Hello,

Autumn (September to November) is probably the best time of year in Korea. The weather is cooler and dryer, but still pleasantly warm and sunny. As the season progresses, the leaves changes colors and harvesting begins, Fall is the time of Chuseok, Korean Thanksgiving. At this time of year, you will find crisp, sweet apples in the market along with the unique Korean pear (known in North America as the Asian pear), huge purple grapes and the fragrance of roasting chestnuts and gingko nuts on the streets. One of the most important autumn event is Kimjang (the time of making kimchi). Families get together still to prepare the unique fermented dish according to their traditional family recipes. Fall kimchi is considered my many Korean to be the best kimchi of the year. Fall is also a wonderful season to go out of Seoul and explore Korea. It would not be hard not to fall for the beauty of this country when the cool breeze kisses your cheeks and the tree-lined streets greet you in various shades of yellow, red, orange, and brown.

With these feelings let me introduce myself. I am Tulsi Ram Bhusal (Jason), Program Manager for the Seoul Case Study Program (SCSP) Seoul Field Trip 2015. I am glad to write this email regarding the upcoming 18th Seoul Field Trip 2015.

As you might already know the fact that, The University of Seoul (UOS) has been assigned solely as an authorized institution by The Seoul Metropolitan Government (SMG) for the implementation of The Seoul Field Trip. Therefore, UOS operates the program with
coordination contact to facilitate the implementation of the program.

Please refer to the webpage at http://www.visitseoul.net/ for your information about Seoul.

**Itinerary**

You would need an itinerary in order for you to prepare for the 18th Seoul Field Trip 2015. The official program will start with an orientation on Monday, October 19th, and will end on Friday, October 23rd with a closing ceremony. We request all the participating members to arrive Seoul, Korea by 17th October (Saturday) 2015. There will be a pick-up service only on 17th October. Participants coming early than the scheduled date should come by themselves. However, we will provide you guidance how to come to the Hotel.

The program will mainly consist of presentations and field visits. There is also a city tour on Sunday, October 18th. We expect your full participation. The city tour is covered by UOS (The University of Seoul).

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<tr>
<th>18th Field Trip</th>
<th>Program Period</th>
<th>Participating Universities</th>
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<tbody>
<tr>
<td>October 17~ 24th, 2014 (City Tour on October 18th)</td>
<td>- University of Central Florida</td>
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<td>- Cornell University</td>
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<td>- Portland State University</td>
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**Program**

Students will have opportunities to listen to briefings from policy-makers in SMG and learn more about Seoul's creative policies. They will also have chances to actually visit these policy sites and see for themselves why they are so widely recognized. Of course, through the city tour, the program is also for participants to experience the urban and traditional culture of Seoul.

At this point, we haven't yet finalized the topics of briefings and sites to visit.

Possible briefing topics (around 7) are: Cultural Policy, City Planning, Municipal Finance, Welfare policy, e-Government, Seoul’s Green Policy, and Seoul’s New HR Management System.

Possible field visits (around 6) are: Mapo Recycling Facility, Electric bus (on Mt. Namsan),
Students Participation

The Seoul Field Trip is a place where innovative ideas are exchanged between SMG and participants. Not only does SMG promote its best practices to participants, but it would like to receive creative ideas from students.

In each briefing session, students can voluntarily share what they think about Seoul Metropolitan Government's policy on the subject matter. To facilitate a more active exchange of ideas between participating universities and SMG, we are thinking of holding a discussion session by students. In the session all the students from each university would give presentations on Seoul's policies and policy proposals. Moreover, professors and SMG officials would comment on presentations. The SMG will refer to the presentations for improving policies. I would like to hear your thoughts.

Study Materials

We will provide the essential study material according to the briefing topics.

Please also visit the Seoul Metropolitan Government’s English website (http://english.seoul.go.kr/). Like other local governments’ websites, it acts a communication channel to reach people interested in the region, including news, events, and local attractions. It does provide a tremendous amount of information on the city of Seoul. Not only does it give users general information on Seoul, but also reports current news on Seoul city’s policies on a daily basis through the “news” section. The website is dynamic meaning that it is regularly updated with new content. Moreover, you will get to know the philosophy of the Mayor by watching the Mayor’s message, inaugural ceremony, and the details of the Mayor’s public hope pledge.

