



# Incoming Exchange Student Guide

Heavener School of Business  
Academic Year 2019-2020



**HEAVENER**  
SCHOOL OF BUSINESS

**WARRINGTON** COLLEGE *of* BUSINESS

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# About the University of Florida & Warrington College of Business

## University of Florida (UF):

[www.ufl.edu](http://www.ufl.edu)

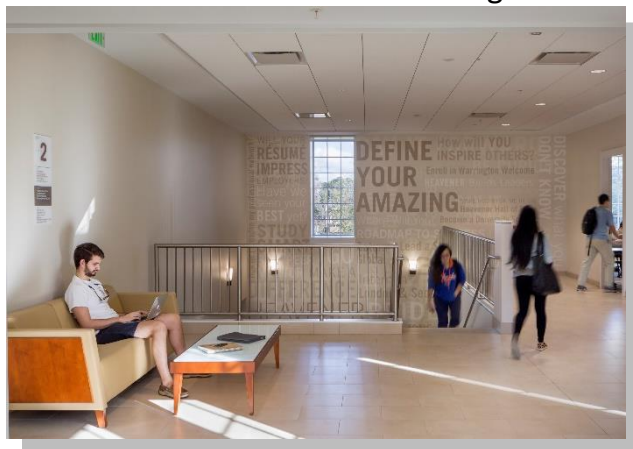
The University of Florida (UF) is a public, land-grant research university. It is one of the largest and most comprehensive universities in the United States encompassing virtually all academic and professional disciplines. It is the oldest of Florida's ten universities and designated as one of the two preeminent universities in the state. Currently, UF has more than 51,000 students, 100 undergraduate majors, 200 graduate programs, and 200 research centers.

You can learn more about the University Florida and the city of Gainesville by visiting, <https://warrington.ufl.edu/undergraduate-international-study/incoming-exchange/>. The site includes a virtual tour of campus, downloadable maps, links to the student handbook, and a host of other resources.

## Warrington College of Business (WCB):

<http://warrington.ufl.edu/>

The Warrington College of Business hosts departments of Management, Marketing, Finance, and Information Systems. Accounting studies are housed in the Fisher School of Accounting. The WCB and its programs are fully accredited by AACSB. Through the academic programs, the WCB is committed to developing interpersonal and total management skills through team and small group work; providing opportunities for development of leadership skills; promoting academic mastery of classroom skills, and fostering the habits and attitudes that constitute a research ethic. Departments and programs in the WCB consistently receive national recognition from various business publications such as Business Week, the Economist, Forbes, and U.S. News & World Report.



# Contact Information

## Warrington College of Business

**Contact:** Heavener School of Business (Undergraduate)  
International Programs Office  
Warrington College of Business, University of Florida  
301 Heavener Hall, PO Box 117160  
Gainesville, FL 32611-7160 U.S.A  
Email: [International.programs@warrington.ufl.edu](mailto:International.programs@warrington.ufl.edu)  
Fax: 352-846-0186

<u>Name</u>	<u>Email</u>	<u>Phone</u>
<b>Mr. Joe Rojo</b> Director	<a href="mailto:joe.rojo@warrington.ufl.edu">joe.rojo@warrington.ufl.edu</a>	352-273-0151
<b>Mr. Jason Ward</b> Associate Director <i>Exchange Coordinator</i>	<a href="mailto:Jason.Ward@warrington.ufl.edu">Jason.Ward@warrington.ufl.edu</a>	352-273-0167

## UF International Center

**Contact:** University of Florida International Center  
170 Hub, POB 113225  
Gainesville, FL 32611-3225 U.S.A.  
Fax: 352-392-5575

<u>Name</u>	<u>Email</u>	<u>Phone</u>
<b>Ms. Lyn Straka</b> <i>Application, DS2019 paperwork</i>	<a href="mailto:lstraka@ufic.ufl.edu">lstraka@ufic.ufl.edu</a>	352-273-1510
<b>Ms. Catherine Dos Santos</b> <i>Application, DS2019 paperwork</i>	<a href="mailto:cdossantos@ufic.ufl.edu">cdossantos@ufic.ufl.edu</a>	352-273-1649
<b>Health Compliance Office</b> <i>Immunization &amp; insurance</i>	<a href="mailto:healthcompliance@shcc.ufl.edu">healthcompliance@shcc.ufl.edu</a>	352-294-2925

## Websites

<b>University of Florida:</b>	<a href="http://www.ufl.edu">www.ufl.edu</a>
<b>Undergraduate Business:</b>	<a href="http://warrington.ufl.edu/undergraduate/myheavener/intl/incoming/">http://warrington.ufl.edu/undergraduate/myheavener/intl/incoming/</a>
<b>UF International Center:</b>	<a href="http://bit.ly/UFIC_Exchange">http://bit.ly/UFIC_Exchange</a>

# Application

## **STEP 1:**

Students must be “nominated” by their home institution prior to submitting an application. Advisors or faculty members can nominate students by emailing Lyn Straka in the UF International Center: [lstraka@ufic.ufl.edu](mailto:lstraka@ufic.ufl.edu)

