during your on-site orientation.

Residencias

This housing option includes double-occupancy rooms within an international student residence and hostel. Your fellow residents typically include Spanish, Catalan and international students. Bed linens and towels are provided. All rooms have the following utilities: bathroom, AC, WiFi, kitchen, fridge, microwave, TV, desk and a wardrobe. Weekly cleaning service is also provided. The residence has a communal laundry room for all residents to use.

This *residencia* is conveniently connected by public transport to the UAB campuses as well as to the city center. The public bus and metro lines are very cheap, with a typical one-way journey costing about \$2.50 US dollar and monthly unlimited passes about \$50 dollars per month.

Typical Residencias Rules and Responsibilities

- The entrance is open 24 hours a day, but if leaving or entering late, you must try not to make noise so that flatmates and neighbors aren't disturbed.
- Upon entering and exiting the premises, make sure that the door to the street is always closed for security and to minimize outside noise.
- Adequate clothing must be worn while in the residence. This means it is prohibited to stroll around in underwear or without a shirt. If this infraction is continuous, you may be fined.
- The *Residencia* staff should be informed of any **visitors** in advance in order to give them approval, and they are never allowed to visit during meal hours. Any visitor in the residence without permission will be required to leave. Each resident is only allowed one visitor at a time. To guarantee the tranquility and security of everyone, visitors are prohibited on the weekends. Any infraction of this kind is considered very serious and may lead to expulsion from the residency.
- The washing machine is only to be used during posted hours.
- It is prohibited to use the bathrooms to wash clothes, leave clothes to soak or to clean kitchen utensils.
- Any **lack of respect** toward the personnel responsible for the residence will be considered a serious infraction and may lead to eviction. Continued disrespectful conduct towards personnel or flatmates, if deemed necessary, may lead to eviction.
- It is strictly prohibited to drink alcoholic beverages or smoke any mind-altering substances in the residence. Failure to follow this rule will be cause for eviction.
- The cost of damages occurring in the common areas of the residence will be shared by all residents in cases where the person responsible is unknown.
- It is prohibited to have any type of musical equipment that cannot be listened to with headphones, nor is it permitted to bring loudspeakers. If loudspeakers are found in any room they will be confiscated and held in the director's office until said person can take them away from the residence.
- Having an overnight visitor in your bedroom is cause of immediate expulsion. Each resident may sleep only in their designated room.
- Beginning at 10:00 pm, all music and TV should be used with headphones, and try to maintain a low voice.
- In the common areas, one must maintain a low tone of voice.
- Beginning at midnight, even if you cannot sleep, remain in your room and do not circulate through the residence so as not to bother the rest of the residents.
- If evicted, you will lose housing deposit and any payments already committed on your behalf by Wake Forest University.

Specific rules applying to your *residencia* will be explained when checking-in.

Policies for All Housing

Meals

No meal plans are available neither in apartments nor in *residencias*. You are responsible for cooking or purchasing your own meals.

TV and Internet

A television is provided in your housing. Internet is also available. Both are included in your program fees.

Storage

Wake Forest cannot provide storage for luggage or other personal property due to space limitations and liability concerns.

Change of Accommodation/Address

Options for changing accommodation are extremely limited and may result in significant additional housing fees, particularly in apartments and *residencias*. If there is a true need to change housing, please contact the Barcelona team immediately.

Keys

You will be given a house/room key and it is your responsibility to keep this key in a safe place and to not lose it. Do not allow others to have access to your key, and do not label the key with your name and/or address. If you lose your keys, please inform the Barcelona team as soon as possible, for their loss compromises the security and safety of everyone in the house or building. You will be responsible for the cost of replacing the locks and keys as necessary.

Housing Security Tips

- All strangers should be questioned at the door. Do not allow anyone in who cannot prove that they have come to see a resident or if that resident is not in.
- Keep the front door locked at all times. Always use your key for the front door. Do not leave it propped open for other students or guests. Anyone could come in and we want you to be safe. You must be vigilant.
- In apartments and *residencias*, lock your own door whenever you leave your room, even when you are nearby and especially if your roommate is in the room asleep.
- Overnight guests are not allowed.

Fire Safety

Barcelona has fire codes and all apartments and *residencias* should comply with these. Homestay families may or may not have smoke alarms, fire extinguishers and/or any other fire-safety equipment. General caution must be practiced regardless of how safe you feel at home. Maintain basic precautions before leaving your housing.

- Make sure the stove and oven, iron and hair styling implements are turned off.
- Do not smoke in bed.
- No open fires, candles, or incense etc. are permitted in any room.
- In case of fire, extinguishers can be found in every student apartment. These should not be used for huge fires; immediately call the fire department at 112. If your clothes catch fire, remember to stop, drop and roll, covering your face. Do not try to use elevators; take the stairs.
- Use fire-fighting equipment only in a true fire emergency. If any extinguishers are used the office must be informed immediately.

- Do not play or tamper with the fire-fighting equipment. There will be severe consequences for endangering the building and fellow students.
- Above all, never return to a burning building. Contact the Barcelona team immediately for further assistance.

COMMUNITY LIVING: POLICIES, REGULATIONS, AND PROCEDURES

In support of Wake Forest University's mission and the mission of the Division of Campus Life, Judicial Affairs upholds standards of conduct to promote a civil community dedicated to the highest standards of honor and ethical conduct, and promotes a positive and safe living and learning environment for all members of the University community. Through a system of fair and efficient due process, students are held accountable for their actions on campus, within the local community and beyond.

While in Barcelona you will be held to the same code of conduct as you have on Wake Forest campus. You will also be held to your abroad code of conduct that will be discussed during orientation in Barcelona.

Alcohol

Under Spanish law, alcohol may be served or sold to anyone 18 years old or over. It is expressly understood that program participants are held responsible for their actions at all times. Being intoxicated will not be accepted as an excuse for behavior that violates community standards, nor will it lessen a participant's accountability to the Program. Disciplinary sanctions will be imposed for infractions of the alcohol policy, including, but not limited to:

- Excessive use of alcohol (some signs are: slurred speech, impaired motor coordination, loud boisterous behavior, staggering, vomiting, vandalizing property);
- Disruptive behavior linked to alcohol use;
- Behavior detrimental to the University, which is linked to alcohol use at the University or elsewhere.

Drugs

Under Spanish law, non-nationals convicted of the use, possession or distribution of illegal drugs are subject to immediate deportation and are barred from re-entering the country (and possibly the entire European Union) for a period of ten years. Note that participants found in an area (i.e., room, apartment) where drugs are present are considered to be in "possession" of drugs. Violations of Spanish law and/or Program policies will result in disciplinary action and may mean dismissal from the Program.

Overnight Absence from Barcelona Accommodation

Whenever you are absent from your residence - whether overnight, for a weekend trip, or at any other time - you must provide Program staff with confidential "emergency locator information." This information will be used only if you or a family member needs to be contacted in the event of an emergency. Please email your Barcelona team the following details:

Your name:

The dates of your absence:
Phone number(s) where you can be reached:
Basic itinerary:
Transport details:

Overnight Guests

Not permitted in your student housing. Send these guests to a hotel or hostel instead.

