



Community Standards and Welcome Information
Rome Global Gateway
30 Sept 2016

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Community Standards: A Supplement to *du Lac*

In keeping with Catholic tradition, we seek to create a community that honors the human dignity of each member and that is characterized by a love of truth, active care and concern for the common good, and service toward others. Each of us shares responsibility for the creation of such a community. The University's community standards reflect our commitment to this ideal. Calling one another to accountability in the context of these standards is a necessary part of our common life. Our community standards are designed to be grounded in student development and formation.

Although Notre Dame students are also subject to local laws, the policies laid out in the University of Notre Dame's *du Lac* remain in force for all Notre Dame students participating in any Notre Dame-sponsored undergraduate and graduate course of program. Any additional standards or policies laid out in this document are necessitated by the unique setting in which Notre Dame students find themselves in Rome. They are designed primarily to maintain security and promote the community dynamic of the group while respecting the privacy of the individual.

As representatives of Notre Dame outside the United States students are expected to conform to the highest standards of propriety. This expectation applies to all students, whether their behavior occurs on- or off- campus, including their housing, and at all ND-sponsored events. Students who violate the standards and University policies may be subject to disciplinary sanctions by the University as well as possible action under Italian law.

Each student is individually responsible for being informed of Italian law, and ignorance of Italian law is not acceptable, either by Notre Dame or the Italian authorities, as an excuse for engaging in prohibited conduct. Any violation of Italian law is a matter between the student and Italian authorities; it is not within the power of the University of Notre Dame to intervene in Italian legal proceedings.

RGG Building Information and Policies

The Rome Global Gateway is a newly renovated, 32,000 square-foot facility that serves as a hub supporting the academic, educational, and cultural mission of the University. The Gateway fosters research and education at the graduate and undergraduate levels, and develops and maintains institutional relations with universities, educational foundations and other organizations in Italy, Europe, the Mediterranean and the Holy See.

Hours of Operation

Weekdays: 07:00-24:00

Weekends and holidays: 09:00-24:00

- Common spaces, including student lounges, computer lab, chapel, cafeteria and library are available anytime the building is open.
- The two terraces and courtyard areas are available from 09:00-19:00 during daylight saving time and from 09:00-17:00 during standard time.
- Classrooms may be utilized for classes or other University-sponsored events only.

Note: Building hours may vary during holidays, breaks and the week of *Ferragosto* (Aug 15th).

Entry/Access

The main entrance to the building is through the double doors in Via Ostilia, 15. In exchange for a €10 key deposit, you will be given a unique swipe card and corresponding passcode which will allow access to the building during normal hours of operation. For security purposes, do not write anything on this card.

Fire Safety

If you hear the fire alarm, exit the building quickly and quietly using the stairwells. Do not use the elevators. You will be notified when it is safe to enter the building via the RGG's Emergency Notification System.

Smoking

Smoking is strictly prohibited in all indoor or outdoor spaces, including the courtyard and terraces.

Alcohol

The consumption of alcohol in the RGG's indoor (classrooms, cafeteria, library, lounges) and outdoor spaces (terraces and courtyard) is strictly prohibited unless in connection with a University-sponsored event.

Food

Food may be consumed in the cafeteria and on the outdoor terraces and courtyard only. Food is not allowed other common spaces, unless in connection with University-sponsored events.

Guests

For security purposes, the RGG is not open to the general public. If you wish to bring a friend, classmate, colleague or family member into the building, you must provide at least one day's notice to the RGG via the RGG Guest Request Form. This can be accessed on the RGG Student Affairs page: www.sites.google.com/a/nd.edu/rgg.

Personal Property

To facilitate cleaning, common areas (including but not limited to the cafeteria, student lounges, and classroom spaces) must be clear of all personal belongings at the end of each day. If you think you may have lost or accidentally left something at the RGG, check with front desk in case it was found and turned in.

University Property

Please take the utmost care of the building, furniture and equipment. Report any damage, maintenance or supply requests to the front desk or via the RGG Student Affairs page: www.sites.google.com/a/nd.edu/rgg.

Climate Control

The building is equipped with air-conditioning and heating. Do not tamper with the air conditioning or thermostats on your own. Instead notify the front desk if you would like an adjustment to be made.

Energy Efficiency

To conserve energy, please switch off the lights when you are the last to leave a classroom, studio, restroom, cafeteria, computer lab or other common area.

Recycling

The RGG adheres to a city-wide trash/recycling policy. All waste should be sorted and disposed into the appropriate bins: Paper and cardboard; Plastic, glass and metal; Organic waste or Non-recyclables.