## **Nomination Deadlines:**

- Fall or academic year study.....April 1
- Spring study.....September 1
- Summer Study.....*Not Recommended*

## **STEP 2:**

Once the nomination is complete, students complete the exchange application found on the University of Florida International Center website:  
[http://bit.ly/UFIC\\_Exchange](http://bit.ly/UFIC_Exchange)

## **Application Deadlines:**

- Fall or academic year study.....May 1
- Spring study.....October 1
- Summer Study.....*Not Recommended*

***Deadlines are important due to the time it takes to process visa paperwork.***

## **STEP 3:**

Students will receive an e-mail with application instructions. Once all necessary paperwork is complete and the nomination from the home school has been verified, the student will receive a package of information from the International Center, including the acceptance letter, DS2019 documentation (for gaining the visa), and their UF ID number.

## **STEP 4:**

Students should investigate course options and complete the online course request form:

### **Business Courses:**

<https://warrington.ufl.edu/undergraduate-international-study/incoming-exchange/>

### **Course Request:**

<https://forms.warrington.ufl.edu/undergraduate-intl/undergraduate-exchange-course-request/>

# Academic Information

## **Academic Advising [Pre-Departure]:**

The business school holds online advising appointments with incoming exchange students via Skype to help them with application, academic, and registration questions. Please send your questions and meeting requests to:

Email: [International.business@warrington.ufl.edu](mailto:International.business@warrington.ufl.edu)

Skype: [UF.business.studyabroad](#)

## **Average Credit Load:**

The average credit load for UF undergraduate business students is 12-16 credits per semester. 90% of the business courses are 4 credits each. Courses taught outside of business vary in credit amounts but are mostly 3 credits each.

**1 UF credit = 15 hours of instruction + [approximately 30 hours of outside work]**

**3 UF credits = 5 ECTS**

## **Minimum/Maximum Credit Load:**

Students must register for a minimum of 12 credits per semester. Students can register for a maximum of 18 credits per semester. Exchange students are generally recommended to take between 12 and 16 credit hours. Due to the structure of courses, students are not permitted to take more than 18 credit hours per semester under any circumstance.

## **Course Trial Periods (Drop/Add Period):**

The first 4-5 days of each semester is the “Drop/ Add” period. Schedules can be adjusted within this time period. During the drop/add period, it is your responsibility to make sure that:

- Your schedule is correct
- There are no time conflicts
- You meet all pre-requisites or necessary background/coursework for your courses

## **Typical course structure:**

The classroom format is normally lecture and discussion. Students are required to prepare for the lectures by reviewing the notes on the class web site and reading the text or assigned materials. In many courses, discussion and class participation/attendance count for a small portion of the student’s final grade. Course grades are typically determined through three to four examinations, group projects, and numerous individual assignments.

## **Typical course materials:**

Most courses require the purchase of a textbook and a course packet. Books and materials here are EXPENSIVE!! Exchange students should prepare to spend about \$400 USD for all the required books and course materials for a semester stay. Professors are required to use the e-Learning website to relay course information. You will get the syllabus, textbook information, and any required course materials (and where to purchase it) on the first day of classes. If you do not need the book urgently you can also purchase it on an internet site such as Amazon.com or Half.com.

## **Course Meeting Times:**

At UF, the academic day is divided in to periods. Please refer to the following chart to determine course meeting times.

FALL & SPRING SEMESTERS			
Fall and spring classes meet for 50 minutes with a 15-minute break between classes.			
Period	Class Begins	Class Ends	Class Meeting Days
1	7:25 am	8:15 am	M = Monday T = Tuesday W = Wednesday R = Thursday F = Friday S = Saturday  TBA = Online lecture
2	8:30 am	9:20 am	
3	9:35 am	10:25 am	
4	10:40 am	11:30 am	
5	11:45 am	12:35 pm	
6	12:50 pm	1:40 pm	
7	1:55 pm	2:45 pm	
8	3:00 pm	3:50 pm	
9	4:05 pm	4:55 pm	
10	5:10 pm	6:00 pm	
11	6:15 pm	7:05 pm	
E1	7:20 pm	8:10 pm	
E2	8:20 pm	9:10 pm	
E3	9:20 pm	10:10 pm	

## **Exams & Course Assessment:**

Please note that UF business courses do not have a “re-sit” policy. Most courses have two exams throughout the semester: a mid-term exam and a final exam at the end of the course. Please remember that the grade you receive is the grade that will be on your transcript or official school record. You will not be allowed to retake the exam at a later time for a better grade. If you are struggling in a course, you should meet with the professor as soon as possible.

