



EUROPEAN STUDIES CENTER

A Jean Monnet European Union Centre of Excellence
A US Department of Education National Resource Center

Brussels Study Tour Travel Information

EMERGENCY CONTACTS

Staff Contacts:	Other Important Contacts:
Allyson Delnore Email: adelnore@pitt.edu Phone: +(1) 412-944-7494 **Will also have an additional European phone number that will be provided to participants during the first night's orientation.	Martin's Brussels EU Hotel Boulevard Charlemagne 80, 1000 Bruxelles, Belgium Phone: +32 2 230 85 55
Steve Lund Email: slund@pitt.edu Phone: +(1) 310-378-1376	Embassy of the United States in Belgium 27 Boulevard du Régent (the Consular Section is at 25 Boulevard du Régent) B-1000 Brussels, Belgium Telephone: +(32) (0) (2) 811-4000 Emergency After-Hours Telephone: +(32) (0) (2) 811-4000 Email: UScitizenbrussels@state.gov

ITEMS TO CARRY WITH YOU (i.e. on your person or in your carry-on luggage)

- The final itinerary (please also share a copy of the itinerary with family and/or friends)
- ESC travel document
- Passport
- Air itinerary confirmations/e-tickets
- Money
- Travel insurance policy

COPY OF PASSPORT

Keep your passport with you during the daytime for all site visits. It is required for security at all site visits and you will be denied access without it.

Please make two copies of the front page (with your photo and passport number) of your passport. Leave one with a family member or friend at home and take the other with your belongings for the trip, but keep it in a separate location from the original.

ENTRY REQUIREMENTS

Belgium is a party to the Schengen Agreement. As a U.S. citizen, you can enter the Schengen area for up to 90 days for tourist or business purposes without a visa. **A passport valid for at least three months beyond your date of departure from Belgium (or another Schengen country) is required for entry.**

TRANSPORTATION AND ARRIVAL INFORMATION

The program will begin on the evening of Sunday, June 19th at 5:00 pm in one of the conference rooms located in the Martin's Brussels EU Hotel (see address above).

To get to Martin's Brussels EU Hotel from the airport, take the Airport Line Bus (see below; bus 12 or 21) to Place Schuman, approximately 30 minutes at the cost of €4.00 one way if the ticket is purchased prior to the ride and €6.00 if the ticket is purchased on the bus. Tickets are available from the GO Vending machine located on bus station Platform C. The bus station is located on level 0, one floor down from airport arrivals.



M-F until 8 pm, take bus 12. M-F after 8 pm, Saturday, and Sunday take bus 21.

After you get off at Place Schuman, the hotel is a short walking distance. Head north on Rue Archimede toward Rue Stevin. Turn left on Rue Stevin. At the roundabout, take the second exit onto Boulevard Charlemagne. The hotel will be on your left.

Taxis are also available. It will cost approximately 40 – 60 euros to travel from the airport to the hotel.

PUBLIC TRANSPORTATION

Public transportation will be used frequently throughout the course of the tour. Upon arrival participants should purchase a multi-trip metro/tram/bus card. A 10-journey “Jump” ticket costs approximately €14.00 and can be purchased at kiosks in most metro stops. You will need a debit or credit card with a pin number to purchase the ticket. See the [STIB \(Brussels Public Transit\) website](http://www.stib-mivb.be) for more information.

HOTEL SERVICES

Free wireless internet is available at the hotel.

Guests have free access to the fitness center and sauna.

Your reservation includes a free complimentary breakfast.

WEATHER

The average temperatures in Brussels, Belgium in June is in the mid- to high-60s and falls to around 50°F in the evenings. Brussels typically gets around 11 days of rainfall in June so make sure to pack an umbrella or raingear for the tour.

MEALS

The European Studies Center with the University of Pittsburgh will host one group meal during the tour. Otherwise, you are responsible for all other meals and incidentals.

MONEY

Belgium's currency is the euro (€). You can exchange currency at the airport (prior to your departure in the US or upon arrival in Europe), at most train stations, and at banks in larger cities. You can also withdraw money using a US bank card at ATMs (fees may apply). Many small restaurants do not accept credit cards. Those places that do accept credit cards often require a “chip” (“puce” in French) with an associated pin number. If you do not have a credit card with a chip, please contact your bank to see if they have the technology available to issue you a new card prior to the trip. Additionally, please inquire about requesting a pin for your chip (most businesses in the US do not require one, but European businesses do).

If you are in a pinch, most businesses are still able to swipe your debit or credit card. The strip is referred to as “piste” in French in the event that you need help explaining this to someone.

Please contact your bank and/or credit card company to alert them that you will be traveling. Have ready your exact dates of travel. Failure to do so may cause the bank to put a hold on your account.

Important note: Please make sure to keep documentation of your expenses during the trip – boarding passes, receipts, etc. Each university sponsoring your participation in the Brussels Study Tour may manage your travel grant differently so please retain all of your receipts.

ATTIRE

Business casual dress is required for all site visits. Please make sure to pack comfortable shoes as the group will use public transportation or walk to all site visit locations as they may be needed for reimbursements upon your return.

ADAPTER

Outlets in Belgium use a Type E plug and are not compatible with traditional US two prong (Type A) or three prong (Type B) plugs. Please purchase an international universal adapter to charge your phone and use other electronics while staying in Brussels.