Wi-Fi

The RGG Wi-Fi network is called ND Secure. To access the network, you must first register your ND ID and pass at <https://go-abroad.nd.edu/>. If you experience any connectivity issues, please contact the RGG's IT specialist, Danilo Domenici (ddomenic@nd.edu) or submit a ticket via the RGG Student Affairs page.

Storing Luggage at the RGG

You are welcome to store tagged suitcases at the RGG for a short period of time either before or after your program. To do so, complete the form on the RGG Student Affairs page: www.sites.google.com/a/nd.edu/rgg.

Mail/Packages

The RGG can accept letters and packages on your behalf. Please notify Simone De Cristofaris (simone.decrisofaris.1@nd.edu) of any packages that you expect to receive. For additional information, please refer to the section under the “shipments” heading on page 7.

Medical Care

Every student has HTH health insurance which covers 100% of all medically necessary doctors' visits and emergency care up to \$250,000. Through the website, www.hthstudents.com, you can search for providers, hospitals and clinics, find the local equivalents of medications, translate key medical phrases and more.

Providers

The following is a partial list of English-speaking clinics and medical providers that have worked with RGG students and faculty in the past. With the exception of Andrea Guerriero, all are HTH direct pay.

General Practitioner (on-call 24/7)

Andrea Guerriero, MD
Makes house calls. Pay upfront, get reimbursed.
Cell: (+39) 320 4065709 - call, text or whatsapp
Email: andrea.guerriero31@gmail.com

General Practitioner (on-call 24/7)

Anna Lisa Bilotta, MD
Viale delle Mura Gianicolensi, 67
Cell: (+39) 340 8954259 - call or text
Email: bilottaannalisa@tiscali.it

Health Clinic

Aventino Medical Group
Via Sant'Alberto Magno, 5
Hours: M-F 09:00-19:30, Sat. by appt
Tel. (+39) 06 5780738 - calls only

International Hospital (M.D. available 24/7)

Clinica Salvator Mundi
Viale delle Mura Gianicolensi, 67
Clinic Hours: M-F 10:00-13:00, 14:00-18:00
Tel. (+39) 06 588961 - calls only

Dentist

Joachim Hubler, MD.
via di Monte Giordano, 36 - Palazzo Taverna
Tel. (+39) 06 68309030 - calls only

Psychiatrist/Psychotherapist

Margarita Sclavi, MD
Via degli Scipioni, 245
Tel: (+39) 06 45439124 - calls only
Email: sclavi.margarita@gmail.com

Pharmacies

Pharmacists in Italy are excellent resources for minor medical issues. You may want to consult them first for minor issues (e.g., first aid, upset stomach, sore throat. Below is a list of pharmacies near the RGG.

Farmacia Celimontana
Via Celimontana, 9
Hours: 08:30-13:00, 16:00-19:30, M-Sa
Tel: (+39) 06 709 6367

Farmacia Colle Oppio
Via Merulana, 208
Hours: 08:00-20:30, M-Sa
Tel. (+39) 06 7045 3923

Farmacia Merulana
Via Merulana, 185
Hours: 08:30-19:30, M-Sa
Tel: (+39) 06 7045 3926

Farmacia ENEI
Via dei Serpenti, 177
Hours: 08:30-20:00, M-Sa
Tel. (+39) 06 488 2913

Safety and Security

The decisions you make on a daily basis will have the greatest impact on your personal safety and security abroad. It is wise to maintain a low profile, practice situational awareness, never walk alone, avoid alcohol in excess, carry your cell phone at all times, and keep your friends and family updated on your whereabouts. Please carefully read the following so that you are as prepared as can be for the following situations.

Personal Emergency or Accident

The European Union Emergency Number is 112. Call this number to receive immediate assistance from local first responders (police, ambulance and/or fire). Once you are out of harm's way, notify your parent(s)/guardian and a program contact for local support. If you are unable to reach your program contact, call or text NDI (+1 574 339 6154) or ND Security Police (+1 574 631 5555) for 24/7 support.

Large-scale, External Events

The RGG has adopted a comprehensive early notification system called *Everbridge* to inform and account for members of the RGG community during potentially disruptive situations (e.g., fires, earthquakes, volcanoes, terrorist activities). Instructions for registering your preferred contact information into the system will be sent to your ND email within a week of your arrival. If you have questions in this regard or if you do not receive a registration email, please contact Mallory Nardin (mnardin@nd.edu).

