



Pre-departure Information Bulletin & Travel/Arrival Instructions



Academic Year 2019-20

APRIL 2019

www.jym.wayne.edu



JUNIOR YEAR IN MUNICH • WAYNE STATE UNIVERSITY
401 MANOOGIAN • DETROIT MI 48202
TEL (313) 577-4605 JYM@wayne.edu

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CONTACT INFORMATION

JYM DETROIT OFFICE STAFF

Program Director: *Dr. Mark Ferguson*

Program Coordinator: *Ms. Jackie Smith*

Office address and contact information:

Junior Year in Munich
401 Manoogian Hall
Wayne State University
Detroit, MI 48202

jym@wayne.edu

(313) 577-4605 (phone)

If you have questions or problems of any kind relating to the program, contact Jackie Smith in the JYM Office (313-577-4605) before seeking information from any other Wayne State department.

Be sure to give this information to your parents/ guardians. Everything concerning program administration (for non-Wayne State students), including billing, admissions, registration, financial aid, is handled in this office and no other office on campus will be able to help you. When in doubt about anything, please contact the Junior Year office first.

Please do not attempt to contact the University of Munich (LMU) directly because they will have no record of you. The JYM is responsible for your matriculation and registration at the LMU.

MUNICH OFFICE STAFF

Resident Director: *Professor Hans-Peter Söder*

Administrative Coordinators: *Ms. Patricia Thill* and *Ms. Sommer Forschner*

Munich Office Address:

Junior Year in Munich
Richard-Wagner-Strasse 27
80333 Munich, Germany

Tel. 011-49-89 / 52 30 26 36

Fax 011-49-89 / 52 30 26 38

Email: junioryear@lrz.uni-muenchen.de

Please be sure that your parents/ guardians have these names and contact information.

WAYNE STATE UNIVERSITY “ACADEMICA” SYSTEM

As a JYM student, you will be admitted as a guest student and registered for 15 credit hours at Wayne State University. Once our Admissions Office has admitted the JYM student group, we will send you your student number, your Access ID and your password so that you can access the WSU Academica portal. The Academica system lets you do the following:

- View your Bill/Account Summary
- Pay your bill through the Online Payment system
- Order your official transcript of your JYM coursework to be sent to your home school at the end of the semester, and to order official copies any time in the future. (See also Transcript of Grades, p.21)
- Print an enrollment verification statement for insurance companies and suchlike
- Access your PLUS or Alternative Loan information, and Accept/Decline loan awards (if applying through Wayne State—see below)
- Access your WSU email (probably only necessary if you are applying for a loan, see below. The JYM will always use the email address you provide us.)
- View your 1098-T tuition statement tax form detail

PAYMENTS, FINANCIAL AID, LOANS

For payment information, please refer to the program costs and billing information sheets included in your acceptance packet. If you will be receiving financial aid from your home school, you can defer payment to Wayne State until your aid has been disbursed by having your Financial Aid office complete the bottom portion of the Billing Arrangements Form.

You must contact your home school’s financial aid office regarding student (Stafford/Direct) loans. You cannot transfer the second semester’s half of a student loan from your home school to Wayne State—you must go through your home school. Alternative Loans, or a PLUS (Parent) Loans can be processed using Wayne State as the school you are attending, but note that PLUS loans require you to file a FAFSA at Wayne State. You must access your Academica account and Wayne State email (see above) if you are applying using Wayne State as the school you are attending. All financial aid communications are done through email and on Academica.

DOCUMENTATION REQUIRED BY THE DETROIT OFFICE

Please submit all of your documentation into the online application system, and/or to Jackie Smith by the due date indicated in your offer letter. The due dates are especially important because they have been set up to coincide with University of Munich deadlines for matriculation.

OFFICIAL COPIES OF YOUR TRANSCRIPT Due as soon as grades are posted.

These transcripts are submitted to the University of Munich with your admission papers. **Student copies are not acceptable.** Many schools now offer official PDF electronic transcripts, and these are acceptable and you only need to order one. If paper transcripts, we must have two official copies for each college/university you have attended, showing grades for all course work completed to date. The transcript sent with your application is not adequate (even if you have already attained junior standing) since it does not show Fall semester/quarter grades for this academic year. Your transcript must verify that you have attained junior standing and that you have completed four semesters of college level German or the equivalent in order for you to be matriculated at the University. The University of Munich, by agreement, will not matriculate any student short of junior standing.

ADMISSION FORM FOR THE UNIVERSITY OF MUNICH (*Antrag auf Zulassung zum Studium*) Please carefully follow the line-by-line instructions to complete this form

APPLICATION FOR RESIDENCY PERMIT

Please use the German system of writing dates (day/month/year) throughout the Application to avoid confusion. The passport information is very important: if your passport expires before October 2020, apply for a new one now (see page 7) **Your passport must be valid for at least three months beyond the end date of the program.** If you don't have your passport by June 10th, return the Application form leaving that section blank, and send us the copy of your passport as soon as you receive it. Please fill out the form even if you have German or other EU citizenship and won't need a permit because the information is used for other purposes too. Use your German/E.U. passport information.

