

The Fund for American Studies:

**INSTITUTE FOR
LEADERSHIP IN THE
AMERICAS**

in Santiago, Chile

STUDENT HANDBOOK

WELCOME TO ILA!

This booklet has all of the logistical information that you will need prior to your arrival and during your stay in Santiago, Chile for the Institute for Leadership in the Americas. Please read through it carefully. If you have any questions, please email the ILA Program Associate, Alexander Archuleta, at aarchuleta@tfas.org.

Table of Contents

Before You Leave	2
Visa Information.....	2
Getting to Santiago	2
Early Arrivals & Late Departures.....	2
What to Bring	3
Once You Arrive	4
Getting to the Hotel	4
The Hotel.....	6
Meals.....	6
Changing Money	7
Getting Around Santiago	7
From the hotel to the University	7
Everywhere else	7
Your Health and Wellbeing	8
Insurance & Medical Care.....	8
Safety	8
Internet Access.....	9
Mail Delivery	9
Institute Staff	9
Questions	9

Before You Leave

Visa Information

Latin American students and students from other nationalities should check with their local Chilean consulate to see if a visa is needed. For those who need a visa letter, please contact the University of the Andes. Some countries may be required to pay a “reciprocity fee” upon their arrival in the airport. Check the consulate site for this information.

Getting to Santiago

ILA 2019 will take place in Santiago, Chile from January 5 – 19, 2019. Participants should plan to arrive on Saturday, January 5, to be able to attend the orientation meeting that evening. If you arrive prior to January 5, or depart after January 19, you will have to find your own lodging for those nights at your own expense. There are hostels around Santiago that are inexpensive.

There are many ways to get to Santiago, and we encourage you to research various options prior to purchasing tickets. Once you make your travel arrangements, don't forget to submit your travel information to Alexander. We also recommend that you reconfirm your reservations prior to departure.

Early Arrivals & Late Departures

If your travel plans require that you arrive before or depart after the Institute dates, **you are responsible for arranging your own accommodations for those days**. If you plan to arrive in Santiago before the program begins or staying after it finishes, please let us know this when you fill out your travel information form (which is due by **December 1, 2018**). You should also inform Alexander Archuleta directly.

What to Bring

Weather in Santiago can vary dramatically in January. The high temperature in Santiago averages 28 degrees Celsius (~83 degrees Fahrenheit), but it can also be cool at night. When packing, you should bring cool, comfortable, casual clothes for the days and a couple sweatshirts, sweaters, and/or jackets for the evenings.

Students may dress casually in class, but there will be several formal occasions when students will need to wear professional clothing (coats and ties for men, dresses and/or suits for women). There are laundry facilities a half block away at Ricardo Lyon.

Please plan to bring enough money to cover entertainment and transportation costs (to and from the airport and any personal travel), incidental expenses, and whatever souvenir shopping you might want to do. A typical Chilean meal can cost from \$8-12 USD.

Finally, we would recommend you purchase a voltage converter and a plug adapter before you travel, if needed. Electricity in Chile runs at 220 Volts and 50 Hz and below is a picture of the plug type used. To help you plan for your trip, you can visit: <https://whatplug.info/from/>