Personal Travel Communications

The US Department of State urges US citizens traveling abroad to enroll in the Smart Traveler Enrollment Program (STEP). This allows the US Embassy to keep you informed and up-to-date with important safety and security information as soon as it is made available. To enroll in the program, visit step.state.gov. You are also strongly encouraged to keep program staff informed of personal, overnight travels outside of Rome via the secure RGG Personal Travel Form (<http://bit.ly/291HcLD>). This will help facilitate support should you encounter any difficulties while traveling.

Theft

As in any major city, it is important to beware of pickpockets and purse snatchers - especially in airports, train stations, the city center and on public transportation. It is recommended that you only carry what you need when walking around Rome: a copy of the photo page of your passport (for identification purposes), one debit/credit card, your HTH insurance card, keys, public transit cards, cell phone, and whatever cash you plan to spend that day. Leave your passport, spare cash and other valuables in a secure place.

If you lose your wallet, cancel your credit cards, report the loss to the local police by filing a *denucia* at any police station and obtain a copy of the report for your records. Simone DeCristofaris (simone.decristofaris.1@nd.edu) can arrange for a new RGG key card, if needed. You can ask relatives to send emergency funds via a commercial money transfer company, such as Western Union. The closest police station and money transfer service to the RGG are:

Police Station

Via Marco Aurelio, 35
tel: (+39) 06 772 6991

Forexchange

Piazza del Colosseo, 6
Hours: M-Sa. 09:00-21:00

If your passport is stolen, in addition to reporting the loss to the local police, you will need to go in person to the US Embassy to apply for an emergency travel document Monday-Friday 08:30-12:00.

US Embassy in Rome

via Vittorio Veneto, 121
tel: (+39) 06 46741

Transportation Safety

Transportation accidents are the #1 cause of injury for young people studying abroad. For this reason, *Notre Dame students are not authorized to own, rent or operate motor vehicles during the course of their studies, unless accompanied by a parent/guardian.* Be especially aware of oncoming traffic when walking in Rome, particularly at traffic circles, intersections and when crossing the street.

Drug and Alcohol Awareness

You are, first and foremost, responsible for abiding by local laws as they relate to drug and alcohol use. As Notre Dame students, you are also subject to the standards of conduct and disciplinary actions set forth in *du Lac* (<http://dulac.nd.edu/community-standards/standards/>). As such, *the illegal or inappropriate use of drugs and alcohol may result in suspension and/or dismissal from the program.* Remember to take basic precautions if/when alcohol is consumed. In particular, never leave a drink unattended, always travel in pairs or small groups, look out for one another, and attend to any friends/classmates who may have had too much to drink, making sure that everyone makes it home safe and sound.

Sexual Harassment/Assault

If you are the victim of sexual assault, it is important that you seek medical attention at the nearest public hospital as soon as possible following the crime's occurrence. Do not wash, wipe or change clothes. Consider talking with someone confidentially who can help, including a mental health counselor or a member of the professed religious. Both RAINN (www.rainn.org, +1 800 656 4673) and SASHAA (www.sashaa.org, +1 800 172 444, then 866 879 6636) offer 24/7 victim-centered, confidential support via phone, online chat or email. Finally, consider your reporting options. Incidences of assault, discrimination or harassment of any kind can be reported to the University through www.speakup.nd.edu or by speaking with the RGG Director of Student Affairs, Mallory Nardin (mnardin@nd.edu), or any other member of the ND faculty or staff.

Spiritual Life in Rome

The city of Rome offers countless opportunities for spiritual formation during your time abroad. For up-to-date information on regarding Catholic services throughout the city, please visit:

- <https://www.stthomas.edu/rome/romeguide/faqspreparingforrome/romemasstimes/>
- <http://www.pnac.org/visitorsoffice/mass-in-rome/>

For information regarding other religious communities in Rome, please visit:

- http://www.johncabot.edu/student_life/interfaith-initiative/worship-place.aspx

Practical Information

The following are a few practical considerations to help you navigate day-to-day life in Rome.

Money

The easiest way to access local currency is by withdrawing it directly from a local ATM using a debit or credit card. Before doing so, you will need to call the number on the back of your card to let them know that you are traveling; that way they will know that your card has not been compromised. The closest ATMs to the RGG is are in via di S. Giovanni in Laterano: one at the intersection of via Ostilia and the other in Piazza San Clemente.