ONE COPY OF YOUR PASSPORT

Please scan the first double-page that has your signature, photo and passport number on it. The copy must be legible and your photo identifiable. While you are doing this, save an extra copy on your computer for yourself. This will be a huge help in getting a new one if you should lose your passport while you are abroad. Don't forget to SIGN your passport as soon as you receive it so it is validated!

IMPORTANT: Please note that while your residency permit is being processed, you will not have your passport. For this reason, do not arrange any travel outside Germany during the first three weeks of the program.

ONE DIGITAL PHOTO

One 2" x 2" passport-type digital color photo. We will print out copies as we need them. A lot of bureaucratic work is done for you ahead of your arrival, and German bureaucracy needs a photo for everything; the photos are used for your transportation pass, your residency permit, your student University I.D. card, your health insurance, etc.

PERMANENT U.S. ADDRESS AND ADDRESS CHANGES

If you have not given us a U.S. address where we will be able to contact you after your return from Germany, please update your address in the online application system. If your home address/phone changes during the year you are in Munich, please notify the Detroit Office in case we need to contact your parents while you are abroad or you after your return.

DOCUMENTATION FOR PERSONAL USE

PASSPORT

You must have a passport that is valid for at least **three months beyond the end date** of the program, with at least two blank pages available. Your residency permit, which you will obtain in Germany, covers two full pages of your passport and cannot be applied over any previous stamps.

Passport applications and instructions can be downloaded from the State Department Web Site: <http://travel.state.gov> First-time applications must be presented in person at a passport agency; the State Department website allows you to search by zip code for a list of locations nearest you where you can submit your application. Don't sign the form in advance because you need to do this in front of the agency official. If your passport agent requests your address in Europe, use the JYM office address given below.

c/o Junior Year in Munich
Richard-Wagner-Strasse 27
80333 Munich, Germany

You should plan on at least four to six weeks processing time. Don't forget to send the Detroit office one copy as soon as you receive your passport.

TIP: The State Department Web Site has a lot of other useful information specifically for students studying abroad: <http://studentsabroad.state.gov/>

TIP: We strongly suggest that you keep a copy of the first page of your passport for yourself—you have to scan it for us anyway (see Checklist). If your passport should be lost or stolen, it is much easier to get a new one with the information on the copy of the old one.

VISAS/RESIDENCY PERMIT

At the time of this publication (April 2019), U.S. citizens do not need a visa to travel to Germany and no inoculations of any kind are required. Your U.S. passport allows you to stay in Germany up to 3 months; since you will be in Germany longer than that, we will arrange for you to obtain a German residency permit after you check in with the JYM Program.

It will take 2-3 weeks after arrival for the authorities to process your application in order to receive your Residency Permit through the JYM. For these reasons, you should not leave for Europe more than 60 days ahead of orientation. All students should note that during 2-3 weeks processing time, you will not have your passport, so you should not arrange to travel outside Germany during the first three weeks of the program.

IMPORTANT: If you are leaving for Germany or any E.U. country early and will be staying more than 60 days before the JYM program begins, you MUST apply for your own residency permit in the city in which you first reside. The JYM will not be able to help you with this. Be aware that it is a big hassle to try to get your own permit unless you have an internship-type employer, an educational institution, or some other entity who will be sponsoring you. You are unlikely to be granted a residency permit just to “hang out” in Europe. The authorities will count each and every day that you have been in the E.U., and if you are over the 90 day limit, you will be fined and possibly deported and will jeopardize your eligibility to stay in Germany. Remember that it may take about 2-3 weeks to receive your Permit through the JYM, so you must take that time into consideration also. For these reasons, we strongly recommend that you do not leave for Europe more than 60 days ahead.

NON-U.S. CITIZENS

(If you are a citizen of any E.U. country, or Australia, Canada, Israel, Japan, New Zealand, Switzerland, or the U.S., you may apply for a residence permit after entering Germany without a visa. The JYM will arrange for your residence permit after your arrival in Munich.)

Non-U.S. citizens, including Permanent Residents ("Green Card" holders) are responsible for obtaining all necessary documentation to enter Germany, specifically an entry visa and/or a temporary residency permit in the form of a visa. No third party,

including the JYM, can do this for you. For more detailed information, please refer to the information sheets for Non-U.S. Citizens included in your acceptance packet.

NOTE: The Junior Year in Munich **CANNOT GUARANTEE** that non-U.S. citizens will be able to obtain a visa for Germany.

Permanent Residents (“Green Card” holders, or Resident Aliens) only: Please note that if you are a Permanent Resident and leave the United States for more than 365 days, you may have difficulty reentering the country. If you are going abroad early (for example, if you are participating in a Fall semester study abroad program before JYM) or staying later, you should apply in advance for a “Re-entry Permit” from the U.S. Citizenship and Immigration Services (www.uscis.gov Form I-131). This allows you to be away from the U.S. for up to two years and serves as an entry document when you return.

