

## BERLIN LETTER II

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### 64<sup>th</sup> Annual Berlin Seminar

March 17 - 21, 2018

We are happy that so many of you (about 550 Fulbrighters) from Germany and other European countries have decided to join us in Berlin. The following information and enclosures will be our final correspondence until we meet for the Seminar.

#### I. SPECIAL SEMINAR INFORMATION

#### II. LOGISTICS

#### III. CONFERENCE REGISTRATION

#### IV. LIST OF PARTICIPANTS

#### V. MISCELLANEOUS

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#### I. SPECIAL SEMINAR INFORMATION

##### 1. The seminar format

This is the 64<sup>th</sup> meeting of American Fulbrighters in Berlin. We also will welcome about 200 German Fulbright candidates of the program year 2018-19. Based on feedback we received from last year's seminar participants, we have been busy planning several new events and workshops for this seminar, bringing together both Americans and Germans.

The idea is to make new contacts and establish networks, thereby displaying the spirit of the late Senator J. William Fulbright, whose vision and legacy has inspired generations of Fulbrighters. We are honored by your presence and proud to present you with a program that we hope offers something of interest to everyone. We also hope that your participation in the 2018 Berlin Seminar allows you to meet new and old friends, share your Fulbright experience with us, and have a great time in the capital of Germany.

##### 2. Enclosed are several documents to which we will refer again further below:

- List of American Participants
- Tentative Program Schedule
- Overview of Soft Skills Workshops
- Description of (Walking)Tours & Excursions

##### 3. Steps *before* arrival in Berlin

Step 1: Please check all details in the enclosed participants' list. Please note that this information (first name, last name, home institution, host institution) will be printed on the seminar name tag. If you would like us to make any changes to your personal information, and/or change your preference to have/not have your email address published in the final participant list, please send an email to [events@fulbright.de](mailto:events@fulbright.de) by **March 5, 2018!**

Step 2: Please register for the Workshops on Monday by sending the registration form via email to [events@fulbright.de](mailto:events@fulbright.de) by March 5, 2018 and read about the Tours on Tuesday, March 20 as described in Item III.4.

#### 4. Steps after arrival in Berlin

Step 1: Seminar Registration – See section III.1.

Please register with the Fulbright staff at the Hotel Riu Plaza Berlin between 12/noon and 6:00 pm.

This is where you will meet us and where you will receive the seminar folder (incl. final Program Notes, nametag, etc.).

Step 2: Hotel check-in – See section II.1 and II.2.

Please see final program for check-in period at the hotel reception desk.

## II. LOGISTICS

### 1. Check-in at the conference hotel

All grantees, except Berlin residents, are accommodated at the Hotel Riu Plaza. Student and Teaching Assistant grantees are accommodated in double rooms. The Hotel Riu Plaza Berlin is conveniently located in the district of Tiergarten.

#### Hotel Riu Plaza Berlin

Martin-Luther-Straße 1, 10777 Berlin

Phone: +49(0)30-280 900 0

<https://www.riu.com/en/hotel/germany/berlin/hotel-riu-plaza-berlin/index.jsp>

Please note that we cannot guarantee availability of your room before 3:00 pm. However, you can leave your luggage in a room in the conference area of the hotel.

### 2. How to get there

The Hotel Riu Plaza Berlin is within walking distance (about 5-8 minutes) from the subway (U-Bahn) station Wittenbergplatz. Upon arrival at Wittenbergplatz, take the exit to Kleiststraße and walk down this street to Martin-Luther-Straße and then turn right. Continue walking on the left sidewalk, and you are there. You can also use the buses M29, 106, 187 - stop: An der Urania.

For more information on schedules and tickets, please consult: <http://www.bvg.de/en>

- a) If you arrive by long-distance **train** you will have to switch at one of the long-distance train stations in Berlin (e.g. the Hauptbahnhof or Ostbahnhof) and take a commuter train (S-Bahn) to Berlin Zoologischer Garten. This is a regular regional train station and all East-West S-Bahn's (commuter trains) stop there. Then take the subway to Wittenbergplatz.
- b) If you arrive by **plane**, there are two airports in Berlin: Tegel and Schönefeld.
  - **Tegel:** Take the bus X9 direction Berlin Zoologischer Garten to U Ernst-Reuter-Platz, and from there take the U2 direction S+U-Bahn Pankow and get off at Wittenbergplatz, or take the TXL bus direction Alexanderplatz and switch at station U Turmstraße to Bus 187 direction Lankwitz, Halbauer Weg, get off at stop An der Urania.
  - A ticket costs EUR 2,80 (Zone AB). A taxi would be about EUR 30.
  - **Schönefeld:** Take the Airport Express train (regular regional train) or the S-Bahn to Berlin Zoologischer Garten (Ticket Zone ABC EUR 3,40). Then take the subway to Wittenbergplatz.
- c) Parking is available at the Hotel Riu Plaza Berlin (only limited space) and it will cost EUR 23/24h.