Electricity

In order to use your electronic devices in Italy you will need a plug adaptor and, for some devices, a voltage converter. Voltage in the US is 110V, whereas voltage in Europe is 220V. The voltage that any device can accept will be indicated in small print on the device itself. If your device can operate with voltage ranging from 100 to 240 volts, you will only need a plug adapter. If, however, the maximum voltage allowable for your device is 120 volts, you will need a voltage converter.

Both plug adapters and voltage converters can be purchased for a few euros at any electronics store in Rome. The closest *ferramenta* to the RGG is in Via Celimontana, 15.

Cell Phones

For safety/security purposes, you are required to have a working number that can send and receive calls and texts, without relying on data, for the duration of the program. It is important that you keep this phone on, charged and with you at all times. The following cell phone solutions have been recommended by past students:

- If your smart phone is unlocked and compatible with GSM networks in Europe:
 - Replace your current SIM with a local SIM upon arrival and sign up for a non-binding, pre-paid phone plan from a local, Italian carrier (e.g., TIM, Wind, Vodaphone, “3”). Pre-paid plans cost as little as 8-12 Euros/month for 3 gigs data, 500 min voice, and 500 SMS. To stay in touch with friends and family back home free of charge, utilize internet-based services like WhatsApp, FaceTime and iMessages.
- If your smart phone is locked:
 - Option 1: Before leaving the States, consider adding an international talk, text and data plan to your current phone number. Note: due to the high cost of roaming, this is likely the most expensive option.
 - Option 2: Upon arrival, purchase an inexpensive local phone, SIM and a “top off” plan from a local carrier. All incoming calls and texts, regardless of the country of origin, are free to receive. You will only pay for outgoing calls/texts and can top off your phone, as needed. To communicate with friends and family back home, use your smartphone as a tablet (to avoid roaming fees) and use internet-based services like FaceTime or iMessages over Wi-Fi.

Shipments

As previously stated, the RGG can receive packages on your behalf. Please bear in mind the following before ordering products online or having items sent from home. Any fees incurred at customs will be the responsibility of the recipient.

- **Used items.** Used items for personal use should be clearly stated on the way bill. Please be advised that declared values over €50 are more likely to be subject to customs fees.
- **New items.** If purchasing new items online, consider purchasing through an EU supplier directly (e.g., Amazon.it or apple.com/it). This will reduce the time, paperwork and cost involved in receiving a shipment from outside of the EU.
- **Over-the-counter medications and cosmetics.** If admitted, over-the-counter medications and cosmetics will be subject to additional inspection by local authorities. Fees for inspection will be passed on to the recipient.
- **Prescription medications.** The importation of medication into Italy is strictly regulated. If your medication is not available in Italy (visit hthstudents.com to find out) you are strongly encouraged to bring enough for the duration of your program in your carry on luggage. If you must have medications mailed to Italy, the medication should be unopened and accompanied by a doctor’s note with your name, school and length of program, the date and nature of diagnosis (to prove that the condition was pre-existing and that treatment is ongoing), the name, prescribed dosage and necessity of the medication including what would happen if you discontinued use, and your doctor’s name and his/her contact information. Please note: because the customs process can take time, it is important that you plan ahead. If you have questions, contact Mallory Nardin (mnardin@nd.edu).

Transportation

Please be advised that Italian Law requires residents to carry government-issued ID at all times. A photocopy of your passport will suffice. (Remember: your original should be left in a safe place in your apartment.)

- **On Foot**
 - Walking is often the easiest, most enjoyable and reliable way to move around the city. To find the quickest route from place to another, consult applications like CityMapper, Ulmon Maps2Go or Google maps. *Just remember to stay alert to oncoming traffic!*
- **Public Transportation**
 - ATAC operates the city's metros, buses, trams and trains. Single journeys can be purchased at most *Tabacchi* or at any metro or train station for €1.50/journey. For information regarding monthly passes, transit maps and more, visit <http://www.atac.roma.it>.
 - The closest metro stations to the RGG are the Colosseum (Metro B) and Manzoni (Metro A) stops. Several bus lines stop in Via Labicana, including the 53, 85, 87, 571, 810. The closest tram (Line 3) is in Piazza del Colosseo. Please note that the metro system runs until 11:30pm Sunday-Thursday night and until 1:30am Friday and Saturday night.
 - *Like anywhere, riding public transportation without a valid (stamped) ticket or pass is illegal and can result in hefty fines (up to €500) plus the cost of the ticket.*
- **City Taxis**
 - You can hail a taxi on the street or find them at taxi ranks throughout the city. The closest rank to the RGG is a short walk to the Piazza del Colosseo. You can also call a cab by dialing 06.3570 or 06.0609 or via the free "It Taxi" or "Chiama Taxi" apps.
 - Most taxis accept credit cards although, if you are not paying through the app, you may want to confirm payment with your driver before s/he departs.
 - *If someone tries to solicit you to ride with him/her, keep walking. For security purposes, it is strongly recommended that you only use white official taxis with a visible license number.*

Points of Interest Near the RGG

There is a wide variety of restaurants, museums, markets, churches and other points of interest within close walking distance of the RGG.