DUAL CITIZENSHIP

If you hold dual citizenship for the U.S. and Germany (or other EU country), please state only your U.S. citizenship on the university form (“Antrag auf Zulassung zum Studium”) to avoid any confusion at the University of Munich's Admission Office. However, you should list both citizenships on any other forms. Be sure to bring both passports with you and make sure they are both valid until at least October 2020.

INTERNATIONAL STUDENT IDENTITY CARD / YOUTH HOSTEL CARDS

Students will be issued a Student I.D. card from the University of Munich after their matriculation which is more useful in Germany than the ISE Card. However, if you will be leaving for Europe early the ISE card is useful for many student discounts and services, including special low student fares; discounts on tours, museums, transportation, etc.; and traveler's assistance hotline for emergencies (a toll-free number offering a multilingual staff ready to help with lost passports, legal issues or financial emergencies overseas). You can order an ISE Card online at www.isecard.com where you can find full information about the card.

EURAILPASS/STUDENT RAILPASS

Eurail passes may be ordered online from www.eurail.com/eurail-passes (not available to E.U. citizens or European residents). There are a number of different rail pass options available depending on your travel needs and your age. In most cases, however, we recommend waiting until you get to Germany to get a pass because there is usually no way to know in advance when you will be travelling during the semester.

TIP: The German rail system Deutsche Bahn offers a number of other rail pass options for students. Check out their Web site at: <http://www.bahn.de>

HOUSING and FACILITIES

ROOM ASSIGNMENTS

The Junior Year in Munich leases rooms from the University dormitory authority (Studentenwerk). Full year students are housed in the Studentenstadt (student village). All room assignments are made by the Munich office and depend upon what rooms we are allocated by the Studentenwerk. We will not know the exact location and configuration of all rooms until nearer the arrival date. The dorm room assignments and addresses will be included in the Orientation schedule which is emailed to students from our Munich office a couple of weeks before arrival. The Detroit office does not receive room assignment information in advance.

Students must vacate their dorm room by July 31st because they are used by the LMU for their summer programs. Dorm rooms must be left properly cleaned and completely empty (except for bedclothes) upon checking out. Students will be billed for any repairs or cleaning necessary and a hold placed on their transcript until the bill is paid. Students will be asked to complete an inventory of the condition of their room on arrival. Be sure to take this seriously so that you will not be assessed for damages for which you are not responsible.

PLEASE NOTE: the rooms are completely empty except for furniture and bedding and have no cooking equipment or tableware when you arrive, so you should plan on buying some basics after your arrival (see also Baggage & Shipping). Students will be able to

connect with outgoing JYMers to purchase items they may be selling and leaving behind.

Students most often eat lunch at one of the two Mensas, the student cafeterias, which are centrally located at the University. The Mensa offers lunch (including vegetarian and vegan options) at specified hours on weekdays at extremely reasonable rates (€3-4). The Mensa does not offer dinner, however.

BEDLINEN / TOWELS

The Studentenwerk (dorm authority) provides all rooms with basic bedding consisting of a sleeping bag, a pillow, and a mattress cover. The sleeping bag is machine washable and one advantage is that you can take it with you when you travel. Some students use the sleeping bag for the entire semester, but if you prefer to buy additional bedlinen and/or blankets there are lots of inexpensive places to do so. **Towels are NOT provided, so bring at least one towel and washcloth.**

MAIL, PHONES AND E-MAIL

(Please share this information with your parents and friends. This bulletin is also available in PDF format on our website.)

MAIL

Your permanent address in Germany, which should be used all semester, is:

Your Name

c/o Junior Year in Munich

Richard-Wagner-Strasse 27

80333 Munich, Germany

Note that the US Postal Service has extensive information on their website for mailing items internationally: www.usps.com. The following is the basic information:

Regular mail should be sent to you by First Class Mail International which takes 6 to 10 days to arrive. German postal regulations forbid the mailing of cash in letters. It is

recommended that important or valuable items be sent to you in care of the Junior Year office via Federal Express or UPS or DHL which have tracking functions, rather than by USPS. Parents should be careful not to send any items which require a signature upon delivery to the JY office during periods when the office is closed and there would not be anyone there to sign for it, e.g., the Easter holidays. All students will be notified in advance about office closings.

Sending packages from the States is extremely expensive. Rather than sending you stuff from the U.S., parents and friends can make good use of the German-based online vendors such as www.amazon.de and www.ikea.de (do not use the .com suffix!). Goods bought from German-based stores avoid huge overseas mailing charges, and you can pay with your normal U.S. credit card (the Euro cost is exchanged into Dollars on your statement). Remember that unusual foreign online purchases send a red "fraud" flag to the credit card company, so it is a good idea to phone customer service before you order so they know what you are doing and can put a note on your account. However, do not order such purchases before your arrival in Munich! You cannot have packages from online purchases delivered to the JYM office. After your arrival you can arrange for packages to be delivered to a DHL Packstation nearest to your dorm room or for larger packages to the nearest Post Office. Both methods send you a text message when your package is ready to pick up so it's super convenient. The online registration process is very easy and you will get complete instructions during orientation, but you can't do it ahead of time because you need a German cell phone number.