## **Grading/Rating System:**

Final grades that appear on the official UF transcript are letter grades:

**A=Excellent B=Good/Above Average C=Average D=Poor F=Failing**

GRADE VALUES												
Letter Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E, I, NG, S-U, WF
Grade Points	4.0	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	.67	0.00

# Course Schedules

Business Subject Area Prefixes	
ACG = Accounting	ISM = Information Systems Management
ECO = Economics	MAN= Management
ECP = Economics Problems and Policy	MAR= Marketing
FIN = Finance	QMB= Quantitative Methods in Business
GEB= General Business	REE= Real Estate

## **Undergraduate Business Core [Electronic Platform] Courses:**

All Undergraduate Exchange Business students should take at least one of the business core courses:

- ACG 2021: Intro to Financial Accounting
- ACG 2071: Intro to Managerial Accounting
- ECO 2023: Principles of Microeconomics
- ECO 2013: Principles of Macroeconomics
- GEB 3373: International Business
- FIN 3403: Business Finance
- ENT 3003: Principles of Entrepreneurship
- MAN 3025: Principles of Management
- MAN 4723: Strategic Management
- BUL 4310: Legal Environment of Business
- MAR 3023: Principles of Marketing
- QMB 3250: Statistics for Business Decisions

Undergraduate Exchange Business students may take up to two courses from the “Business Electives” list. Business elective courses are limited and based on availability.

You can find a list of our most popular courses here:

<https://warrington.ufl.edu/undergraduate-international-study/incoming-exchange/>

## **Electronic Platform:**

Electronic Platform courses are taught in a large lecture hall equipped with video recording technology. After the "live section," the lectures are broadcast on the internet via web streaming. All students who are enrolled in an "Electronic Platform" course can attend the live lectures and/or watch them on their computer.

"Electronic platform" is a convenient method for learning. Students have the opportunity to see the class taught by the professor in the "live section" and then review it on the internet throughout the semester. In addition, students in the class can meet with the professor and/or upper division students during specified office hours.

For more information on "Electronic Platform" courses, please visit our webpage:

<https://warrington.ufl.edu/undergraduate-current-students/wp-content/uploads/sites/45/2018/03/electronic-platform-courses.pdf>

## **Non-Business Undergraduate Courses:**

As an undergraduate business exchange student at the University of Florida, you are free to take non-business courses offered by other UF departments. If the course has available openings and does not have any prerequisites, you may register yourself for the class using the **ONE.UF** online registration system. Registration for non-business courses that have a prerequisite must be completed through the department offering the course. This often requires students to visit the host department upon their arrival to UF. Students are rarely able to register for non-business courses prior to their arrival.

**Note:** There is no guarantee that undergraduate business exchange students will be allowed to register for courses outside of business, even if they meet the prerequisites. Registration decisions will be made on a case by cases basis by the department offering the course.

## **Graduate Business Courses:**

Graduate business courses are not available for undergraduate exchange students. Exchange students with a "mixed" classification, may be allowed to register for graduate courses once they are on campus.

**Note:** *Courses numbers of 5000 and above indicate graduate level coursework.*

## **Recommended Student Schedule:**

- 4 credits: Core course - recommended
- 4 credits: Business Elective #1
- 4 credits: Business Elective #2
- 3 credits: Elective taught by other UF colleges
- Total = Minimum 12 / Maximum 18

# Registration Preparation Instructions

The UF registration system does not recognize prior coursework. Most courses at UF have prerequisite requirements, so will not be able to register for most courses at UF. Course registration will be done through the department offering the course. The business school uses the course request system to register students for courses on their behalf. A tentative schedule will be sent to each student prior to the start of the term.

UFCourses at the University of Florida fill up quickly, so students are encouraged to complete course registration requirements as early as possible to improve their chances of getting their top course choices. Students will be registered in the order that they complete all requirements.

We are unable to register students for classes until all university holds have been removed. Please pay close attention to the course registration requirements, as **one hold will prevent registration.**

## Course Registration Requirements:

1. Submit all required application documents to the UF International Center
2. Create GatorLink account
3. Complete Emergency Contact Information
4. Complete Local Address Information
5. Complete Registration Acknowledgement
6. Complete Administrative Mandatory Health Insurance Acknowledgement
7. Check your holds

## 1- SUBMIT THE REQUIRED IMMUNIZATION AND INSURANCE DOCUMENTS:

We will not be able to register any students who have immunization or insurance holds. Please submit these forms as soon as possible and ensure documentation conforms to the guidelines as detailed on the second page of the form.

### ***Questions about insurance or immunizations?***

Contact [healthcompliance@shcc.ufl.edu](mailto:healthcompliance@shcc.ufl.edu) or (352) 294-2925.