Quiet Hours

Quiet Hours begin at 10:00pm. However, courtesy hours are in effect at all times. Please observe requests from your neighbors or roommates if they ask you not to disrupt their study time, regardless of the time of day. Actions for interfering with a student's right to study are a violation of regulations and may subject the violator to disciplinary action. Stereo volume, etc. should be kept at room level. Noise violations, which impair study on an on-going basis, may result in removal of the equipment that is causing the problem as well as your eviction from the housing. You may also experience an unwelcome visit from the Police. Past students have been fined by the Police.

Smoking

Smoking is not allowed in the classrooms or the common areas of your host universities, nor is it permitted in your place of residence.

SAFETY

When studying in another country, it is vital that you be aware of your personal safety, as well as the safety of your belongings. As outsiders in a new culture, students can feel a false sense of security, because they feel that they are outside the "rules." Despite the great distance between you and your family and friends, your actions will have real (and sometimes unpredictable) consequences in your new surroundings.



Although you are probably not a Spanish citizen, you are subject to the laws of Spain.

Emergencies

For all emergency services call: **dial 112. Memorize this number. Now.** Always notify the Wake Forest Barcelona team immediately when an emergency arises.

Fire Procedures

Fire procedures at the University and in your student housing are posted. Be sure that you are aware of them.

Property Insurance

The Program does not assume responsibility for the loss or damage to a student's personal property. **Personal property insurance is not included in the program package.** It is strongly recommended that you insure your possessions while abroad, especially if you intend to bring a laptop computer. Check to see if your parents' homeowners or tenants' insurance policy covers your belongings, or inquire about adding a rider to their policy.

We recommend that you do not bring fine jewelry and other valuables.

Safety and Security

Generally speaking, Barcelona and Spain are safe destinations. On the other hand Barcelona is well-known for the efficient professionalism of their pickpockets and petty criminals so be forewarned! When visiting a foreign consulate in Barcelona it is typical to find at least one person waiting to report a stolen purse/passport/camera. Even residents (including your Resident Director) are not immune from this thievery. Keep your eyes open.

According to the U.S. Department of State in their Country Specific Information Sheet of 22nd September 2014:

While most of Spain has a moderate rate of crime and most of the estimated one million US citizen tourists have trouble-free visits to Spain each year, street crimes against tourists occur in the principal tourist areas. Madrid and Barcelona, in particular, report incidents of pickpocketing, mugging, and occasional violent attacks, some of which require the victim to seek medical attention. Criminals tend to frequent tourist areas and major attractions such as museums, monuments, restaurants, outdoor cafes, Internet cafes, hotel lobbies, beach resorts, city buses, subways, trains, train stations, airports, and ATMs.

In Barcelona, the largest number of incidents reported also occurred in major tourist areas--on Las Ramblas, El Prat Airport, Sants train station, inside Metro stations, in the Sagrada Familia area, in the Gothic Quarter, in Park Güell, in Plaza Reial, and along Barcelona's beaches. There have been a number of thefts reported at the Port Olympic Area and nearby beaches.

Travelers should remain alert to their personal security and exercise caution. We suggest that travelers carry limited cash, only one credit card, and a copy of their passport; leaving extra cash, extra credit cards, passports and personal documents in a safe location.

Be especially careful in crowds. Avoid placing passports, cash or other valuables in the outer pockets of backpacks or purses. Pickpockets often use the cover of a crowd to rob unsuspecting tourists and visitors. Do not leave belongings unattended in public areas. Do not put purses on the floor or on the backs of chairs at restaurants. Keep valuable belongings within sight and within easy reach at all times in public areas to reduce the risk of theft.

Thieves often work in teams of two or more people using tactics limited only by their own creativity and imagination. In many cases, one person distracts a victim while

the accomplices perform the robbery. For example, someone might wave a map in your face and ask for directions, "inadvertently" spill something on you, or help you clean up bird droppings thrown on you by a third unseen accomplice. While your attention is diverted, an accomplice makes off with your valuables. Thieves may drop coins or keys at your feet to distract you and try to take your belongings while you are trying to help. Physical assaults rarely happen. In the past, such attacks were initiated from behind, with the victim being grabbed around the neck and choked by one assailant while others rifle through or grab your belongings.

A group of assailants may surround the victim in a crowded popular tourist area or on public transportation, and only after the group has departed does the person discover he/she has been robbed. Purse snatchers may grab purses or wallets and run away, or immediately pass the stolen item to an accomplice. A passenger on a passing motorcycle sometimes robs pedestrians. There have been reports of thieves posing as plainclothes police officers, beckoning to pedestrians from cars and sometimes confronting them on the street asking for documents, or to inspect their cash for counterfeit bills, which they ultimately confiscate as "evidence." The U.S. Embassy in Madrid has received reports of cars on limited access motorways being pulled over by supposed unmarked police cars. The Spanish police do not operate in this fashion. We encourage U.S. citizens to ask for a uniformed law enforcement officer if approached.

While the incidence of sexual assault is statistically very low, attacks do occur. We recommend that U.S. citizens remain aware of their surroundings at all times, and travel with a companion if possible, especially at night. Spanish authorities warn of the availability of so-called "date-rape" drugs and other drugs, including GHBH and liquid ecstasy. U.S. citizens should not lower their personal security awareness because they are on vacation. Be cautious in bars and clubs where alcohol is served. Never leave your drink unattended and never accept an open drink from a stranger. Incidents have been reported of people falling victim to serious crime after having drugs slipped into their drinks.

For additional information, Americans are encouraged to check the US Consulate website at <http://barcelona.usconsulate.gov/citizen-services.html> Please look at the "International Travel Safety Information for Students" page <http://studentsabroad.state.gov/> for more general advice from the US State Department.



Pickpocketing and Theft

This issue merits its own dedicated section. Simply put, Barcelona is one of the pickpocket capitals of the world, in fact rated #1 by a travel website in September 2013. Many past study abroad students have been pickpocketed, usually without their awareness. Read this again! Do not be the next target.

Tips:

- Be especially aware in the metro, in particular in big touristy stations (Catalonia, Urquinaona, Passeig de Gràcia, Sagrada Família, Sants, Espanya, Paral·lel).
- The pickpockets often try to steal your belongings when you are just entering the metro doors. Be aware and put your personal bag or backpack in front of you and your wallet or mobile phone in the front pockets, never in the back. It is better to use personal bags with a zipper or something that can completely close. Never put important things (mobile, wallet) in the back pocket of your backpack.
- If you think someone is acting strangely don't feel embarrassed to change your seat or place. A lot of times intuition can prevent something bad happening. Listen to that 'inner voice'.
- At night, when you go out, try to bring only necessary items (one credit card, not five, 40 euros not 100). Never leave your bag unattended: in a club, put it in the "guardaropa" and bring some money and the mobile with you. It is perfectly safe.
- You are more vulnerable if you drink alcohol. Limit your drinking to remain aware.
- In touristic areas and especially in Las Ramblas restaurants and fast food eateries you can't ever leave your bag on the floor unattended. Always keep contact with your legs or have it somewhere where you can perfectly see it. It seems exaggerated but your things can disappear faster than you can say 'patatas bravas'.