IMPORTANT TIP: Parents and friends should be aware when sending packages from the U.S. that gifts which have a stated value, or insured value, of more than €45 (\$50) are subject to a € 15 "processing fee" PLUS import duty of about 30% of the package's value by the European customs offices. The duty on such packages can be well in excess of the value of the contents. Do not attempt to send any type of computer or electronic equipment through the mail because the surcharges and import duty are prohibitive.

IMPORTANT: Medicines or prescription drugs can NOT be sent through the mail. See also "Health and Health Insurance." Certain foods such as dairy products, including dry products like Macaroni&Cheese, any type of meat, and fresh produce are also prohibited, so if in any doubt check with the Post Office first.

PHONES / CELL PHONES / PHONING / EMAIL

Land lines: Students can have private telephones installed in their rooms for approximately €50 plus a €10 monthly fee plus the cost of individual calls. You should expect a waiting period of several weeks to have a phone line activated. It is a bit of a hassle to have a phone installed and requires that you open a bank account for the bills to be paid from. Nevertheless, if you expect to make and receive a lot of calls to/from the U.S., this is likely to be a cheaper option than international cell phones.

SKYPE, WhatsApp, Facetime, etc. (Voice Over Internet Protocol): If both you and your parents/friends have computers or smartphones, you can take advantage of internet calling. Most recent students now use Skype (www.skype.com) which is a free service for international calls if used between two computers, both with Skype software. They also have paying plans to connect from a computer to a land line or mobile phone. This is certainly the least expensive way to call home. Another popular option is to place calls to and from smartphones over Wi-Fi using applications like WhatsApp and Facetime.

Cell phones:

You have a few options regarding mobile-phones while you are abroad, the first is to take your American phone with you if it will work in Europe, and maintain an American plan while abroad. This can be very expensive, and you should first check and see if your phone will work in Europe. Europe uses GSM technology for their mobile-phone network. You can call your phone provider to ask them, or check your operating manual (look for “tri-band” or “quad-band” which signifies GSM technology) to see if your phone is compatible. If your American phone will work in Europe, you should be sure to check on rates and international calling/texting plans, and data-roaming rates for smartphones. These can be very expensive so normally the best solution is to first ask your phone provider for the code to “unlock” your phone so you can switch out the SIM card for a European one when you get there. This will give you much better, local rates.

Most students choose to get a pay-as-you go SIM card while in Munich. This is a good option so you do not have to purchase a two-year contract. SIM cards can be used in an unlocked phone, and can be bought at Aldi, Tchibo, T-Mobile, etc. Due to a new EU regulation, you must show ID registration to activate your card, so this can cause a delay in obtaining a German cell phone number.

HOW TO PHONE

Please note that Germany is six hours ahead of Eastern Standard Time, so if you call the JYM office later than 11:00 am EST (8:00 am Pacific), it will be after 5:00 pm in Munich.

To telephone the office in Munich from within the Munich area dial:

52302636

To telephone the JYM office in Munich from within Germany, dial:

089 52302636

To call the U.S. from Germany, dial:

00+1+(area code)+number

To telephone the JYM office in Munich from the U.S. dial:

011 49 89 52302636

(011 = international code; 49 = Germany; 89 = Munich; 52302636 = JY office number)

To telephone a student's European cell phone number from the U.S., you do not use the (89) Munich area code, but rather the cell phone "area" code, e.g.

011 49 **179** 1957330

INTERNET ACCESS

Most rooms are wired for Ethernet internet access, but some are not WiFi ready. Many students purchase or bring their own routers so that they can set up WiFi in their rooms so that smartphones and tablets will work. Each dorm building has one or two tech support people who can quickly help with any set up problems. The JYM institute is set up for WiFi access also. The JYM institute also has limited computer access for students, and there are Internet cafes and WiFi spots all over Munich. In most cases, you can keep your current e-mail address while in Munich (e.g. XXXX@gmail.com)

MONEY MATTERS

THE EURO

The current exchange rate (April 2019) for U.S. Dollars/Euro is approximately:

US \$ 1.00 = EU € .88

EU €1.00 = US \$ 1.14

So, if you have \$500 and want to convert it into Euro, either multiply by .88 or divide by 1.14. It is quite likely that this exchange rate will change over the course of the next few months, so you should check this before purchasing any Euro. There is a currency converter for today's exchange rate at: www.x-rates.com

MONTHLY LIVING EXPENSES

Living expenses in the first month will be higher than in other months, because of the many items and supplies you will need for your room, your MVV Semesterticket, as well as school books and supplies, but also because some time is needed to find the most economical lifestyle.

You should plan on needing an average of about €500 per month (about \$568 at today's exchange rate, April 2019). The amount that a student will spend is an individual matter, so students will tend to adjust this amount depending on their own particular lifestyles and resources. Extensive travel, eating in restaurants, and entertainment will add to basic expenses, so students will need to monitor the amount of money spent on these items in order not to overspend their budgets. Please remember that €500 is not intended to cover extensive travel or major purchases. Students and parents must also bear in mind that because of the instability of the exchange rate, it is impossible to quote a firm dollar figure for the monthly living allocation. We recommend that students have available the equivalent of the suggested €500 monthly, regardless of the corresponding dollar amount, which, in the course of the year, may go up or down.