**\*\*IMPORTANT – the infirmery does not contact students regarding their immunization form, even if the form is rejected. You MUST check your hold to determine if your form was accepted.**

## 2- CREATE A GATORLINK ACCOUNT:

- a. Go to: <http://helpdesk.ufl.edu/self-help/new-gator-resources/gatorlink/>
- b. Click on “Create a new account” in the top left section of the page
- c. You must now enter your UFID, your last (family) name, and your date of birth. In the U.S. always list month (mm) before day (dd)

- d. You must agree to the UF policies regarding GatorLink accounts and create a password with a combination of letters and numbers. Please be advised that you not be able to change your Gatorlink name in the future, so choose wisely. Record your username and password for your records
- e. If you have problems setting up your GatorLink account or need an invitation code, please contact the UF Computing Help Desk at (352) 392-HELP or by email at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu)

### **3- SUBMIT EMERGENCY CONTACT INFORMATION**

- Go to: <https://one.uf.edu/>
- Navigate to "Student Self Service"
- On the left menu under "My Record," click "Update Emergency Contact Info"
- Use your GatorLink ID and password to login
- Complete the emergency contact information form. *Make sure that you press the "Submit" button so that the information is saved!*

### **4- SUBMIT LOCAL ADDRESS INFORMATION**

- Go to: <https://one.uf.edu/>
- Navigate to "Student Self Service"
- On the left menu under "My Record," click "Holds"
- Select the "Local Address" hold
- Use your GatorLink ID and password to login
- Fill in the local home data using only address line 3, country, city, state & zip
- If you do not have a local address, use: 301 Heavener Hall, Gainesville, Florida, 32611-7160
- Click the "Submit" bar at the bottom of the page

### **5- COMPLETE REGISTRATION AKNOWLEDGEMENT**

- Go to: <https://one.uf.edu/>
- Navigate to "Student Self Service"
- On the left menu under "Registration", click "Registration Preparation"
- Use your GatorLink ID and password to login
- Follow the instructions to complete the form. Complete the registration information form by accepting all terms and selecting 'submit' button

### **6- COMPLETE ADMINISTRATIVE MANATORY HEALTH INSURANCE AKNOWLEDGEMENT**

- a. Go to: <https://one.uf.edu/>
- b. Navigate to "Student Self Service"
- c. On the left menu under "My Record," click "Holds"
- d. Select the "Health Insurance Acknowledgement" hold
- e. Use your GatorLink ID and password to login
- f. Carefully read the policies and confirm your understanding of the

# Course Registration

## Course Registration Basics:

At the Heavener School of Business, it is our aim to register every exchange student for a full schedule of courses prior to their arrival at UF. Our registration system does not recognize international coursework, so students must add coursework through the department which offers the course. We facilitate this process in the business school through an online course request form. Students can use this form before their arrival and through the first week of classes during the drop/add period.

## Registering for Business Courses:

### 1- FIND BUSINESS COURSE SYLLABI AND COURSE SCHEDULES ON THE WEB:

<https://warrington.ufl.edu/undergraduate-international-study/incoming-exchange/>

### 2- SUBMIT AN ONLINE COURSE REQUEST FORM:

<https://forms.warrington.ufl.edu/undergraduate-intl/undergraduate-exchange-course-request/>

Note: Students must remove all holds before being registered for courses. Students will be registered for courses in the order that they become eligible for registration.

- Find business course availability and syllabi on “Academics” tab of our website:  
<https://warrington.ufl.edu/undergraduate-international-study/incoming-exchange/>
- Find out which courses are offered each semester on the UF schedule of courses:  
<http://www.registrar.ufl.edu/soc/>

**Note:** Click “Course Listings” under the semester you plan to study at UF.

### 3- ADD COURSES WITHOUT PREREQUISITES TO YOUR SCHEDULE:

<https://student.ufl.edu/>

**Note:** You can add courses that don’t have a prerequisite to your schedule through the “Register Now” function

## Course Availability:

Students can view course availability through the “Register Now” feature on:

<https://student.ufl.edu/>

- a. Go to: <https://student.ufl.edu/>
- b. Select the appropriate semester (Fall/Spring) under “Register Now”

- c. Sign in with your GatorLink (email and password).
- d. Search for course openings that fit in your schedule.
- e. You may also register yourself for courses that do not have a prerequisite.

## **Non-business Courses:**

The University of Florida offers courses in almost every discipline you can imagine! Past students have taken courses in such areas as theater, dance, languages, sports, history, religion, and communication. You can take non-business courses provided that it is approved by the UF department offering the course.

## **Viewing Non-business Courses:**

To view the non-business course schedule, go to: <http://www.registrar.ufl.edu/soc/>

- Select “Course Listings,” under the semester that you plan to study at UF
- Select the department that interests you for available course listings

## **Registering for Non-Business Courses:**

In most cases, students register for non-business courses after they arrive in Gainesville. These courses are typically added during the drop/add period when space becomes available.

### **For courses with prerequisites:**

Contact the undergraduate department chair or department advising office to request permission to register for the course. You can find the appropriate contact information for each department in the UF Schedule of Courses: <http://www.registrar.ufl.edu/soc/>. When you select a department, the undergraduate contact can be found above the course listing.

### **For courses without prerequisites:**

You can register for any class that does not have a prerequisite from the ONE.UF system:

<https://student.ufl.edu/>. Use the “Register Now” function to add courses to your schedule.

