



Office of the Vice Rector

PONTIFICAL NORTH AMERICAN COLLEGE
00120 VATICAN CITY STATE
(EUROPE)

2018 TRAVEL INFORMATION FOR NEW STUDENTS

DATE OF ARRIVAL

There are two dates of arrival for 2018:

- For those coming earlier to study Italian in a College-sponsored program, the date of arrival is **Wednesday, 18 July**.
- For those coming for the Orientation program and not studying in the July/August College sponsored Italian study program, the date of arrival is **Thursday, 16 August**.

LATER ORIENTATION PROGRAM

The Orientation Program begins on **Friday morning, 17 August**.

If you are coming to Italy/Europe early to study Italian in a program of your own selection or simply to engage in other travel, please plan on being at the College no sooner than **Thursday, 16 August**.

TRAVEL ARRANGEMENTS AND FLIGHT INFORMATION

When you have finalized your travel plans please contact Beatrice Ivaldi, at bivaldi@pnac.org with the airline, the date and time of your arrival at the airport in Rome or at the College.

Please follow the instructions that match your arrival date.

July 18, 2018 Arrival

New students enrolled in the summer language program are expected to fly together from Newark to Rome. There are exceptions for men coming from outside the 48 contiguous States of the USA. Arriving together facilitates customs clearance in Rome as well as transportation. Representatives of the formation faculty and the student Orientation Committee will meet the group at the airport and transport you directly to the College by motorcoach.

Group travel flight arrangements for those arriving on July can be made with the following travel agency in the United States:

STOPPINI GROUP TRAVEL, LLC
61 Douglas Pike

Uxbridge, Massachusetts 01569
Toll free 866-440-3521 or
Tel: 508-278-3636
Fax: 508-278-7589
e-mail: stoppinigrouptravel@charter.net
www.stoppinigrouptravel.com

Seats have been reserved on the following flight:

- Stoppini Group Travel has reserved seats on United Airlines Flight UA 40 departing from Newark, NJ (EWR) on Tuesday, 17 July at 5:10 PM and arriving in Rome at 7:45am **the following day (July 18)**.

Stoppini Group Travel will book your domestic flight(s) from your originating city to Newark, as well as your international flight from Newark to Rome. *Payment is not needed at the time of booking. Stoppini Group Travel will bill your (arch)diocese for the cost of the airfare.* Keep in mind that it is often less expensive to book your entire flight from your originating city together with your international flight, as connecting flights often cost less than if they were purchased separately and U.S. tax is omitted. Your travel plans to Newark should be so arranged that you **arrive at the airport 3 hours** before the scheduled departure of the flight to Rome.

The individual cost for your ticket purchased through Stoppini Group Travel will vary depending upon your departure city. Please contact Stoppini Group Travel for actual price information. **The number of seats available to us at this discounted group rate is limited and will be sold on a first-come, first serve basis.** Finally, a minimum number of tickets must be purchased for the July departure date in order for the airline to give us this group rate, therefore if less than the minimum number book the flights through Stoppini Group Travel, the group rate cannot be guaranteed.

If you are planning on traveling separate from this flight please book your flight to arrive at the main airport of Rome (FCO). Also, please schedule your arrival time in Rome **within an hour** of the arrival time of the group flight mentioned above. If it is not possible to arrange an arrival time proximate to the group flight (e.g. you are coming from a different part of the world that has limited arrival times at FCO), the College will make sure that one of its representatives will greet you at the airport and bring you to your new home.

August 16, 2018 Arrival

If you are planning to come to the College on August 16, the Stoppini Group Travel may be able to help you with your travel arrangements. Please feel free to contact them for a price quote. You may also want to make your own arrangements. As you make arrangements please book your flight to arrive at the main airport of Rome (FCO) on Thursday, 16 August. Orientation begins the next day. The College will arrange for a representative to greet you and bring you to your new home. You may be grouped together with other new men arriving at a time proximate to yours. This may entail waiting a brief time for some of your new classmates to arrive. Most of the flights from the United States to Rome arrive in morning. It is helpful both to your settling into the College and also to our logistical processes that you make an effort to arrive at the airport in the morning.