YOUR ARRIVAL AND FIRST MONTH

When you first arrive in Munich you will need some cash for immediate needs while you get settled in. In general, we recommend that you use an ATM debit card to withdraw cash as you need it. ATM machines can be found at the airport and throughout Munich (see more information on debit cards below). However, for immediate purposes after arrival it is a good idea to have approximately €200 in cash in Euro with you just in case your ATM card does not work for some reason, or you don't have immediate access to an ATM machine. Euro can be purchased at most large banks in the U.S., although you may have to order them in advance. You could also exchange some Dollars at a "Bureau de Change" kiosk at the airport before you depart for Munich, or after you arrive in Munich.

NOTE: Students should be prepared to pay the one time fee (cash or credit card) for their MVV "Semesterticket" for the U-Bahn and S-Bahn which is good for the entire semester. The Semesterticket allows for unlimited rides in the entire subway system 24/7. The fee is currently €264 but may increase next year.

RECEIVING MONEY IN MUNICH

As indicated above, the most common and least costly method of receiving funds in Munich is by ATM Debit Card. However, please read carefully the information below to make sure that your debit card will work in Europe. There are other methods for receiving funds but they require that you open a bank account in Munich which you may find useful or necessary, depending on your circumstances. Our office in Munich will assist students to open a bank account upon arrival if they wish.

ATM DEBIT CARDS:

Debit cards allow you to withdraw money directly from your stateside checking account with only minimum ATM fees, no interest, no cash advance or other fees and at a very good exchange rate. This is best for students who have their own Stateside checking accounts, and for parents who can deposit money into the account in the U.S.

Before you leave for Munich:

- make sure your debit card has the Plus or Cirrus, or Mastercard or Visa, sign on it.

- make sure your money is in a Checking account; you cannot withdraw funds from a Savings account when you are abroad.
- contact your bank to confirm that your card will work in Europe (call the Customer Service number of the back of your card). Also check with your bank as to the daily limits on the amount you can withdraw.
- alert your bank that you'll be making ATM withdrawals in Europe — otherwise, the bank might block your account if it detects what it perceives as unusual spending patterns.
- make sure your PIN is a numeric four-digit PIN; if it is longer than four digits, you will need to request a new four-digit PIN.
- make sure that someone in the U.S. (e.g. your parents) has a photocopy of your card, knows the number to call if your card is lost or stolen, and knows your PIN
- test your ATM debit cards before leaving the U.S. to make sure they work

Other notes about using ATMs:

- although you will receive Euros from the ATM machines, the amount withdrawn will be charged in U.S. dollars against your checking account, so you will want to monitor your checking account balance on a regular basis
- please note also that many ATMs in Germany do not print out a receipt when you withdraw money, so you will want to keep your own record of your transactions

CREDIT CARDS

Credit cards, such as Visa, Mastercard, and American Express, may reduce your anxiety about handling sudden expenses. They are also very useful for travelling outside Germany. You should note, however, that cash advances on credit cards may have fees assessed on top of the interest rates. Look for cards which specify "No cash advance fees." In general, credit cards are not as widely used in stores and restaurants in Germany as they are in the States and most people pay in cash.

PERSONAL CHECKS

Unless you open a German bank account, it will be impossible to cash a personal check. However, American Express offices will cash personal checks of up to \$1000 every 3-4 weeks, if you are a card member and have a passport as identification.

GERMAN HEALTH INSURANCE – MANDATORY

The German government and the LMU München require all students to be enrolled in the statutory insurance program for students from the date of arrival. The LMU München will accept no other coverage. The cost of this insurance for the semester is included in the program fee and the JYM arranges for your coverage ahead of your arrival. The coverage is fully comprehensive (ie. it is not “tourist” or traveler’s insurance but full health care coverage) and includes prescriptions and non-cosmetic dental care and non-cosmetic eye care. However, since the German insurance does not cover you in the U.S., it is not recommended that your parents remove you from their policy. Coverage always starts on the first business day of the month in which the semester begins, so in 2019 that is April 23rd. There is further information on, and a link to, the insurance company (Technische Krankenkasse, TKK) on our website under “Health and Safety.” You will get full information on using the German health system upon your arrival in Munich.

NOTE: Coverage ends on July 31st, so if you plan to stay in Europe beyond that date, you should obtain your own insurance coverage at the end of the program.

Students **over 30 years old** are not eligible for student insurance and must purchase private insurance. Since applying for private insurance is more complicated administratively, our Munich office will assist you in obtaining it after your arrival.

Recommended Additional insurance: Students are highly encouraged to purchase supplementary coverage through the ISIC (International Student Identity Card/ STA Travel). Visit (<https://www.myisic.com/travel/travel-insurance/>) to purchase the additional coverage. **There is a fee of \$25 for the entire year**, and covers events that the comprehensive German health insurance does not. Including: emergency medical evacuation, coverage in non-EU countries, private mental health benefits, and repatriation of remains.