Terrorism

According to the U.S. Department of State in their Country Specific Information Sheet of 28th December 2016:

Spain's open borders with its western European neighbors allow possible terrorist groups to enter and exit the country with anonymity. Like other foreign governments, Spain has taken actions to guard against terrorist attacks, including arrests of suspected extremists allegedly involved in terrorist plots. Credible information indicates terrorist groups continue plotting possible attacks in Europe. All European countries remain potentially vulnerable to attacks from transnational terrorist organizations. U.S. citizens are reminded to remain vigilant with regard to their personal security.

Crime

Street crimes against tourists occur in the principle tourist areas. In particular,

Madrid and Barcelona report frequent incidents of pickpocketing, mugging, as well as occasional violent attacks, some of which require the victim to seek medical attention.

Prior police approval is required for all public demonstrations in Spain, and police are present to ensure adequate security for participants and passers-by. Nonetheless, spontaneous demonstrations do take place in Spain from time to time in response to world events or local developments. Even demonstrations that are meant to be peaceful can become unpredictable and even violent; you should avoid them if at all possible. Be alert and aware of your surroundings, and pay attention to what the local news media have to say. In general, larger public demonstrations are announced on the Demonstrations page on the U.S. Embassy Madrid.

There is no guarantee there shall never be another attack, and it is always possible you will be caught in the wrong place at the wrong time. The good news is that the probability of you being personally hurt by a terrorist incident is very, very slim. Traffic and the occasional pickpocket is a much more likely threat.

Although it is unlikely you can prevent a terrorist incident you can help protect yourself by being aware of your surroundings, reporting suspicious packages and people to the relevant authorities and avoiding any venue or activity that you think might attract terrorist activity.

SAFETY TIPS IN SPAIN!

Take responsibility for your own safety with the following precautions:

In your housing:

- Be sure that doors and windows are closed and securely locked.
- Don't give your keys to anyone.
- Never admit anyone unknown to you.
- Exercise caution with new acquaintances. Remember that you are entrusting them with the personal safety and the possessions of yourself and fellow residents.
- Hide documents and valuables in different places in your housing.
- Keep travelers checks and their counterfoils in separate places.
- Make copies of your passport, credit cards, and traveler's checks and keep one set on file in the Program Office.

On the street:

- Use the same common sense that you would use in any large city in the United States. Be aware of your surroundings and avoid areas where you are likely to be victimized.
- Avoid public demonstrations and other civil disturbances.
- When out with a group of friends, try not to draw attention to yourselves by loud conversations or arguments.
- Never keep your passport, Eurail or other tickets, or birth certificate in your wallet or handbag, and avoid carrying large quantities of cash. Wear a money belt to protect important documents and cash.
- Never pick up stray packages--on public transport, near station lockers, in museums or elsewhere. Instead notify a driver, policeman or security guard about the package.
- A 2008 survey conducted by PREPARE found that at Wake Forest, more than three-fourths of the reported incidents of coerced sexual activity involved alcohol or other drugs. *Manage your alcohol consumption very carefully.*

Safe Travel:

- Keep all valuables on your person while traveling. If possible, carry minimal cash and separate your cash from your credit or debit cards.
- Keep an eye on your belongings at all times, and never accept packages from strangers. Pick-pocketing is a widespread problem, especially in Barcelona, and foreigners are often a prime target. Stay constantly aware of your surroundings.
- In general, do not bring extremely valuable possessions with you. If you have an irreplaceable item, it might be best to leave it safely at home.

Consular Affairs:

- Make at least two copies of your passport. Leave one at home and bring one with you. You might also consider scanning your passport and emailing a copy of it to yourself. Once you arrive in country, leave your passport in a secure location except when traveling. Do not carry it around all the time!

- If your passport is lost or stolen, notify your Wake Forest Barcelona team immediately. You will have to go to the US Consulate where you are to apply for a replacement.
- Review Spain's consular page – and register your trip – at www.travel.state.gov.

Conduct Overseas:

- While studying abroad, you are a representative of Wake Forest University. Please be aware that you are bound to the WFU Code of Conduct even while you are overseas. If we are informed of any breaches to the Code, there will be ramifications when you return to campus. In fact, if the violation is serious enough, you may also be sent home prematurely and at your own expense.
- Every year, students hurt themselves in alcohol-related incidents. If you choose to drink, do so responsibly!
- Do not ever become involved with drugs when overseas, as the regulations and penalties can be quite different from in the USA.
- Do not ever walk alone at night, especially in less safe areas, or areas you do not know well.

Other Safety Concerns:

- Road accidents are the number one cause of injury to US citizens abroad. Become familiar with safe modes of public transportation and avoid driving.
- While abroad, you may encounter some anti-American sentiment. In general, it is safest to keep a low profile when out in public. The more you blend in, the safer you will be.
- Avoid potentially volatile situations, such as protests and rallies. Stay away from unattended packages, and report anything suspicious to the police.
- Be sure that the Wake Forest Barcelona team consistently knows of your whereabouts, and establish a way to stay in contact.
- **As a participant on the program, you are required to inform the team of any weekend or vacation travel plans.**
- Most importantly, if something does happen while you are abroad, stay calm and find your way to a safe location as soon as possible.

Tips in an Emergency

If you need emergency assistance, call for help. You can reach police, fire, and ambulance by calling 112.

Lost or stolen credit and/or ATM cards should be reported immediately, using the contact numbers provided below.

Mastercard:	900 971 231
Visa International:	900 991 216 / 900 991 124
American Express:	900 941 413

Report the crime to the police as quickly as possible....in Spanish, *poner una denuncia*. You'll need the report for insurance purposes and for replacing certain lost documents, such as your passport. In some instances, travel insurance will cover the cost of stolen items except for cash. If you have stolen credit cards, you may need the police report to have the charges removed from your credit card statement.

You can file a report online for crimes that do not involve violence at the following website: https://www10.gencat.net/jusinte_di/AppJava/cargacapcalera.do If the crime involves violence, you must file the report in person. There are several police stations that are open 24 hours: Pl. Catalonia 10, subterráneo, open Monday-Friday from 8:00am to 10:00pm and Saturday-Sunday from 9:00am to 9:00pm; Gran Vía Corts Catalanes, 456 (Eixample area); Nou de la Rambla, 78-80 (Ciutat Vella area, 932 902 849), and Avda. Hospital Militar, 169-220 (Gracia area, 933 062 320).



HEALTH

Health Insurance

The Wake Forest University Barcelona program fee includes international health insurance and all students on the program will be covered by the WFU policy through insurance provider GeoBlue (formally HTH). This will include BOTH medical evacuation and repatriation of remains insurance. *This policy will only cover you during the dates of the program. If you plan to travel outside of the program dates, this policy will not cover you and it is recommended that you purchase supplementary insurance. GeoBlue will not provide any coverage in the United States. Please note that this insurance is not travel insurance.*

Information on what is covered in the WFU plan as well as the full insurance policy is available on the Center for Global Programs and Studies webpage.

The Center for Global Programs and Studies will enroll you directly in the GeoBlue coverage and will provide additional information about how to access your policy information as well as helpful GeoBlue resources.