Lodging and Food

We provide each participant with a 7 night-hotel-stay. Each professor uses his (or her) own room however students have to share room. If you want to stay longer, you will be required to pay for extra nights. Food is provided for the full eight days. Every breakfast and most
dinner are at the hotel. Lunch will be provided at a cafeteria in the University of Seoul and other restaurants around the University. You can eat out individually at your own expense.

**Dress code**
Casual attire will be fine for all the courses.

**Number of participants**
The recommended number of participants including the professor is nine.

**Communication**
As I mentioned above, this program is run by both SMG and a University of Seoul. SMG funds the program and the UOS designs and provides presentations and field visits. UOS organizes this program, provides facilities and guides, and arranges accommodation. If you have any questions or suggestions, please let me know.

**GENERAL INFORMATION**

**Weather**
In Korea, summer temperatures range from 20 to 30 degree Celsius, and the return of warm weather brings wild flowers to bloom all over the country. As the weather improves, so do people’s spirits, and summertime festivals are held throughout the country. There are plenty of opportunities to enjoy the good weather by participating in Korea’s flower, food, and culture festivals.

Korea Meteorological Administration

**CREDIT CARD:**
International credit cards, including VISA, American Express, Diners Club, MasterCard and JCB are widely accepted at major hotels, department stores, restaurants and retail stores.

**TIPPING:**
Tipping is not a traditional Korean custom. Generally, a 10% service charge is added to a bill at all hotels. Therefore, tipping is not expected at such places. It is not necessary to tip a taxi driver unless the passenger is assisted with luggage or provided with extra service.

**TAX:**
Foreign tourists can receive nearly 10 percent VAT refunds for purchases at duty free shopping outlets. Goods must be taken out of Korea within three months of purchase to be eligible for a tax refund.

Value-Added Tax (VAT) is levied on most goods and services at the standard rate of 10% and
PUBLIC TRANSPORTATION FEE:
Seoul:
Taxi: ₩ 3,000 basic fair within 2km
Subway: ₩ 1,150 basic fare within

POWER VOLTAGE:
The standard power voltage used for electric appliances are 220V. If you are planning to bring any electric appliances that use 110V, please prepare a compatible power supply or converter.

TIME ZONE:
Time in Korea is 9 hours ahead of Greenwich Mean Time. (GMT+9)
New York: -13 hours
Bangkok: -2 hours
Istanbul: -6 hours
London: -8 hours

CELL PHONE / MOBILE:
As for the cell phone uses, Korea uses CDMA as the standard protocol for mobile communications and does not support GSM type phones. If you need a global roaming service, please register for it at Incheon International Airport for it is very difficult to do so outside the airport. You will be able to rent a CDMA phone from a global roaming service company, which will work with your original GSM mobile phone number.

TELEPHONE:
Regarding on cellphone use in Korea, we use CDMA as the standard protocol for mobile communications and does not support GSM type phones. If you need a local phone in Korea, you can rent it at the Incheon International airport.
For international calls, first dial the international access code (001, 002, etc.), the country code, the area code and the recipient’s number.
DIALING CODES:
Korea: (0)82
Seoul: (0)2

SMOKING:
Smoking is not allowed in all public buildings throughout Korea, including parks, hotels and most restaurants. The Korean government is again working to ban smoking while taking a taxi.

EMERGENCY CALLS:
Medical Emergencies dial: 1339
International SOS Korea: +82-2-790-7562
Fire and Rescue dial: 119

EMBASSY:
Foreign government offices and addresses can be found in the website of Ministry of Foreign affairs and Trade

Business gifts are still common in Korean society and are often presented at the first meeting. The most expensive/highest value gift should be given to the person of highest rank with colleague of equal rank receiving a gift of similar value. Gifts have long been seen as a means of influencing (aka bribing) decision makers. However, the intent of the gift at the first business meeting is to set the foundation for the relationship and are often reciprocal.

Best Regards,
Jason