# Important Dates

## University of Florida Term Dates

**Fall 2019**      August 20 – December 13

**Spring 2020**      January 6 – May 1

## FALL 18 Important Dates

<b>Application Deadline</b>	May 1
<b>Latest Check in date</b>	August 22
<b>UFIC Orientation</b>	August 20 (5:30pm) – Pugh Hall, Room 170
<b>Business Orientation</b>	August 21 (12:30pm) – Heavener Hall, Room 160
<b>Classes Begin</b>	August 22
<b>Drop/Add Deadline</b>	August 28 (11:59pm)
<b>Labor Day</b>	September 3
<b>Exchange Fair</b>	September 4
<b>Homecoming Holiday</b>	November 2-3
<b>Veterans Holiday</b>	November 12
<b>Thanksgiving Break</b>	November 21-24
<b>Final Exams</b>	December 8-14

**\*ORIENTATIONS ARE MANDATORY. STUDENTS WHO DO NOT ATTEND BOTH ORIENTATIONS WILL BE DROPPED FROM ALL COURSES AT UF.**

### **Arriving in Gainesville:**

Students should arrive 2-3 days before the term begins, in order to finalize housing, attend mandatory orientations, and take care of any administrative or paperwork requirements for the university. Students who do not attend the orientations in their entirety will be dropped from their courses.

### **Requesting a Late Arrival:**

If special circumstances prevent attendance at the mandatory orientations, students should seek permission for late arrival from the College of Business. Students may be permitted to arrive late under certain circumstances, provided that the school of business has approved the late arrival in advance. Students will not be approved to arrive after the first week of classes has concluded under any circumstances.

# Academic Technology

## **GatorLink Account:**

<http://helpdesk.ufl.edu/self-help/new-gator-resources/gatorlink/>

Every student at UF is required to set up a GatorLink email account. Official university communications, including important registrar correspondence, are sent to students at this email address. Your GatorLink username and password will also serve as your log-in for the registration system. Consequently, you will not be able to view or modify your schedule until you have set up your GatorLink account.

If you have problems setting up your GatorLink account, please contact the UF Computing Help Desk at (352) 392-HELP or by emailing [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

## **E-Learning:**

<http://elearning.ufl.edu/>

Most classes have a course web site using the Canvas system. This is where syllabi will be posted, assignments will be submitted, and much more. You will only have access to courses for which you are registered, and you will need your GatorLink username and password to log in.

## **Video Lectures:**

<http://warrington.ufl.edu/undergraduate/myheavener/videolectures.asp>

Many of the business courses are taught via electronic platform. This means that the live lecture is recorded and broadcast via web streaming. This site is your access point for recorded lectures. The site also give you an option to watch you lectures via iTunes.

## **Heavener News Blog:**

<http://site.warrington.ufl.edu/undergraduate-news/>

Many college announcements will be posted here in the Undergrad Business E-News Blog. Check the blog often to identify information on upcoming events, opportunities, speakers, and more.

# Housing

## **Housing in Gainesville:**

UF Exchange students can live in on-campus or off-campus housing during their time at UF. On-campus housing provides students the maximum opportunity for cultural integration at the university, but off-campus housing provides students with more options and amenities. Although on-campus housing is limited, Gainesville has many off-campus housing options at all levels of comfort and price. Information is sent to students by the International Center upon acceptance as an exchange student.

## **On-Campus Housing:**

### **University of Florida: Housing and Residence Education**

<http://www.housing.ufl.edu/>

The official Housing website can provide you with a wealth of information pertaining to on-campus housing options and procedures. If you need additional information, you may call the Housing Office at 392-2171 and dial "0" for personal assistance. Information about Housing Rules and Regulations can be found at the Department of Housing and Residence Education website:

<https://www.housing.ufl.edu/residents/community-standards/>

The housing application deadlines are below, but they are always fill up quickly:

- Interest Form Submission deadline – May 1<sup>st</sup>
- Application/Contract/Payment deadline – July 1<sup>st</sup>

### **Weaver International House:**

<https://housing.ufl.edu/housing/weaver-hall/>

The International Center and the UF Division of Housing are pleased to offer exchange students and American students the opportunity to live together in this on-campus housing residence. The International House at Weaver Hall is a multicultural learning community in a residential setting. Weaver houses up to 70 international students from UF exchange programs around the world. International exchange students are paired with UF degree seeking roommates to share cultural experiences and practice language skills. The UF degree seeking students that international students are placed with are undergraduate students typically 18-19 years of age. Each floor in Weaver Hall is designated as male or female and each floor has common bathroom facilities, a floor lounge, and a kitchen. Space in this residence hall is in high demand, so make your plans early and have a backup plan in case you there is no availability.