Once your travel plans have been made, please email your itinerary to Rev. Daniel Hanley, Director of Admissions (dhanley@pnac.org).

Dress for group travel is a collared shirt and long pants. We recommend that you travel in a comfortable but neat manner as you will be on the plane from Newark to Rome for a little over eight hours.

INTERNATIONAL TRAVEL – BAGGAGE

You are encouraged to check the websites of the airlines with which you are ticketed to review current baggage regulations for domestic and/or international flights. Be aware that most airlines impose fees for excess or overweight luggage. To view the most current baggage regulations for United Airlines, please check their website at www.united.com.

If you are starting your trip from any city other than Newark – depending on how your travel was ticketed – you may be able to check your bags straight through to Rome from your originating city. **You will need your passport to check-in.** Keep your boarding passes and passport handy at all times, as you cannot get in and out of certain areas without them.

If you cannot check your bags through to Rome from your originating city for one reason or another, check them to EWR. *You will need to claim your luggage in baggage claim before proceeding to your international flight.* Check-in for your flight to Rome at one of the “United Airlines International Flights” ticket counters. Again, **you will need your passport to check-in.** Verify that your luggage is checked directly through to Rome (FCO).

FINAL NOTES

After September 11, 2001, the US Government and the airlines more closely monitor travellers with one-way tickets. If you are making flight arrangements through Stoppini Group Travel, they will be happy to provide you with two notarized letters stating that you are a seminarian who will be studying in Rome for an extended period of time. While not always necessary, these letters may prove helpful in obtaining your visa with your local Italian Embassy or Consulate and on the actual day of travel to Rome at the check-in counter.

If you are not making flight arrangements through Stoppini Group Travel, you are encouraged to ask for two notarized letters from your travel agency stating that you are a seminarian who will be studying in Rome for an extended period of time. Note, if you are booking your own tickets through the Internet, you will not have access to these letters.

The attached two-page form should be used to make your travel arrangements with Stoppini Group Travel.

If you have any questions or concerns, please do not hesitate to contact Rev. Daniel Hanley, Director of Admissions, at dhanley@pnac.org.

Safe travels! We are looking forward to your arrival!

**STOPPINI GROUP TRAVEL LLC.
PNAC TRAVEL INFORMATION FORM 2018**

Please print clearly as your documents will be issued from this information.

Please check one of the following: July Travel _____ August Travel _____

LAST NAME, First name, Middle name (as it appears on your passport, with last name in capital letters)

Street address, box number, etc. (where you are now)

City/State/Zip

Telephone (where you are now) Fax (where you are now)

E-mail address (that you look at frequently)

Street address (where you will be the week before your departure date)

City/State/Zip (where you will be the week before your departure date)

Telephone (where you will be week before departure date)

Fax (where you will be week the week before departure date)

Originating city of departure:

PERSONAL INFORMATION:

Birth date: _____ Birth place: _____
Month/Day/Year State (or Country if not U.S.A.)

Passport number: _____ Issue date: _____
Month/Day/Year

Issue place: _____
City or US State Department

EMERGENCY CONTACT INFORMATION FOR THE AIRLINE:

In an emergency, please contact: _____

Telephone number of emergency contact person: _____

PAYMENT INFORMATION

Name of seminarian: _____

The bill for travel arrangements should be sent to:

Official person responsible for payment: _____

(Arch)Diocese: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone number: _____ Fax: _____

Email _____

Your signature: _____

Printed name: _____

Once completed, you may scan and e-mail this form to: stoppinigrouptravel@charter.net

Alternatively, you may fax or send the form by mail to:

STOPPINI GROUP TRAVEL, LLC.
61 Douglas Pike
Uxbridge, Massachusetts 01569
Toll free 866 440 3521 or
Tel: 508-278-3636
Fax: 508-2787589