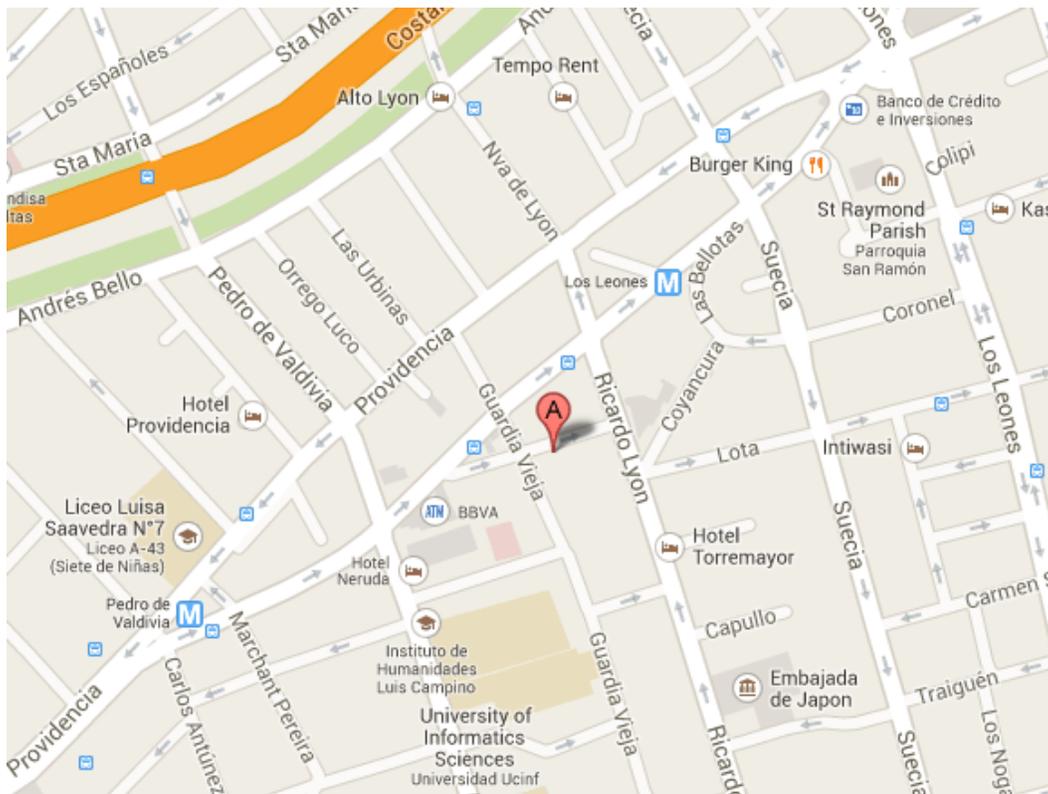


Once You Arrive

Getting to the Hotel

Students will be staying at the Hotel Diego de Velazquez in Providencia. The address is:

Hotel Diego de Velásquez
Guardia Vieja 150
Providencia, Región Metropolitana
Santiago, Chile



For more information on the hotel, you can visit their website here:

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

Participants are required to arrange their own travel to and from the airport to the hotel. When arriving at Santiago Airport, participants will have the option to use a public bus, minivan, or a taxi to get to Hotel Diego de Velazquez. The list of transportation services offered at the airport is below.

You should find the official transportation area located on the outside of the terminal as you are exiting.

Bus Service From Airport To Hotel	
<p>TurBus</p> <p>Stopping Places:</p> <ul style="list-style-type: none"> • Moneda Esquina San Martín • Los Héroes Metro Estation • Universidad de Santiago Metro Estation • Las Rejas Metro Estation • Pajaritos Metro Estation <p>Service:</p> <ul style="list-style-type: none"> • 05:30 AM to 24:00 hrs. daily <p>Rates:</p> <ul style="list-style-type: none"> • Trip: \$1.700 Chilean Pesos (CHP) • Back Trip: \$1.700 (CHP) • Round Trip: \$2.900 (CHP) <p>Telephones:</p> <ul style="list-style-type: none"> • (56 2) 601 9573 • (56 2) 601 9621 <p>Website:</p> <ul style="list-style-type: none"> • www.turbus.cl 	<p>CentroPuerto</p> <p>Stopping Places</p> <ul style="list-style-type: none"> • Los Héroes Metro Estation • Estación Central Metro Estation • Universidad de Santiago Metro Estation • Las Rejas Metro Estation • Pajaritos Metro Estation <p>Service:</p> <ul style="list-style-type: none"> • 06:00 AM to 23:30 hrs. daily <p>Rates:</p> <ul style="list-style-type: none"> • Trip: \$1.400 (CHP) • Back Trip: \$1.400 (CHP) • Round Trip: \$2.500 (CHP) <p>Telephones:</p> <ul style="list-style-type: none"> • (56 2) 601 9883 • (56 2) 601 0549
Minivan Service From Airport To Hotel	
<p>Tur Transfer</p> <p>Stopping Places</p> <ul style="list-style-type: none"> • First Level Central International Hall • Domestic Arrivals • International Arrivals <p>Service:</p> <ul style="list-style-type: none"> • 24 hrs. daily <p>Telephones:</p> <ul style="list-style-type: none"> • (56 2) 677 3600 <p>Website:</p> <ul style="list-style-type: none"> • www.tutransfer.cl 	<p>Transvip</p> <p>Stopping Places</p> <ul style="list-style-type: none"> • First Level Central International Hall • Domestic Arrivals • International Arrivals <p>Service:</p> <ul style="list-style-type: none"> • 24 hrs. daily <p>Telephone:</p> <ul style="list-style-type: none"> • (56 2) 677 3000 <p>Website:</p> <ul style="list-style-type: none"> • www.transvip.cl
Taxi Service From Airport To Hotel	