## **Off-Campus Housing Options:**

Exchange students not applying for the Weaver International House are responsible for securing their own housing in Gainesville. Students are strongly encouraged to secure housing early due to the limited number of apartments offering short term leases. Exchange students are also encouraged to live as close to campus as possible, secure a six- month, short term lease, and rent an apartment that is fully furnished with furniture. Here is a list of housing providers that offer furnished accommodations with short term leases:

- <https://www.gainesvilleplace.com/>
- <https://lux13apartments.com/>
- <https://cobblestonegainesville.com/>
- [www.oxfordmanor.org](http://www.oxfordmanor.org)
- [www.oakbrookwalk.com](http://www.oakbrookwalk.com)
- [www.boardwalkApt.com](http://www.boardwalkApt.com)
- <http://www.cloliving.org/> (*Inexpensive and unique living accommodations*)

### **Subleasing:**

Exchange students can acquire housing for their semester at UF through a sublease. A sublease is when an individual leases or rents a room from another person who is leasing or renting that property. There is a large sublease market in Gainesville, because many students are not in Gainesville for the entire year.

**IMPORTANT:** The office of Off Campus Life has a search engine where you can search for available sublets: <https://housing.offcampus.ufl.edu/property/search>

## **Housing Search Resources:**

### **Swamp Rentals**

<http://www.swamprentals.com/>

### **Gainesville Apartment Guide Online:**

<http://www.gainesville-rent.com/>

### **ApartmentList.com**

<http://www.apartmentlist.com/>

### **College Rentals Website:**

<http://www.collegerentals.com/>

**Apartment Hunters:**

<http://www.apartmenthunters.com/Homepages/Gainesville.aspx>

**Dean of Students Office/Off-Campus Life:**

<http://housing.offcampus.ufl.edu/>

**Classified ads:**

<http://www.alligator.org/>

<http://www.gainesville.com/>

## Temporary Housing:

The following is a list of hotels located close to the university campus. All rates listed are approximate and may vary depending on a variety of factors. In addition to this list, you can also use online hotel guides such as <http://www.priceline.com> or <http://www.orbitz.com>.

- **Reitz Union Hotel**

[www.union.ufl.edu/hotel](http://www.union.ufl.edu/hotel)

Reitz Union, University of Florida

Phone: (352) 392-2151 Fax: (352) 846-2199

Rates: \$60-\$85. Continental breakfast included.

The hotel is located inside the Reitz Union on the UF campus.

## Housing Considerations:

- Location, location, location. Exchange students should live near the university or bus line.
- Use [www.go-rts.com](http://www.go-rts.com) to find out what bus routes run near your area.
- Read housing contracts carefully before you sign.
- Always walk through accommodation and document damage prior to signing lease.
- Keep a copy of the lease and any other documents about your apartment.
- Expect to lose most, if not all, of your housing deposit.
- Consult with UF's Student Legal Services regarding questions about your lease:

**Student Legal Services:**

<https://www.studentlegalservices.ufl.edu/>

The University of Florida offers a free legal advice service and confidential counseling. They can provide you with information if you have Landlord/Tenant issues such as repairs, security deposits, eviction, and termination of leases.

# Transportation

The UF campus is quite large, so you will need to think about how you will get from one place to another. Many students use multiple modes of transportation, but you will need to find out what works best for you. Remember you must be aware of all traffic laws regarding bicycles and mopeds.

## **Bicycle**

Riding a bicycle is an inexpensive and easy way to get around campus and the city. The UF Gator Gears program allows students to rent a bicycle for one or two semesters for an affordable cost. You can find out more here: <http://bikes.ufl.edu/gator-gears/>

If you plan to buy and use a bicycle in the City of Gainesville, there are several safety issues and traffic laws that you need to know:

- *Always stop at stop signs and stop lights.*
- *Always ride with traffic; do not ride the wrong way down a one-way street unless it is specifically marked with a bicycle lane in that direction.*
- *Always yield to pedestrians when riding on a sidewalk.*
- *Always ride with both hands on the handlebars. (Legally, you must have at least one hand on the handlebar at all times.)*
- *Between the hours of sunset and sunrise, you must use a white headlight, visible to 500 feet on the front of the bicycle; and a red reflector and red lamp, visible from 600 feet, on the rear of the bicycle.*

University and Gainesville Police will pull you over on a bicycle if you violate any of the traffic regulations and issue a ticket just as if you were driving a car. For more information, please visit the UPD website: <http://www.police.ufl.edu/> (Go to Community Services- Bicycle Safety Education Program).

## **RTS Bus Service:**

Regional Transit System, or RTS, is the City of Gainesville's public transportation system. With your Gator 1 card, you can ride the RTS buses for free. Route and schedule information is available at the International Center and online at [www.go-rtts.com](http://www.go-rtts.com).

## **Driving in the U.S.:**

At the time of this publication, international students with a valid driver's license from their home country are legally allowed to drive in the U.S. Before driving, international students should validate that no other conditions exist.

**U.S. Driver's License:**

International students interested in obtaining a Florida Driver's license should visit the website for the Department of Highway Safety and Motor Vehicles to get information on where to take a driving test in Gainesville: <http://www.hsmv.state.fl.us/html/dlnew.html>

**Automobiles:**

Students should carefully consider the cost of owning a vehicle before purchasing one. Although having a car can be convenient for getting around Gainesville, running errands, and making trips, cars are not particularly useful in getting to and around campus due to parking restrictions. Most exchange students decide to use public transportation and rent a car for weekend trips. Please see the car rental section for some service providers.