Places to Eat

La Pace del Cervello, Via dei S.S. Quattro, 63 - Tel. +39 06 700 5173

Il Bocconcino, Via Ostilia, 23 - Tel: +39 06 7707 9175

4 e 4'otto, Via S.S. Quattro, 30 - Tel: +49 06 709 6309

Ristorante Naumachia, Via Celimontana, 7 - Tel: +39 06 700 2764

Da Domenico, Via di San Giovanni in Laterano, 134 - Tel: +39 06 7759 0225

Gourum India, Via Labicana, 29 - Tel: +39 06 7003406

Post Office

The nearest post office to the RGG is in Via San Giovanni in Laterano, 96. Hours are Mon-Sat 08:20-13:35.

Parks

The Oppian Hill and Villa Celimontana are a 5 minute walk from the RGG.

Villa Borghese is a 30 minute walk from the RGG.

Gyms

Hard Candy Fitness (via Capo D'Africa, 5) offers weights, cardio machines and fitness classes. Current prices with the ND discount are €130 for 1 month, €315 for 3 months, €510 for 6 months, €900 for 12 months.

Santa Maria Centro Sportivo (Via Matteo Boiardo, 28) offers weights, cardio machines, fitness classes and a pool. Current prices are €125 per month plus a one-time €35 sign-up fee.

Supermarkets

Tuodì, a large, discount grocery store, is located in Via Annia, 18.

Carrefour, a slightly smaller store open 24/7, is located in Via dei S.S. Quattro, 53-54.

Shopping

Coin, a large department store in Piazzale Appio 7, carries many of the most popular Italian brands.

Via Merulana is major thoroughfare with many shops along the street.

Via del Corso, via Condotti and via Frattina have a variety of low cost (H&M, Zara, Gap) and higher-end stores (Gucci, Dolce e Gabbana, Armani, Max Mara, Luis Vuitton).

Churches

Basilica di San Clemente al Laterano - Via Labicana, 95

Basilica di S. Giovanni in Laterano - Piazza di San Giovanni in Laterano, 4

S. Maria in Domnica - Via della Navicella, 10

Basilica dei Santi Quattro Coronati - Via dei Santi Quattro, 20

Chiesa di Santo Stefano Rotondo - Via Santo Stefano Rotondo, 7

Museums

Musei Capitolini - Piazza del Campidoglio, 1

Palazzo Brancaccio - Largo Brancaccio, 82

Palazzo delle Esposizioni - Via Nazionale, 194

Palazzo Doria Pamphili - Via del Corso, 305

Theaters

Teatro dell'Opera - Piazza Beniamino Gigli, 7

Teatro Brancaccio - Via Merulana, 244

Teatro Flavio - Via G.M. Crescimbeni, 19

Teatro Eliseo and Piccolo Eliseo - Via Nazionale, 183

Original Language Cinemas

Cinema Nuovo Olimpia - Via in Lucina, 16

Cinema Farnese - Piazza Campo De' Fiori, 56

Cinema Azzurro Scipioni - Via degli Scipioni, 82

Local Discounts

Walks of Italy offers RGG-affiliated students, faculty and staff a 15% discount on their privately booked tours.

Code at checkout: NotreDame15.

RGG Faculty and Staff Contact Information

Ted Cachey, Academic Director: 06 772 643 609, tcachey@nd.edu

Silvia Dall'Olio, Assistant Director: 06 772 643 608, sdalloli@nd.edu

Anthony Wingfield, Director of Operations: 06 772 643 610, awingfie@nd.edu

Alice Bartolomei, Senior Accountant: 06 772 643 611, abartolo@nd.edu

Krista DiEleuterio, Student Activities, Events and Conferences: 06 772 643 602, kdieleut@nd.edu

Costanza Montanari, Public Relations and Library: 06 772 643 612, cmontan1@nd.edu

Mallory Nardin, Director of Student Affairs: 06 772 643 210, mnardin@nd.edu

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Daniilo Domenici, IT Support: ddomenic@nd.edu