It is always better to know your insurance coverage and how it operates before an emergency arises so be sure to read all materials given to you as well as familiarize yourself with all the resources on the **GeoBlue** website. Prior to departure from the US you should collect phone contacts that would be used if calling from Barcelona and carefully read up on all details of the benefits and provisions of your insurance. Also learn how you would make a claim on your policy should you need to. It is important that you read your policy very carefully and **note exactly what is (and is not!) covered.**

Medical Attention



Getting medical attention is as easy as 1-2-3!

- 1) In the event of illness or accident always notify the Wake Forest Barcelona team immediately.
- 2) In the case of an emergency seek the nearest medical attention and worry about insurance later. Your health is the priority!
- 3) If not serious then visit the GeoBlue website www.geobluestudents.com to log in and identify a medical resource appropriate to your need. You will receive an email from GeoBlue that outlines your resources and how to best use the GeoBlue website.
- 4) If you do not have your GeoBlue card handy, you may visit the website using the Wake Forest generic login details (advisors sign in):

<https://members.geobluestudents.com/Account/LoginAdmin>

Username: wakeforestgen

Password: hth1834Deacs

- 5) At the top of the page click on the tab “Tools & Services” → “International Provider Finder”
- 6) Search by doctor/dentist or by hospital/facility by entering the city and country (Barcelona, Spain) and specialty (general practice, mental health, etc.). **Viewing the doctor’s profile will reveal what languages he/she speaks.**

The list generated will indicate a variety of medical resources, some/many of which will accept GeoBlue coverage. To make life simpler you may wish to focus on those listed as “Network Providers” as these are providers with whom GeoBlue has made payments in the past or with whom they have a Direct Bill Agreement. The advantage of the Direct Bill Agreement is that you do not have to pay at time of service. However, please note that even with Direct Bill Agreement providers you still need to make an appointment. If you have problems with these contact details then call the assistance number on the back of your GeoBlue card. **We strongly suggest your first action is to contact them and ask them to arrange an appointment for you with the appropriate Barcelona-based medical resource as they will only send you to covered providers and to those whom speak English.**

Please note that if the condition is an emergency, you should be treated by the provider without delay. If a Guarantee of Payment is required, the hospital will touch base with GeoBlue to obtain this while you are being treated.

If you have any doubts with this procedure or the policy details, please contact the Wake Forest Barcelona team.

Health Care

While abroad, take responsibility for your physical and emotional well-being. Especially during the first few days, when you are making the transition to your new environment, try to adjust to the change in time zone and be sure to get the proper amount of sleep. Pay attention to your diet and be sure you are eating nutritiously. Get plenty of exercise, even though it may be difficult to find athletic facilities comparable to what you are used to at home. Your effort will pay off! Don't isolate yourself. You may have to work to build new friendships but new relationships are part of your experience abroad and important to your emotional well-being.

Be aware of cultural differences in attitudes towards health. Assumptions and methods concerning the onset of illness and/or the point at which expert attention or intervention is needed are not necessarily universal. Spanish doctors may take a more conservative approach than their American counterparts. They may let a sickness follow its natural course rather than intervene. Your Spanish physician may prescribe less radical treatments i.e., neither as potent nor as fast acting as the medications you receive in the U.S. Rather than make needless and costly trips to the health clinic, use common cures to treat common ailments and learn to recognize the point at which your malady is serious enough to merit medical attention.

Health Concerns

Most students who study abroad do not consider the potential effects that an overseas experience can have on physical or mental health. Fortunately, it is unusual for students to struggle with health issues overseas. However, it is always a possibility, so it is highly advisable to be prepared before departure.

Before you depart for Spain, you should:

- o Schedule a medical check-up. As you may not have access to regular appointments overseas, it is wise to make sure you have a clean bill of health before departure.
- o Make copies of any important health records, and make a note of how to contact your physician or therapist from overseas.
- o If you do have a pre-existing mental or physical health condition, check in with your physician or mental health professional to discuss the possible stresses that could be caused by study abroad. If you require medication, discuss the best way to ensure that you will have a sufficient quantity for your stay. **Please note:** It is illegal to ship some medications internationally.

Please keep the following tips in mind **during** your stay in Spain:

- o Once you arrive in country, acquaint yourself with the local health care system. Remember that health care differs dramatically between countries. You cannot expect all health services to resemble the services found in the United States!
- o You may find that your diet changes significantly while you are abroad. If you have specific nutritional needs or preferences, you should be aware that it may be difficult to carefully monitor your diet. Stay abreast of all health alerts in Spain.

o If you feel that you are getting sick, inform your Wake Forest Barcelona team, so that they can advise whether or not you will need additional care.

o Sexually-transmitted diseases are prevalent around the world, including Spain. A recent report claimed Spain has the highest rate of HIV in Europe. Exercise extreme caution if engaging in any sexual activity.

o Studying abroad will drastically change your daily routine. As a result, your physical or mental health can be affected. You may experience jet lag, culture shock, emotional reactions to changes in diet, weight or lack of exercise, homesickness or loneliness. Prepare yourself for the potential of these emotions and determine how best to handle them if they do arise. Talk to the resident director if you are having trouble.

Culture Shock and Depression

At first the differences you encounter in Spain will be exciting because they're new and exotic. Sooner or later, however, the differences may start to seem strange and alienating, maybe even a little hostile. Culture shock may leave you impatient, bewildered and depressed. This emotional distress is a normal part of encountering new values, habits and lifestyles. Don't be judgmental, try to understand where cultural differences come from, and use them to help gain a better perspective on your experiences both at home and abroad. Culture shock passes as you come to feel more comfortable in your new environment. If your depression persists or interferes with your ability to work/study, seek help.

Contact Lenses and Glasses

Not all brands of American contact lens solutions are available in Spain. If you are sensitive to certain solutions, you may want to bring enough solution for your entire stay. It is also a good idea to bring extra contact lenses, an extra pair of glasses, and a copy of your eyeglass prescription.

Drugs and Drug Use

ILLEGAL DRUG USE AND POSSESSION ARE SERIOUS CRIMES ABROAD. MANY COUNTRIES HAVE IMPLEMENTED SEVERE PENALTIES FOR SUSPECTED DRUG RELATED CRIMINAL ACTIVITY. ARRESTS MAY INCLUDE MONTHS OF PRE-TRIAL DETENTION, AND CONVICTIONS CARRY SEVERE SENTENCES, INCLUDING LENGTHY TERMS OF INCARCERATION AND IN SOME CASES, THE DEATH PENALTY.

If you are arrested, you are subject to the laws of the country where you are arrested, not US laws. If you need legal assistance, contact the Program staff and the US Embassy or Consulate. A consular official can get you a list of local attorneys, let you know your rights under local laws, and contact your friends and family, if you wish. *CONSULAR OFFICERS CANNOT GET YOU RELEASED FROM CUSTODY NOR PAY YOUR LEGAL FEES.*

If you are taking medication that is considered a narcotic or other controlled substance, be sure to take the medicine in its original container and a copy of your prescription. This goes for any prescription medications you bring with you.

Immunizations

At the present time, the United States Public Health Service and Spain do not require any immunizations for travelers to and from Spain/USA. However, you should make sure you are up-to-date on immunizations required. Should you plan to travel to certain areas of Europe, Africa, and/or the Middle East, there may be additional recommended precautions. For more information, consult the website of the Centers for Disease Control and Prevention at www.cdc.gov/travel or your local health center.