**Parking:**

Parking permits are required to park on campus and must be purchased from the Office of Parking and Transportation. If you feel the need to have a car while living on campus, please visit the UF Parking and Transportation website for more information about permits, where to park, and regulations: <http://parking.ufl.edu/>

**Ride Board at JWRU:**

If you would like to travel to a location in Florida (and sometimes out-of-state as well), but do not have your own car, you can always check the ride board located on the Ground Floor of the Reitz Union. People who are looking for other travelers to help them split the cost of a trip home will often advertise a ride available in this location.

**Shuttle Services:**

For travel within Florida, you may consider a shuttle:

- <http://www.redcoachusa.com/>
- [www.greyhound.com/](http://www.greyhound.com/)
- [www.floridashuttletransportation.com/](http://www.floridashuttletransportation.com/)
- <http://www.myfloridashuttlebus.com/>

## **ARRIVING IN GAINESVILLE:**

### **Airports:**

The Gainesville Regional Airport does not have direct international flights, so you will have to get a connecting flight from a major city (Atlanta, Orlando, Tampa, or Jacksonville) to the Gainesville Airport.

### **Gainesville Airport:**

For Gainesville Regional Airport information, call (352) 373-0249. Please note that the Gainesville airport (GNV) is approximately 6 miles/9.6 Kilometers from the University of Florida campus. Being a small town, the Gainesville airport has few if any public transportation options.

- Taxicabs are sometimes available at the airport but there is no taxi queue. In some cases, taxis may be hard to find. Allow at least \$25-30 for cab fare and tips.
- Uber and Lyft: Are available most of the time
- Gainesville RTS bus: The Gainesville bus system offers Route 26 which runs from the airport to downtown Gainesville on an hourly basis. Students can take another bus to get to campus. You can find out more information here: <http://go-rts.com/>

### **Shuttle Services:**

If you cannot get a connecting flight to Gainesville, shuttles provide the least expensive method of getting to Gainesville.

- <http://www.redcoachusa.com/>
- [www.greyhound.com/](http://www.greyhound.com/)
- <http://www.floridashuttletransportation.com/>
- <http://www.myfloridashuttlebus.com/>

### **Car Rental:**

There are several major car rental companies at most Florida airports. Typically, you must be at least 21-25 years old, have your own credit card and a valid international driver's license.

- Hertz- [www.hertz.com](http://www.hertz.com) or 1-800-654-3131. Gainesville drop-off at Gainesville Regional Airport.
- Avis- <http://www.avis.com/AvisWeb/home/AvisHome> or 1-800-831-2847.
- National Car Rental- [www.nationalcar.com](http://www.nationalcar.com) or 1-800-227-7368.
- Enterprise Rent-a-Car- [www.enterprise.com](http://www.enterprise.com) or 1-800-736-822.
- Budget - <https://www.budget.com/budgetWeb/home/home.ex?action=timeout> or 1-800-527-7000.

# Life in Gainesville

## About Gainesville:

Gainesville is home to Florida's largest and oldest university, and is one of the state's centers of education, medicine, cultural events and athletics. The University of Florida and Shands Hospital at UF are the leading employers in Gainesville and provide jobs for many residents of surrounding counties. Known for its preservation of historic buildings and the beauty of its natural surroundings, Gainesville's numerous parks, museums and lakes provide entertainment to thousands of visitors. Because of its beautiful landscape and urban "forest," Gainesville is one of the most attractive cities in Florida. Some of the [awards and recognitions](#) Gainesville and its community has received in recent years include:

- **Gainesville Ranks #1 in Cities Ranked and Rated**, which studied more than 400 metropolitan areas in the U.S. and Canada
- **America's Best College Towns**, ranked 9, July 2010
- **America's Brainiest Cities List**, ranked 14, June 2012
- **Most Technologically Advanced City in Florida** (30th in the nation), 2005
- **Top 25 Greenest Cities in the U.S.**, ranked 7, April 2011
- **Silver-Level Bicycle-Friendly Community Award**, League of American Bicyclists, 2004, 2005, 2006 and 2007

## Weather in Gainesville:

<http://www.weather.com/weather/local/USFL0163>

Fall Semester (Aug.-Dec.): You will be in Gainesville during a very hot, humid, and rainy time of the year. Temperatures average as high as 90 degrees Fahrenheit (32°C). This temperature can feel much hotter due to the Florida humidity. The temperatures may be warmer and more humid than those in your country. The temperatures and the humidity start to drop around October and November when the average temperature is 62-70°F (16-21°C).