We highly recommend this upgrade which adds coverage for unreimbursed expenses that could arise. The small fee of \$25 will provide the coverage of peace of mind in the case that something unexpected happens.

MEDICINES AND PRESCRIPTION DRUGS / DOCTORS

If you take medicine on a regular basis, try to take with you enough supplies to last you for a couple of months or so. Note that pharmacies in Germany cannot fill prescriptions that are made out in the United States. If you are on regular medication and cannot take enough with you to last for the semester, you will need to have a prescription written by a German doctor for the German equivalent after you get to Munich. You should ask your U.S. physician for a legible written prescription and a note from him/her indicating your condition, the name of the medication you take, and the dosage. A doctor in Germany can then help you identify the equivalent product and write a German prescription for it. Almost all drugs available in the U.S. have an equivalent in Germany. The JYM can direct you to a doctor who is familiar with our students and such requests.

IMPORTANT: However, you must bear in mind that a German doctor will not simply prescribe potent medication without having first seen the patient and conducted his/her own diagnosis. This can't be arranged in advance. The fact is that if a student needs medical help, physical or mental, while in Germany, they naturally fall under the auspices of the German medical professionals who will conduct their own evaluation and diagnoses. In short, it will be German treatment by German doctors within the German health system, and it may or may not be the same as back home.

Do NOT have medicines or drugs of any kind sent to you through the mail, including non-prescription drugs like aspirin--this is a Federal offense both in the U.S. and Germany. If you have a favorite brand of non-prescription medicines (e.g. Tylenol), bring some with you since you may not find the same brands in Germany.

The JYM office in Munich maintains a list of English-speaking doctors in any specialty. Students will be given any help they may need in finding an appropriate physician.

BAGGAGE AND SHIPPING

CLOTHING & FOOTWEAR

The temperature in Munich can get down to around 20 - 30oF in the winter. (Temperature is measured in Centigrade in Europe, so you might want to familiarize yourself with it in advance). It tends to be a "damp" cold, without the lengthy bitter cold periods that occur in the mid-West of the US. There is some snow in the city itself and a lot in the mountains. It rains a lot and warm winter clothing and an overcoat and raingear are essential, and particularly bike gear if you expect to buy a bicycle. Something suitable for an occasional somewhat formal event will be useful. For women: bring shoes that you can walk effectively in (forget flip flops!) — walking is a way of life in Germany and you will be doing a lot of it. Decide what you would like to take with you, then divide it in half—that'll be all you need. Not only is your room very small, but remember that you have to bring everything back, too, and you'll most likely acquire quite a few clothing items in Germany. It gets expensive to ship a lot of things home.

HIKING BOOTS/SHOES

There is plenty of opportunity for fabulous hiking in Bavaria and beyond. If you enjoy hiking, be sure to bring appropriate clothing and some real hiking shoes or boots. Soft-soled sneaker type shoes are completely inadequate for mountain hikes. If you buy new hiking boots or shoes to take with you, be sure to break them in before you leave!

PERSONAL PRODUCTS & ITEMS FOR YOUR ROOM

Arriving in a new city is stressful enough without having to worry about immediately finding equivalents to your customary personal hygiene and grooming products. Take some supplies of your favorites with you to last for a month or so which will give you time to find similar, or perhaps even better, products.

Basic bedclothes are provided by the dormitory authority. However, towels and washcloths are not provided so bring at least one of each (see also p.12). **Be aware that except for furniture and bedding, the dorm rooms are empty when you arrive,** so you will need to purchase some basic kitchenware and other supplies for your room. Rather than taking up space in your luggage, it is probably easier and usually more cost-

effective to plan on buying the few items that you will need after your arrival. However, if you have any favorite items like cookbooks or American measuring cups, by all means bring them along.

BICYCLES / SKIS / MUSICAL INSTRUMENTS

Students should obtain information from the airline (see Excess Baggage below) regarding special instructions and additional costs for transporting skis, musical instruments, or any other bulky items. Used bicycles are easily available in Munich (around € 50-80) and can be sold again at the end of the year. This is preferable to bringing your own which will probably cost more than this to transport in excess baggage fees or freight charges. We do encourage students to bring musical instruments and other performing equipment since there are many opportunities to join groups in the performing arts. Also, if you rollerblade or roller-skate, be sure to bring these along because you'll find ample opportunity to use them (but check with the airline on fees and regulations for transporting them).

COMPUTERS

We highly recommend that you bring a notebook/laptop/tablet computer, since you will find it just as useful as you do at home. You can take it as the one piece of carry-on luggage that you are allowed on the flight. Ethernet connections are installed in the rooms so you can have e-mail and internet access right away. Some rooms are also WiFi ready, but if not, you can get WiFi if you purchase a router. The JYM institute (offices, classrooms, lounge, and library) is now set up for WiFi so you can access the internet with your portable computer. There are also two computers at JYM for student use.