Once in Europe, any other immunizations can be obtained in Barcelona.

Typical Medical Treatment for Study Abroad Students

You may find it interesting to note that a 2012 survey by a leading clinic in Barcelona has noted the following reasons beyond study abroad student visits to their facility:

60% strong flu / strep throat / fever and similar symptoms
20% stomach pain / vomiting / gastroenteritis
10% gynecological incidences and traumatology (orthopedic)
10% others: dermatology, head – ear and nose, neurology...

GeoBlue Preferred Clinics and Hospitals (with emergency rooms)

Centro Médico Teknon

Primary Care
Calle Vilana, 12
Barcelona, 08022, Spain
info@teknon.es
Clinic

Tel: 34-93-290-62-00

Hospital Quironsalud Barcelona

Plaza Alfonso Comin, 5-7
08023, Barcelona
www.quiron.es

Tel: +34-93-255-40-00

Hospital el Pilar Quironsalud

Balmes, 271
08006, Barcelona
www.clinicadelpilar.org

Tel: 34-93-236-05-00

Hospital Sanitas CIMA

Passeig Manuel Girona, 33
08034 Barcelona
www.cimaclinic.com

Tel: 34-93-552-27-00

GeoBlue Preferred Physicians & Psychologists/Psychiatrists

Dr. Fidel Saval, MD

Primary Care

Avenida Diagonal, 389-3

08008 Barcelona

Tel 34-93-416-06-43

Dr. Connie Capdevila Brophy

Evaluations, psychotherapy and mediation

Passeig de Gracia 12, 1a planta

Barcelona, Spain

Physician

Tel: 93-492-03-72

Email: DraConnieCapdevila@copc.cat

Note: If you have a medical emergency and need an ambulance, call 112 for assistance.

Do not panic and remember that we are here to help you. Any concerns just call us.

Please note: the Program does not specifically endorse any of the providers listed above.

Farmacias



You may find yourself in need of a pharmacy (*farmacia*) while in Spain. They are very easy to find, just look for the green and white neon-lit sign outside pharmacy entrances. By law at least one pharmacy in each locality is open outside regular office hours. To find the closest one to you, check here: <http://www.farmaceuticonline.com/es>

Meningitis

Meningococcal infection is a serious illness caused by a bacterium found naturally at the back of the throat or nose in about ten per cent of the population. In children and adults symptoms can include sudden onset of a high fever, a severe headache, dislike of bright lights, vomiting, painful joints, fits, and drowsiness that can deteriorate into a coma. A characteristic rash develops and may start and can be distinguished by the fact that it does not fade when pressed under the bottom of a glass. Symptoms can develop within hours and must be diagnosed and treated promptly. You must seek immediate medical attention.

Antibiotics are used to treat meningococcal disease. The earlier the treatment, the better the prospect of recovery - often treatment is given before the person is admitted to hospital. For more information visit:

<http://www.cdc.gov/meningococcal/about/index.html>

National Healthcare

The Catalan Government (Generalitat) provides free healthcare to anyone normally resident in Catalonia for most health services. It is largely funded through taxation and does not apply to visiting students like yourself. Therefore you are not able to access free healthcare and must be prepared to pay for any services you may receive while in Spain. This is why we provide you with GeoBlue insurance!

Prescriptions and other Drugstore Items

You should plan to bring an adequate supply of any medications that you plan to use while you are abroad. Most insurance plans will allow you to purchase a sufficient quantity before you leave, as long as you can document the length of time that you will be overseas. If you do bring medication with you, you should carry all of it in your carry-on bag in the original, labeled containers. It is also a good idea to bring a copy of your prescription with a note of the active drug ingredient. Although it is unlikely that you will find the identical medication in Spain, you may be able to locate the necessary ingredient in an equivalent Spanish medication. **Please note:** It is illegal to mail controlled substances, so *do not* arrange to have your medications sent to you by mail.

Some past students have chosen to bring preferred over-the-counter drugs (allergy or cold medicine, etc), as brands do differ in Spain. Toiletries such as shampoo, deodorant, and feminine products can certainly be purchased in Spain, although you may want to bring enough toiletries for the first few weeks. This will also leave you some empty space in your suitcase for the journey home.

Special Health Needs

If you have special health needs (allergies, diabetes, disabilities, dietary requirements, psychological treatments, special medications), please:

- Consult a specialist before departure;
- Provide information regarding the needs on your health questionnaire that you submit prior to departure so that we can be of assistance in case of emergency.

Travel for People with Disabilities

Mobility International USA (MIUSA) is an organization that actively advocates for travelers with disabilities. Learn more about them here <http://www.miusa.org/>



MONEY ABROAD



There are a wide variety of ways in which a student can ensure access to sufficient funds in Barcelona. After reading the following list of options, you should weigh your options carefully and plan, prior to departure, which will work best for you. It is always

recommended that you have a few options to access your money while abroad; therefore, you should plan to select a combination of the following arrangements.

ATM or Debit Card

It is more common to use cash in Spain than in the US. In fact, some smaller establishments and markets do not accept debit or credit cards. However, you shouldn't have trouble getting cash, since Spain is the European country with the most ATMs per capita. The most popular way of accessing funds is the use of American ATM cards to access money from a personal checking account at home. You can plan ahead and put money into your checking account or have someone at home deposit funds on a regular basis. There is an automatic exchange from Dollars to Euros, and the students who use this option are generally given a favorable exchange rate.

ATM machines can be found on every major street in Barcelona. When withdrawing money ensure the machine hasn't been tampered with, no one is lurking suspiciously about, and cover the hand you use to enter your PIN number. Best bet is to withdraw money from interior ATM machines. These require you to swipe your ATM card through an outside reader, which then opens a door. Enter, the door closes behind you, withdraw your money in privacy.

Before leaving for Spain, **check with your bank to see what fees are associated with international transactions.** You should also find out your daily or weekly **withdrawal limit.** It is also advisable to ask your bank if they have any **affiliate banks in Spain, as this may help you to avoid certain withdrawal fees.**

Don't forget to tell your bank you will be abroad, or they could block your card(s)!

Credit Cards

Many students choose to use their American credit cards for purchases. Most Spanish establishments take credit cards for major purchases, and the exchange rate is typically favorable (be warned, however, that many banks charge a 3% surcharge on credit card purchases outside the USA so please check with your bank). In emergencies, you can also use your charge card for cash advances. To do so may require a special "PIN" number, so check with your Credit Card Customer Service prior to departure. A 7–10 day waiting period may be involved, so check EARLY! This type of transaction is costly, however: you begin incurring interest from the moment you get the cash advance and interest continues to accrue until you've paid off the cash advance.

Visa and **MasterCard** are the most widely accepted credit cards. **American Express** is rarely accepted in Spain.

If you plan to use your credit card, be sure to alert your credit card company, so that they do not suspect credit card fraud when you make purchases overseas. Also ask them about any international transaction fees.

Traveller's Checks

Keeping money in traveler's checks is a good option for back up funds, but it is not recommended as a primary source of funds in Spain, as you will be charged a

commission for processing them. Traveler's checks must be exchanged at a bank or *casa de cambio*; they do not work like cash as they do in the U.S.

Make sure to keep your receipt for the checks separate from the checks themselves in case they are lost or stolen!

