PRE-DEPARTURE ORIENTATION MEETING

1. Housing:
   a. Complete list of housing assignments is available through Sakai (UNIV 362/Resources).
   b. Considerate and respectful behavior towards host family is expected.
   c. Code of conduct: Verbal warning, followed by written citation (with copy to Judicial Affairs in Newark), followed by expulsion from the program.

2. Packing: Pack light (one suitcase and one carry-on allowed). Luggage delays are not unusual, so pack some essentials (for 1-2 days) in your carry-on. Recommended items to bring with you:
   a. **Program related items**: Laptop, camera, SPAN 306 textbook, folder with program handouts (addresses, calendar, syllabi, etc.), and service learning materials. Note: Print the latest version of all documents (preferably after December 15).
   b. **Luggage**: Warm-weather items (shorts, t-shirts, underwear, etc.), comfortable walking shoes, rain gear (it is supposed to be the rainy season in Panama), and one sweater to wear at school (very cold AC!). For special events, bring at least one “formal” outfit.
   c. **Useful**: Travel guide (with a good map of the Country and Panama City), alarm clock, copy of passport, and gift for your host family (ideally, something representative of your hometown, or your State).

3. Travel documents: On the date of travel have your **passport** and **airline itinerary** handy. Tourist card will be obtained in Miami (or upon arrival). Have $10 (two $5 dollar bills) in cash available.

4. Cash: Consider bringing some cash with you ($200-$300). Additional in-country expenses can be handled through Debit and/or Credit Cards (remember to confirm with your bank that your Debit card can be used in Panama).

5. Travel plans. Arrive at least **two hours** prior to departure, and proceed directly to the assigned gate. Be at the gate at least 30 minutes before scheduled departure and **check in with program director** (in both Philadelphia and Miami).
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6. **Airline tickets**: Available for pick up now at the Institute for Global Studies (Elliot Hall). Students with outstanding documents (or incomplete course registration) will not receive their tickets until all documents are received by IGS.

7. **Academics (“To do list”)**
   a. **SPAN306**: VERSANT Test (must be completed by Monday, December 5).
   b. **UNIV 362**: Service Learning Plans (fund raising results??)

8. Highly Recommended: Enroll in State Department’s **Smart Traveler Enrollment Program (STEP)**
   
   [https://travelregistration.state.gov/ibrs/ui/](https://travelregistration.state.gov/ibrs/ui/)

9. **Provisional contact information while in Panama** (NOTE: Dr. Cubillos’ mobile phone information will be provided upon arrival).
   a. **Program Director**: (507) 269-7770 (Hotel Phone Number)
   b. **TAs**: Elena (507-224-0958); Miguel (507-398-3966)

10. **Contact information before departure**: cubillos@udel.edu