Make sure your computer has an Ethernet networking card (for internet access in your dorm room) as well as a wireless card. Be sure to take the computer cord with the black adapter box with you, as well as the Ethernet cable which should be supplied if your computer has a networking card. The right kind of cord or plug adapter that plugs into the wall can be easily purchased at Hertie or Kaufhof or computer stores in Munich. It is probably not worth wasting your time trying to purchase such connectors ahead of time in the U.S. since it tends to confuse the computer tech folks at the manufacturer support lines, and dumbfound any retail electronics store clerk 😊

ELECTRICAL APPLIANCES

Electrical appliances will generally not be useful unless you take along a converter and special plug adapters. These kits are available at department stores or Amazon for approximately \$35.00. If you wish to take such items as a hair dryer or electric razor, you should purchase one that is adaptable to 220V current. Adapters and converters for such items are not really satisfactory for an entire semester's usage, and you might consider waiting to buy these in Germany.

BAGGAGE

Each airline has its own rules for baggage allowances, and many of them now charge fees for each suitcase. Some make exceptions for international flights, some not. Since the rules for fees are constantly changing these days, you should visit your airline's website for the most up-to-date information on baggage fees as well as weight and dimension specifications. Some airlines are very picky about specifications for carry-on items, especially on international flights, so make sure you are within the limits. Before shipping anything we suggest you also check into and compare the rates for taking an extra suitcase with you on your transatlantic flight, since it may be more economical to pay the excess baggage charge than to pay the postal rates.

AIR FREIGHT

You can arrange for Air Freight to Munich through any convenient airline. This method has proven cheaper than International UPS. You will, however, have to pick up your package from the Munich airport.

OTHER INFORMATION

ORIENTATION PERIOD ATTENDANCE

The orientation program is an integral component of the JYM experience and attendance is mandatory. Some days are free during Orientation, but students should not plan on travelling outside Germany because they will not have their passports for the first 2-3 weeks while their residency permits are being processed. The JYM observes legal German holidays and classes are not held on those days. The Munich office will e-mail the Orientation Schedule to participants as soon as it is available in March.

COURSE REGISTRATION

You will not be able to register for classes until after you arrive in Munich, however, you should familiarize yourself with the University of Munich online Vorlesungsverzeichnis (“LSF Online Portal”) in advance of your arrival if you plan to take courses at the LMU. Our website has instructions on how to navigate course options in the Online Portal. We will notify you when the Sommersemester class schedule comes into view. You will need to act quickly during orientation to meet registration deadlines at the various departments of the LMU and this will be much easier if you have an idea of the courses you want to sign up for. The JYM holds special workshops on how to pick and sign up for courses and it is extremely important that you pay close attention to the information. If you don’t understand something, always ask – that’s what we’re there for!

LMUcard – Your Student ID

Before your arrival, you will be receiving important emails from the LMU. All new students receive an email with an activation link for their LMU account. Please be ready to submit a photo for the LMUcard during the activation process.

Your online account gives you access to the LSF Course Registration and LMU portals as well as your LMU email account. **PLEASE SAVE ALL EMAILS FROM THE LMU** as we will be needing the information in these during orientation! The LMUcard is a multi-functional StudentID, library card and card for the cafeterias and bistros, it functions as well as public transportation pass, which you can use to purchase your semester tickets for transportation. Activation of your account can take up to 72 hours. In order to apply for the LMUcard you will need to complete the online application process including uploading a passport type photo.

TRANSCRIPT OF COURSES & GRADES

JYM grade reports are produced at the end of each semester in Munich, and sent to Wayne State to be posted to an official WSU transcript. **You are responsible for ordering a copy of your JYM transcript through your Academics account to be sent to your home school at the end of each semester.** You should check with your study abroad office as to where it should be sent. A hold will be put on your transcript until any bill for room damages or cleaning has been paid (see page 11).

Your JYM transcript is held permanently on record at Wayne State and you can order official transcripts any time in the future that you need one. You will most certainly need to do so if you apply to graduate or professional schools later. Remember to keep your Wayne State ID safe so that you can order transcripts whenever you need them. Because the U.S. system of grades and credits is largely unknown at German universities, grades for university courses can often be delayed unless the student has taken every possible step to ensure that the instructor realizes the urgency for submitting a timely grade. Explicit instructions for obtaining a "Schein" (grade report) from University instructors will be given to you in Munich. If you do not follow these instructions, it may be months before you receive a grade for University coursework.

SAFETY ABROAD

Although Munich is statistically far safer than almost all U.S. cities, students should be aware that all large cities suffer from some degree of common crime. In fact, because Munich "feels" so safe, you may find that you let your guard down in way that you never would back home. With the co-operation of the local Munich police, the JYM office provides a good deal of specific information and tips on local safety during the orientation period.

The Munich office monitors all advisory notices sent out by the American Embassy in Munich and forwards this information immediately to students. We ask that you do not leave Munich without notifying the JYM office so that we have information on your whereabouts at all times. More information on security issues will be covered during your first week after arrival, and please also read the enclosed letter from the Program Director.