Exchange Rates

For the first-time international traveler, exchange rates and foreign currencies can be confusing. When you "exchange" money, you are buying Euros with your American dollars. If it takes \$1.45 to purchase €1 euro, and an item you would like is marked €20, you would have to spend \$29 to buy it. You may find prices in Spain seem more expensive or cheaper than prices you find at home. Try to avoid spending too much money at first, before you've had a chance to figure out how much things really cost and where the best bargains can be found.

The value of the euro compared to the US dollar will fluctuate because there is no fixed rate between the dollar and the euro. It moves every second of every day. We suggest that you monitor the euro's progress regularly prior to your departure by visiting www.xe.com on the Internet.

GETTING TO KNOW YOUR NEIGHBORHOOD

You will have the benefit of living in a local neighborhood, each of which has its own personality, amenities and community. When you arrive, take the time to walk around your neighborhood and familiarize yourself with your new surroundings.

ATM

At almost every corner you can find an ATM. Try to use an interior ATM if at all possible (see Money Matters section of this handbook). Ask your bank(s) in the USA which ATMs can be used to access your money from those accounts without incurring withdrawal charges.

Groceries

There are many corner shops convenient to your student accommodation, only minutes away from your door. The bad news is that the selection is minimal and prices tend to be high. You may wish to search out larger and cheaper supermarkets such as Mercadona, Caprabo and Condis even though this will mean walking a bit further. Carrefour has a store along *Las Ramblas* that may be cheap given Carrefour's reputation as a cheap French *hipermarche*.

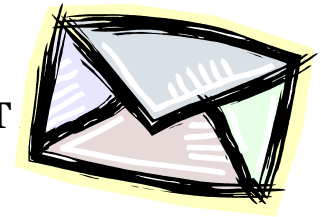
Even more importantly, take advantage of the fantastic fresh produce markets for which Barcelona is justly famous and where you can get beautiful fruit, vegetables, cheeses, meats and more at competitive prices. You may already know of *La Boqueria* on *Las Ramblas* but may not be aware you have your very own neighborhood markets. These fresh food markets should be your first stop for grocery shopping. Please remember the best time to shop in these markets is in the morning as they often close in the afternoon.

Internet Cafes

Although you will have free and unlimited email access in your student accommodation, you may also want to frequent one of the many Wi-Fi cafes ('locutorio') in Barcelona. Compare prices before you log on! Also check out free Wi-Fi offered by the City of Barcelona: <http://www.bcn.cat/barcelonawifi/en/central-eq.html>

Post Office

There are many post offices in Barcelona. Opening hours are typically 08:30am-2:30pm Monday to Friday and 9:30am-1:00pm on Saturdays. Please remember to take a number (if available) as you enter the building, most likely from Category "A" which is for people wishing to send letters and packages. Post office branches can be found at this website http://www.correos.es/ss/Satellite/site/pagina-localizador_oficinas/info?idiomaWeb=en_GB



GETTING AROUND: PUBLIC TRANSPORT

Metro

Barcelona has an extensive subway system (Metro) that can take you all around the city. There are several main lines. It is the easiest and quickest way to move around.

Metro schedule

Monday to Thursday, Sundays, and holidays: 5:00am-midnight
Friday: 5:00am-2:00am

Saturday and the evening before 1/1, 6/24, 8/15, and 9/24: non-stop service.

December 24th: 5:00am-11:00pm

More info at <http://www.tmb.cat/en/home>



Bus

More than 8000 buses travel on 78 routes. The cost is the same as the Metro. Moving around with the bus can be a good idea if you need to get somewhere the Metro does not reach and/or if you are not in a hurry and feel like sightseeing. If you want to know how to go from one city point to another this web page is very useful: http://www.tmb.net/vullanar/en_US/vullanar.jsp. The buses run Mon-Sun, 5:00am-11:00pm (please check the specific schedule for your line)

Night Bus

Called NITBUS, these buses are yellow. They serve all important places in Barcelona (big squares, Las Ramblas, the big avenues, the beaches). They run from 11:00pm to 6:00am.

Ferrocarrils de la Generalitat de Catalonia (FGC)

Apart from the train lines that connect Barcelona with near cities, FGC has two main train lines within Barcelona: one from Plaça Catalonia to Tibidabo and the other from Plaça

Catalonia to Sarriá. Bus and underground travelcards are valid here. The FGC connects with the metro in two stations and if you transfer from the FGC to the metro within a certain amount of time, the transfer is free. You can also take a FGC line to the main UAB campus in Bellaterra.

Metro, Bus and FGC Fares (within Zone 1): see <http://www.tmb.cat/en/bitllets-i-tarifes>

Single metro or bus ticket: 2,15 EUR / Valid for one underground or TMB bus journey only

These are cheaper options for frequent travelers:

- **Travel card T-10: 9,95 EUR.** Allows 10 single journeys on public transport..
- **Travel card T-day: 8,40 EUR.** Allows an unlimited number of journeys on public transport during a one-day period (until service closedown).
- **Travel card T-Month: 52,75 EUR.** Valid for an unlimited number of journeys on public transport during 30 consecutive days from first use.
- **Travel card T-50/30: 42,50 EUR.** Valid for 50 journeys on public transport during 30 consecutive days from first use. Can only be used by the owner of the card.
- **Travel card T-Jove: 105 EUR.** Multi-trip card for people younger than 25 years, allowing a number of journeys without limit on all the transport modes depending on the zones (1 to 6 zones). Valid for 90 days following the first use. Can only be used by the owner of the card. This is by far the MOST popular choice of study abroad students in Barcelona.
- **Airport Ticket: 4,50 EUR.** Valid to get to the airport from any metro station within zone 1.

Note these prices are as of October 2017.

Taxis

In Barcelona, it is relatively easy to find a taxi, except sometimes at night. If you can't seem to locate one with a green light (the signal that they are unoccupied), you can always head to one of the larger hotels where finding a taxi is almost guaranteed. You can also call for a cab at one of the following numbers:

Servi Taxi: 933 300 300 / 933 399 262

Fono Taxi: 933 001 100

Taxi Service: Guitard, 43 / 934 902 222; Taulat, 19 / 932 250 000

Handicap Accessible Taxi Service: 933 577 755 / 933 581 111 / **934 208 088**

Please note that when calling a cab, the meter normally starts running before the taxi arrives at your residence/apartment. The driver starts the meter when he or she takes the call, not when you enter the taxi.

One of the main things that you need to be aware of when taking a taxi is whether or not the driver is charging you the correct fee. Unfortunately, taxi drivers sometimes

overcharge, particularly when the customer is foreign. You'll find a list of official rates in each taxi.

To avoid being cheated seem sure about directions and speak in Spanish if you can. If you believe you have been overcharged for taxi service, just ask for a receipt with the driver's identification number. The receipt should also list your pick-up point and destination. There is no need to argue with the driver. If necessary, you can make a *reclamación* the next day.

Airport

The airport is served by public train (Zone 1 fare applies, free with T-Jove pass) which departs from both the Passeig de Gracia and Barcelona Sants train stations every 30 minutes. More convenient is the Aerobus (fare of about 6 euros) which departs Plaça Catalonia every few minutes. Most convenient of all are the taxis which leave whenever you want but cost about 30 euros.