### 3. Accommodation

We have made room reservations as requested or as available. The Fulbright Commission will pay for these routine arrangements. Please note that any changes or deviations from the confirmed reservations must be clarified with us in advance, otherwise you are responsible for all resulting costs, including no-show fees, as mentioned in the registration form. It is very important that you contact us if you are delayed (arrival after 6 pm on March 17, 2018) or if you cannot come at all (i.e. for health reasons).

#### 4. A note on German hotels

In German hotels each adult or child is usually counted as a separate, paying guest. Therefore, do expect to accommodate any small children at additional costs, even if they sleep in their parents' bed or on the floor. Reservations made by the Fulbright Commission will of course include children at no extra expense.

If you experience any problems during your stay, please try to work them out with the reception desk or with us. Be aware that any change of accommodation or any **extras** (laundry, parking, etc.) will be at your own expense.

#### 5. Important: Liability Issues

The Fulbright Commission cannot assume any responsibility or liability for you and your property. We recommend that you leave your valuables at home or store them in the safe in your hotel room!

### III. CONFERENCE REGISTRATION

#### 1. Registration details

All participants must register with the Fulbright staff to receive their seminar ID (name tag), which is your admission ticket to all events.

- a) Regular seminar registration session is on Saturday, March 17 from 12:00 pm to 6:00 pm at the Fulbright desk in the Hotel Riu Plaza Berlin.
- b) Grantees who live in Berlin and who have sent in their participation confirmation must also register with us at the Hotel Riu Plaza Berlin **ON SATURDAY** to receive the seminar program and their name tag.

#### 2. Seminar Fees

##### a) Grantees from Germany

For grantees who have requested reimbursement for their travel to and from Berlin via the conference registration form, please note that our Fiscal Department will transfer the appropriate amount (our standard reimbursement procedure = 50 % of the 2<sup>nd</sup> class train ticket) to your bank account approximately 4 - 6 weeks after the conference. The conference registration fee (EUR 30) will be deducted from the travel reimbursement.

##### b) Grantees from other countries

Grantees from other countries and guests have been registered through their local Fulbright Commissions. The Commissions will also take care of the seminar fee.

#### 3. Conference Site

The Berlin Seminar will take place at the Hotel Riu Plaza Berlin, conference center *Urania*, the University of the Arts, and the Rotes Rathaus.

#### 4. Seminar Program

A final seminar program schedule will be available upon seminar registration. We enclose a tentative program outline which is subject to change. Please do not count on the exact starting times as we are still fine-tuning a few events. We expect your attendance at all seminar events.

#### **Request for Action: Registering for selected events**

- a) **Workshops on March 19 morning and afternoon:** please register for a workshop by sending us the completed registration form to [events@fulbright.de](mailto:events@fulbright.de) by **March 5, 2018 at the latest!** We will do our best to accommodate your preferences, but when this is not possible, we will assign you to one of the workshops that still has space.

##### **Workshops on Monday, March 19**

A	Women in Leadership
B	Social Media and Your Fulbright Experience: From the Inside Out
C	Leadership and Communication in the Digital Age
D	WE CHANGE THE WORLD   DAS ÉGALITÉ PROJEKT

E	Legacy of a Surveillance State
F	Diversity in European Politics
G	Bitcoin's impact on society: Can cryptocurrencies potentially replace conventional fiat money?
H	Theater in Berlin
I	Social Entrepreneurship

For details of the Workshops, please refer to the separate information sheet on the website.

Please note: On your seminar name tag you will find the letters of the workshops to which you have been assigned. If we do not receive the registration form from you, we will simply assign you to one of the workshops that has space. Please understand that last-minute changes cannot be considered.