TRAVEL INFORMATION, ARRIVAL, AND SCHEDULE

JYM SCHEDULE AND UNIVERSITY CALENDAR

Check in Dates:	Tuesday, September 24 (9am-4pm) OR the morning of Wednesday, September 25 (9am-12pm)
Orientation begins:	Wednesday, September 25, 2019 at 12PM
First Semester:	October 14, 2019- February 7, 2020
Semester break:	February 8, 2020- April 19, 2020
Second Semester:	April 7, 2020- July 24, 2020
End of 2019-20 program	July 24, 2020

Students must vacate their rooms by July 31st, 2020.

There is a short Christmas break from December 24, 2019, through January 6, 2020. The JYM office in Munich closes for Easter and all German national holidays. The JYM observes legal German holidays and classes are not held on those days.

BOOKING A FLIGHT TO/FROM MUNICH

ARRIVAL & CHECK-IN DAYS/TIMES:

TUESDAY, SEPTEMBER 24, 2019 (9:00AM – 4:00 PM) OR

THE MORNING OF WEDNESDAY, SEPTEMBER 25, 2019 (9:00AM – 12:00 NOON)

Flights from the U.S. arrive the next day in Germany, so if you are not leaving for Europe earlier than the start of the program, you should **book your flight for Monday, September 23 or Tuesday, September 24** so you arrive on either September 24 or 25. These are the **ONLY DATES** on which you can arrive at the JYM and be checked into your dorm room. It is highly suggested that you plan on arriving on Tuesday, which will give you an extra day to settle in before the official start of orientation.

SUGGESTED RETURN DATES: JULY 25, 26, 27

The program ends on July 24th, 2020, and we suggest booking your return flight a couple or more days later to give yourself time to pack up and clear your room but you can leave earlier or later as it suits you. Please note, however, that you cannot stay in your room past July 31st because the rooms are turned over to the Studentenwerk for the LMU summer school.

When researching flights, we highly recommend that you look into the Lufthansa student flights program, "GenerationFly" at: <https://generationfly.com> Lufthansa offers student flights that are valid for an extended stay abroad, plus one free date change (this is a big plus if you want to change your plans later). You can also research flights through the major travel sites such as www.travelocity.com or www.orbitz.com, or through a local travel agent, and/or through the airlines' own sites. You should also check into the student-oriented travel sites such as www.studentuniverse.com, www.STATravel.com, and www.cheaptickets.com. However, you should be aware that these discount agencies are consolidators (they buy tickets in bulk and resell them) so you do not get the same level of service if anything goes wrong that you get when you buy a ticket from the airline itself. They also usually have high fees for changes or cancellations, so read the fine print.

CAUTIONS:

>> Do not book a flight both into and out of a country other than Germany because it can look like you intend to stay more than 90 days in that other country. Every E.U. country has its own rules for residency permits for non-E.U. citizens and you may not be allowed on the plane if you do not have the requisite documentation. As an example, you should not plan to fly into Austria, and then arrive to Munich via train.

>> Where possible, book a flight without connecting flights in other EU countries. This is to avoid complications related to the Schengen Agreement, it is best to book a flight that connects in another U.S. city, or Canada, or a non-Schengen country including Britain. (Connecting within Germany is fine, however.) The following is from the State Department travel guidelines:

"Travelers have also been **delayed or refused entry** to the Schengen zone for lacking an onward non-tourism visa for their stay in another country - even if the appropriate visa is available upon arrival in the traveler's final Schengen country. If you are **denied**

boarding for either of these reasons, you will need sufficient funds and a return airline ticket or an itinerary that does not require entry into the Schengen zone.”

ARRIVAL IN MUNICH AND CHECK IN

TUESDAY, SEPTEMBER 24, 2019 (9:00AM – 4:00 PM) OR

THE MORNING OF WEDNESDAY, SEPTEMBER 25, 2019 (9:00AM – 12:00 NOON)

When you arrive in Munich, you should proceed directly to the Junior Year in Munich office. The address and directions from the airport are given below and more detailed directions will be emailed to you closer to the program start date. You can arrive at the Junior Year office and be checked into your dorm room **ONLY** on September 24 or September 25 during the hours stated above.

If you arrive in Munich before September 24, or after the above check-in times, you will have to make your own overnight accommodation arrangements at a youth hostel or pension. The Junior Year in Munich office will not be able to help you with this.

See below for directions to JYM from the airport. More detailed directions will be sent to you by email nearer the time of arrival.

DIRECTIONS FROM MUNICH AIRPORT TO THE JYM OFFICE,

RICHARD-WAGNER-STR. 27

(More detailed directions from the airport will be emailed to you closer to the program start date.)

Take the S8 subway train right from the airport to Hauptbahnhof. Change at Hauptbahnhof on to the U2 (Red Line) going north to Königsplatz (one stop). Exit at the front of the train and take the escalator up one floor. Take the "Briennerstrasse" exit on your left; look to your right when you reach the surface and you will see a crosswalk. Cross Briennerstrasse there, then walk to your left until you reach Richard-Wagner-Strasse. Turn right on to Richard-Wagner-Strasse and follow the street until you reach Gabelsbergerstrasse. The entrance to JYM is actually around the corner on Gabelsbergerstrasse.

If you have a lot of heavy luggage, you could take a taxi from Hauptbahnhof, or even from the airport, instead.