Bicing

Bicing (bicycling) is the newest public transportation system in Barcelona, and a cheap way to get from one point of the city to another. However, this service may not be available to international students studying in Barcelona for one semester. Furthermore bicycling on the streets of Barcelona is not recommended due to the aggressive traffic throughout the city.



TRAVEL PLANNING



While in Barcelona, you will no doubt want to take the opportunity to travel in Spain and/or in Europe. You will find true bargain travel packages for students! Think about your travel plans before you leave. There are some student passes you may want to purchase in the U.S.

Before you go, remember to email “Emergency Locator Information” to your Barcelona team, and have a great trip!

American Youth Hostel Card

A youth hostel card can be very valuable if you plan to travel in Europe before, during or after the Program. To obtain this card visit the website of the **American Youth Hostel Association** (www.hiusa.org) for further information.

International Student ID Card

An absolute must for getting reduced rates in Europe for air flights, museums and theaters is the International Student I.D. card. Visit their website <http://www.isic.org/>

Railpasses

A variety of different rail passes are available. Some are limited to specific countries, others give you free rein over most of Western Europe. The options are numerous so we suggest you visit www.raileurope.com/index.html Railpasses typically require extended travel to make them worthwhile. Extended rail travel should not be pursued during program dates but instead saved for before or afterwards.

Automobile Travel

Renting or driving a car is actively discouraged. Driving rules and patterns tend to differ greatly between the US and Spain as well as other European countries. Individual country laws governing auto accidents and liability are oftentimes complex and possibly risky.

Air Travel

The principal airport in Catalonia is Barcelona Prat, which opened a shiny new terminal in 2009 to help ensure its place on the map as a serious international airport. Fortunately for you, many 'low cost' operators (Vueling, Clickair, Easyjet, Air Berlin, Ryanair and many others) fly in and out of this airport. Reaching the airport from city center costs is FREE with a T-Jove transport pass, provided you take the train. Please remember there are two terminals at Barcelona Prat so ensure you travel to the correct terminal when flying out of Barcelona.

Two other regional airports can be found at Reus and Girona. Neither are cheap nor easy to get to from Barcelona so you may wish to think twice before booking a flight out of either.

Tourist Information Centers

These can be found at Plaça Jaume I and Plaça Catalonia. There you can find maps, monthly listings of cultural activities in and around Barcelona, purchase tickets for events/activities/excursions and more.

Storing Luggage

If you plan to travel before or after the program but will be leaving luggage in Barcelona, you will need to make arrangements for storage. You may not leave your luggage in your student housing before or after the program dates nor may you store it at the Wake Forest Barcelona Center.

1. LOCKERS AT THE AIRPORT in ground 0 Terminal 1. 10 euros per day, 30 days maximum: <http://www.aena.es/csee/Satellite/Aeropuerto-Barcelona/es/Page/1046097305505/1045569607407/#Consigna>
2. LOCKERS AT SANTS/PASSEIG DE GRÀCIA TRAIN STATIONS. The big ones (90x60x50) are approximately 5 euros/day.
3. LOCKERS AT BUS STATION (Estació del Nord) approximately 5 euros per day (the big ones)
4. LOCKERS NEAR PLAZA CATALONIA called "Locker Barcelona" prices range from 4 to 12€ per day (past students have used these)

Find more info here:

<http://www.barcelona-tourist-guide.com/en/transport/baggage-storage-barcelona.html>

COMMUNICATION

We know you are the connected generation and communication is important to you. Fortunately in Spain you can use the same options you would back home at Wake Forest.



Cell Phones

It is required to have a Spanish cell phone number because it is the best way to contact your Barcelona team in case of emergency. It is thus essential that you keep the phone on and that you have a viable account to make calls. As a non-national, you will not be allowed to have a phone contract, which limits your options to a card phone. The system for a card phone is different from in the States because you cannot buy minutes. You need to put money in your phone and you will be charged a small connection fee every time you make a call as well as be charged for every minute you speak. To recharge your phone, you may use an ATM machine or buy the minutes at a store.

You should carefully choose the plan that suits you best. Some important features of the most important phone companies in Spain are listed as follows:

- **MOVISTAR:** It is the largest company and its sound quality is excellent but the fees are high. <http://www.movistar.es/>
- **VODAFONE:** It is the second largest company with excellent sound quality and equally high fees: <http://www.vodafone.es/> Very popular with past students.
- **ORANGE:** It is the third company with better prices but more reduced coverage: <http://www.orange.es/>
- **YOIGO:** This company is a favorite one among students because all the calls among phones in this company are free and the rest of calls within Spain have a unique and very competitive fee: <http://www.yoigo.com/>

Most of these companies offer very advantageous packages of phone + money for around €30-€100. Some sell SIM cards only which you can then use in your US cellphone if it's "unlocked" as well as tri-band. One of the most interesting stores for purchasing a phone is THE PHONE HOUSE (<http://www.phonehouse.es/>), because it sells phones from all the companies and has special offers every month of the year. They have many branches in Barcelona.

How to Dial International Calls

o To Spain: Dial the international access code of the country you're in (011 from the US or Canada, 00 if you're calling from Europe), then Spain's country code (34) and the local number. A call to Spain from the US might look like this: 011- 34 - 923 21 24 66.

o From Spain: Dial the international code (00 from Spain), then the country code of the country you're calling (1 for US), then the number you're calling. To call the WF Center for Global Programs and Studies (336-758-5938) from Spain, dial 00 – 1 – 336 – 758 - 5938.

Internet

The Wake Forest Center in Barcelona offers you the option to access the Internet several hours a day and you will have wireless at the Universitat Autònoma de Barcelona (UAB) buildings during their open hours as well. The city of Barcelona provides free WIFI in certain locations throughout the city including the Plaza Mayor. Check the following website for locations: <http://www.bcn.cat/barcelonawifi/en/>

SKYPE! If you don't already have it, download Skype at www.skype.com, and tell all of your friends and family to do the same. Skype allows free video chat with other skype users, and cheap rates on calls to international phones.

CALLING WITH G-MAIL. You need to be connected to the VPN. Dialing a phone number via g-mail is very easy and inexpensive.

Sign on to Google chat and use the video chat option.

Smartphones also have options for making calls through WiFi. For instance, on iPhones, you can FaceTime other iPhones for free. You can also iMessage. Just make sure you are connected to WiFi!

With the combination of email, Internet options, and a cheap Spanish mobile phone, you can be in easy contact with friends and family in the US and Spain for a minimal amount of money.

Students are advised to bring their laptops but ensure they are insured in case stolen.

THE ESSENTIALS

CINEMAS

Cinemas in Original Version (no dubbing!):

Cines Verdi www.cines-verdi.com/barcelona

Carrer Verdi 32

Carrer Torrijos 49

Tel.932 38 79 90 Prices from 4,5€ to 9€.

Cines Balmes www.grupbalana.com

Carrer **Balmes 422-424** Prices from 6,8€ to 9€.

Cines Yelmo-Icaria www.yelmocines.es

Carrer Salvador Espriú, 61 Ctro.Cial (El Centre de la Vila Port Olimpic) Prices from 6,7€ to 8,6€.