## Art & Culture:

[The Harn Museum of Art](#) and the [Museum of Natural History](#), both located next to the Performing Arts Center at 34<sup>th</sup> Street and Hull road (on campus), have permanent and rotating exhibits of interest. The [Museum of Natural History](#) also houses the [Butterfly rainforest](#), which is a four-story, outdoor screened enclosure with waterfalls, a walking trail, lush subtropical and tropical plants and hundreds of live butterflies. If you are in the mood for a show, there are numerous venues for your consideration. On campus, the [Performing Arts Center](#) and the [Constans Theatre](#) host ballets, concerts, plays and musicals. Theater and movie goers alike also frequent the historic [Hippodrome State Theater](#), which is located downtown in the old town hall, in addition to several other theaters in town. Prices are often discounted for students when UFID is presented.

# Getting Involved

## **Campus Life:**

<http://www.ufl.edu/campus-life/>

## **Leisure Courses:**

<https://www.union.ufl.edu/ProgramsArtsLeisure/LeisureCourses>

Leisure courses offer the opportunity to take classes in such subjects as French, stained glass, ballet and modern dance, tennis, massage and guitar. There is a small fee for students and the course is not for credit (will not be reflected on your official University of Florida transcript).

## **TriP Program:**

<http://recsports.ufl.edu/outdoors-adventure/core/trip>

The TriP program offers inexpensive outdoor activities such as rock climbing, kayaking, canoeing, swimming with dolphins and backpacking. The trips are in various parts of Florida and the southeastern United States. Costs of the trips include meals, transportation and equipment. This is also a great way to meet other UF students.

## **Volunteer:**

<http://www.leadershipandservice.ufl.edu/>

If you would like to get involved in the community and help others, you can sign up to be a volunteer. Many schools and community organizations need students to perform volunteer work.

## **General Recreation & Intramural Sports:**

<http://recsports.ufl.edu/>

The University of Florida is recognized for its recreation and wellness activities. As a student, you can use the abundant fitness facilities and participate in fitness classes, trips, and intramural sports. The University of Florida has an organized sport and tournament program with 14 sports, including tennis, soccer, softball and volleyball. There are also over 48 different sport clubs on campus. Some examples: swimming, wrestling, soccer, flag football, cycling, equestrian sports, hockey, golf, aikido, tennis, sailing and much more! Any interested student can participate. It is a great way to stay in shape and meet “sporty” students.

## **Spectator Sports:**

[www.gatorzone.com](http://www.gatorzone.com)

Athletic competitions are definitely popular events in Gainesville. Students turn up in the thousands to watch sports such as football, basketball, baseball, softball and soccer. The athletes are all college students and the United States is famous for its devotion to college sports.

**Student Organizations:**

<https://orgs.studentinvolvement.ufl.edu/Organizations>

Interested in break dancing, water skiing, or rock climbing? How about Buddhism, Hinduism, or foreign languages? UF has more than 1000 student clubs and any student can join as long as it is not a restricted academic honor society. This is a great way to meet UF degree seeking students.

**International Student Organizations:****GBS: Global Business Society**

<http://www.Ufgbs.com>

The mission of GBS is, "To promote awareness among the student body in international affairs, the global economy, and academic as well as professional opportunities in international business; to build a global networking community; to facilitate the integration of international students into the Gainesville community." The organization hosts a speaker series and other events that are of interest especially for international students.

**Global Gator Guide Program**

<http://www.ufgbs.com/exchangestudents>

The Global Gator Guides are a group of UF business students who seek to connect, guide, and befriend visiting international students. They contact student matches prior to arrival and lead several fun activities on campus and in the local Gainesville community.

**Navigators**

<http://www.ufnavigatorsinternational.com/>

The NaviGator Mentor Program was created to help acclimate exchange students to Gainesville and the University of Florida, while encouraging an exchange of different cultures and ideas between the American and international students. At this site you can find many resources and/or sign up to have a NaviGator Mentor. You can find the application under, "Documents". Sign up now.

# Emergency Numbers for UF and Alachua County

**For emergencies only, dial 911**

**Dean of Students Office**

P202 Peabody Hall (UF Campus)  
352-392-1261

<http://www.dso.ufl.edu/>

**Counseling and Wellness Center**

301 Peabody Hall (UF campus)  
352-392-1575

<http://www.counseling.ufl.edu/cwc/>

**University of Florida Police Department**

Museum Road and Newell Drive  
352-392-1111

<http://police.ufl.edu>

**Peaceful Paths**

Domestic Abuse Network  
352-377-8255

<http://www.peacefulpaths.org>

**UFPD Office of Victim Services**

Museum Road and Newell Drive  
352-392-5648

<http://www.police.ufl.edu/victim-services/>

**Shand's Hospital**

801 SW 2<sup>nd</sup> Avenue  
352-377-8255

<http://www.shands.org/>

**Gainesville Police Department**

721 NW 6<sup>th</sup> Street  
352-334-2400 or EMERGENCY ONLY 911

<http://www.gainesvillepd.org/>

**Alachua County Crisis Center**

218 SE 24<sup>th</sup> Street  
352-264-6789

<http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx>

**North Florida Regional Medical Center**

6500 Newberry Road  
352-333-4900

<http://www.nfrmc.com/>

**Shand's Hospital**

801 SW 2<sup>nd</sup> Avenue  
352-377-8255

<http://www.shands.org/>