<p>Taxi Oficial</p> <p>Location Counters:</p> <ul style="list-style-type: none"> • First Level Central International Hall • Domestic Arrivals • International Arrivals <p>Service:</p> <ul style="list-style-type: none"> • 24 hrs. daily <p>Telephones:</p> <ul style="list-style-type: none"> • (56 2) 601 9880 <p>Website:</p> <ul style="list-style-type: none"> • www.taxioficial.cl 	<p>Taxi Vip</p> <p>Location of Counters:</p> <ul style="list-style-type: none"> • First Level Central International Hall • Domestic Arrivals • International Arrivals <p>Service:</p> <ul style="list-style-type: none"> • 24 hrs. daily <p>Telephones:</p> <ul style="list-style-type: none"> • (56 2) 677 3000
--	--

The Hotel

As mentioned above, students will be staying at Hotel Diego de Velazquez. TFAS will provide accommodations at Hotel Diego de Velazquez for all participants starting on Saturday, January 5 through the night of January 18 (check out on January 19). Students who arrive early or stay late are responsible for making housing arrangements for these extra days/nights, either by contacting us to see if there is space at Hotel Diego de Velazquez or by reserving a room on your own elsewhere. Participants are also responsible for the cost of accommodations before or after the Institute dates.

Any room service, phone calls, minibar use, laundry, etcetera are your responsibility. Also, we ask that any students that smoke do so outside of the hotel so as to not bother your roommate. Bring a credit or debit card with you, as the hotel may require one to secure your room reservation.

Finally, when you arrive at the hotel, please remember to call or email your parents to let them know that you have arrived safely.

Meals

TFAS will provide students with breakfast every day at the hotel, and lunch Monday to Friday at the university. Any other meal, including the weekends,

will be the responsibility of the student. There are many restaurants, from McDonald's and Pizza Hut to expensive fine dining, available within a very short distance of the hotel.

Changing Money

We recommend that participants go to this website before leaving home and create a printable currency conversion card to take with you to Santiago: <http://www.oanda.com/convert/cheatsheet>. This will give you a guide that you can carry with you while in Santiago to be able to quickly convert Chilean Pesos to the currency of your home country.

You can change money when you arrive at the airport in Santiago, though it is suggested that you don't exchange a large amount of money there. Banks provide a better exchange rate. Banks open from Monday to Friday 9:00 a.m. to 2:00 pm. Money exchange houses open Monday to Friday 9:00 a.m. to 5:30 pm. Some of them close from 2 to 3 pm. For the current exchange rate, please visit: www.xe.com.

Getting Around Santiago

From the hotel to the University

A bus will be waiting for the students at the hotel every morning to take you to class. TFAS will not be responsible for any student arriving late to the bus. The University of the Andes is Metro accessible, so the students will be provided with instructions on how to get there if they miss the pre-arranged bus.

Everywhere else

Getting around in Santiago is easy: Santiago's public transit system (called Transantiago) consists of buses and trains. Students can buy a BIP card to use

on either buses or trains; individual tickets can also be purchased for train rides. More information can be found on Transantiago's website: <http://www.transantiago.cl/>.

After the trains stop running (around midnight every day, check schedules to confirm), relatively inexpensive taxis will get you wherever you need to go. Yellow and black taxis can be picked up on the street but there are also radio taxis which can be booked over the phone. Uber and Cabify are two apps that work well in Chile also.

Your Health and Wellbeing

Insurance & Medical Care

We strongly recommend all students arrange health insurance before their departure for Chile. Check with your health insurer to see what their policy is for international travel; insurance may be limited to emergency room coverage only.

Safety

Although Santiago is a relatively safe international city, it is important that you take precautions to protect yourself and your belongings. In addition, please keep these important phone numbers on you at all times in case of emergency while in Chile:

Ambulance (Samu) - 131

Fire Department (Bomberos) - 132

Police Department (Carabineros) - 133

Internet Access

The hotel has wireless computer access in the whole building. Computer access at University of the Andes will be available. However, students are encouraged to bring their own laptops if possible.

Mail Delivery

Because of the short duration of the Institute and inconsistency of international mailing, we recommend students receive no mail during the program. However, if necessary, students can have things sent to the hotel (address is above) and should ask at the reception desk to see if it has arrived.

Institute Staff

You will receive the mobile phone numbers of the Program Coordinator, Alexander Archuleta, as well as the Program Assistant once you arrive in Chile. In the meantime, you can reach Alexander by email:

Mr. Alexander Archuleta
ILA Program Coordinator
aarchuleta@tfas.org

Please also provide your family or anyone that may need to contact you in case of emergency the following phone numbers:

Hotel Diego de Velásquez: (562) 22344400
Universidad de los Andes: (562) 26181629

Questions

Any questions prior to the Institute should be directed to Mr. Alexander Archuleta. General questions can also be sent to international@tfas.org.