COFFEE

Brunch and coffee www.coffeeandbrunchbcn.es/

Very popular with our students

DRY CLEANERS

1h Clean

Carrer Valencia 335 Tel: 4586154

The nearest one to the Wake Forest Barcelona Center

5 a sec <http://es.5asec.com/es-es>

GROCERIES

Dia www.dia.es

LIDL www.lidl.es

Mercadona www.mercadona.es

Caprabo www.caprabo.com

Carrefour www.carrefour.es

These are the cheapest supermarkets you can find in Barcelona.

You can walk around your neighborhood and find some of these supermarkets or check the Internet to find the nearest one.

Fresh Produce Markets (yum!!):

http://w110.bcn.cat/portal/site/Mercats/menuitem.8cf34d6b720bce1e7e357e35a2ef8a0c/?vgnextoid=527f9dbc1db18210VgnVCM10000074fea8coRCRD&vgnextchannel=527f9dbc1db18210VgnVCM10000074fea8coRCRD&lang=es_ES

The super user-friendly map at the link above will point you in the right direction. Be sure to visit the local public food market close to the Wake Forest Barcelona Center, the **Mercado de la Concepció**

GYMS



Dir www.dir.cat/ca

Large chain of gyms. Check the Web to find the closest to your accommodation.

Alta fit <http://altafit.es/gimnasio-club-altafit-diagonal-esp/>

Carrer Mallorca 318. Nearest one to the Wake Forest Barcelona Center and offers the option to pay quarterly (from €24/month) or monthly (from €25.50/month).

UAB Gym – SAF <http://saf.uab.cat/?id=12&sid=4cmkbbv3e2sftocaq8ti08q2o5&ban=10>

At the main UAB campus in Bellaterra, 40 minutes from city center.

HAIR SALONS

Easy cut Peluquerias www.easycut.es

Marco Aldany Perruquers <http://www.marcoaldany.com/encuentrasalon>

Rafael Pages Barcelona www.raffelpages.com

HOTELS FOR VISITING FRIENDS AND FAMILIES

Hoteles Catalonia

http://hoteles-catalonia.com/es/nuestros_hoteles/europa/espanya/Catalonia/barcelona/index.jsp

We recommend this hotel chain because we have worked with them in the past, accommodating our students, faculty and colleagues.

They offer several locations and prices/quality across Barcelona.

OFFICE SUPPLIES

Servei Estació <http://www.serveiestacio.com/>

Carrer Aragó 270-272 (Monday to Saturday from 9:00am to 9:00pm)
Tel: 93 393 24 10

You will find everything you need, but not the cheapest option. The cheapest option will be at the...

Chinese “Bazaar” that you can find in every neighborhood: low price, low quality.

PRINTING AND FAX

DIGY COPY www.digicopy.es

Carrer Girona 119 Tef. 934588341

Carrer Mallorca 614 Telf. 932454008

Their shop on Girona is the nearest one to the Wake Forest Barcelona Center.

Balmes Impressio Digital www.balmesimpressio.com/es

Carrer Balmes 116 Telf. 932.156.749

WorkCenter <http://www.workcenter.es/es/tiendas-workcenter/tiendas-en-barcelona.html>

These are full-service shops where you can get it all done! Note their store at Diagonal 437 is open 24/7.

RESTAURANTS

Bo de B Carrer Fusteria 14

Super popular with past students. Big “bocadillos”, small prices.

SHOPPING DEPARTMENT STORES and MALLS

Corte ingles www.elcorteingles.es/entradas/barcelona

L’illa Diagonal www.lilla.com/es

Diagonal Mar www.diagonalmarcentre.es

Las Arenas www.arenasdebarcelona.com



Appendix A: Responsible Behavior for WFU/Barcelona



As students at Wake Forest University and as participants in the *WFU Barcelona: Business & Global Studies* program, you are extremely fortunate to be enjoying unique privileges. As foreign students, you have a special opportunity to live and study in a different culture in a program designed to provide you with security, comfort and consideration. While in Barcelona you have the guidance and support of WFU to assist in making your experience overseas as beneficial and pleasant as it can be.

As American students interacting with Spanish citizens, professors & merchants, you are acting as representatives of the United States and of Wake Forest University. Irresponsible behavior on your part is an embarrassment not only to yourself, but to your country as well, and an insult to the school and officials in it who placed their trust in you by selecting you to study abroad.

As *WFU Barcelona: Business & Global Studies* students you must demonstrate enough maturity to responsibly enjoy the freedom and opportunities provided by the program. This freedom, in our program in Spain, includes the ability to drink alcohol legally.

Unfortunately, one widespread and all too-accurate stereotype of Americans in Europe is that they are especially immature with drinking. As you may know, many Europeans grow up drinking in moderation from a fairly young age. While there is abuse, by their adolescent years, most young Europeans are accustomed to alcohol, know their limits, and view drunkenness as an embarrassment. On the other hand, Americans habitually arrive in Europe, where alcohol age limits are scarce or non-existent in contrast to the controls in the U.S., and grossly overindulge. Sadly, it is often easy to identify the Americans in a Spanish city by their blatant inebriation and the often loud, rude, foolish and dangerous behavior that accompanies it.

Alcohol abuse will not be tolerated in this program. Above all, it is dangerous to the abuser as well as embarrassing and unhealthy. It has no part in our program.

All students are reminded that the Wake Forest Student Code of Conduct applies while participating in study abroad experiences. All students are also hereby advised of the following policy:

- In the existence of a substantiated report, the onsite team will immediately confront any student seen or reported to be behaving irresponsibly due to excessive drinking. An official *warning* will be issued at that time. Furthermore, the onsite team will contact the Center for Global Programs and Studies to inform them of the student's misbehavior.
- If a drunk student causes a disturbance a *second time*, he or she will be officially cited again, the Center and the student's parents will again be contacted, and sending the student home will be directly considered.
- Alcohol will not be permitted at the Center unless there is a program sponsored event. Students found with or consuming alcohol at the program center will be dismissed from the program at their own cost and will not earn any credit for their semester abroad.

Alcohol-related behavior constituting grounds for a warning or citation from the onsite team would include but not be limited to: destruction of property intentionally or due to a drunken stupor, vomiting, urination in inappropriate places, loud or abusive behavior, arriving drunk to classes or group events, causing a disturbance to host families, fights, or excessive and/or harmful consumption of alcohol that prompts a need for medical attention. In addition, absolutely no alcohol will be permitted in hotel rooms on group trips, or on the bus. Additionally students must abide by the rules related to alcohol established by your housing provider. Possession of alcohol in these places would also represent an infraction.

- If a student is found to be using or possessing *illegal drugs*, the Center and parents will be promptly notified and expulsion from the program will occur.

We regret deeply having to set these rules. It is unpleasant to have to discuss and enforce them, and it is unfortunate that they must be imposed in the first place. We would hope that all students would possess enough common sense, self-respect, courtesy and maturity to make these stipulations unnecessary. However, enough past students have demonstrated an appalling lack of these qualities to make strict alcohol rules a necessity.

With your cooperation it is sincerely hoped that the group can enjoy a time in Spain that is free of any alcohol-related incidents.

All students are asked to read the above memorandum closely and sign below to signify their understanding of it.

Signature of Student

Date

Printed Name

ID Number