*Please also note that we will not be able to confirm receipt of emails.*

## b) Tours and Excursions

On Tuesday, March 20 afternoon we will offer different tours and excursions for you. Below we have listed the tours for your information. For details of the Tours and Excursions, please refer to the separate information sheet on the website. You will be able to register for a tour/excursion only during the seminar registration on **Saturday, March 17 afternoon** in the hotel. Please note that all tours have limited space.

### (Walking) Tours

1	Refugees Welcome Tour
2	Homeless Walking Tour
3	Exploring Berlin's urban landscape on rails
4	Berlin crossways: from Hauptbahnhof to Potsdamer Platz
5	Borderwalks – borderless: Walking where the wall once stood
6	Metropolitan Kreuzberg - From immigrants to locals
7	Zum Abheben: Rund um den Flughafen Tempelhof
8	Approaches Jewish Berlin
9	Brechts letzte Wege: Ein literarischer Spaziergang
10	Street Art Tour
11	River Cruise "Historic City Cruise"
12	East Berlin: A look at the former DDR
13	Hike through Grunewald with visit to Teufelsberg
14	Berlin in a Building - One story of migration, past and present
15	Community Arts Organizations
16	Then and Now: How Berlin Remembers and Lives On
17	The Gemäldegalerie
18	Contemporary Art Galleries of Berlin

### Excursions

19	Wissenschaftszentrum Berlin (WZB): Moderne Gesellschaften im Wandel
20	Deutsche Welle (DW): Germany's International broadcaster
21	The Leibniz Association and the Leibniz Research Museums
22	Migration Hub & Impact Hub

Please note: You will receive a Tour/Excursion ticket, and if your group needs to take public transportation, you will receive a day-ticket for the transportation. Please understand that last-minute changes cannot be considered.

## IV. LIST OF PARTICIPANTS

Enclosed please find a list of all registered participants. Please check the list for your name and notify us via email to [events@fulbright.de](mailto:events@fulbright.de) if there is any discrepancy. A list of all participants (European, U.S. grantees in Germany, and German candidates 2018-2019) attending the Berlin Seminar will be included in the seminar folder.

## **V. MISCELLANEOUS**

### **1. Internet Access**

You will have free access to wireless (W-LAN) in the Hotel Riu Plaza Berlin and Urania conference center.

### **2. Passports**

Please make sure that you bring along your valid passport, and carry it (or at least a copy) with you in Berlin. Watch out for your valuables on any train rides to and from Berlin, and also while you are in the city.

### **3. Visa Regulations** (for US grantees outside Germany)

U.S. citizens do not need a visa to enter Germany for the conference only. However, you may need a transit visa if traveling through non-European countries to get to Germany. Grantees with non-U.S. spouses should check with a German Embassy.

### **4. Health**

We hope you will enjoy the meeting in perfect health. In case of emergency you can call the **Emergency Number 112** (equivalent to the American "911") or ask at the hotel reception.

#### Grantees from Germany:

Your health insurance coverage applies as stated.

#### Grantees from other countries:

Please be aware that any medical treatment in Germany will have to be paid for in cash (private patient procedure). The Fulbright Commission cannot provide funding or pay any of these costs. Please arrange for adequate health insurance coverage.

### **6. Transportation in Berlin**

For some special events pre-arranged buses will be available for transportation (free of charge).

In your free-time, you probably will want to use the excellent public transportation in Berlin. Local transport systems include the U-Bahn (subway), S-Bahn (commuter train), Regionalbahn (Deutsche Bahn train) the Straßenbahn/Tram (streetcar) and Bus (yellow buses). There are special-rate tickets for tourists and families such as day-tickets and group tickets.

Please note that tickets covering the tariff zones AB will suffice unless you go beyond the inner city zone (e.g. to Schönefeld Airport). Please also note that the Fulbright Commission **strongly discourages** "Schwarzfahren" (travelling without a ticket) since there are regular ticket inspections.

### **7. Meals**

The successful registration for the seminar guarantees that you will receive your name tag, which serves as your seminar ID card, upon arrival and check-in with us. This ID card entitles you to take part in all meals arranged by the Fulbright Commission.

A buffet-style breakfast (Monday to Friday 6:30 – 10:00 am, Saturday to Sunday 7:00 – 11:00 am) is part of your hotel accommodation. This is also true for Wednesday, March 21, the day of departure. Try to avoid the busier, last-minute period - right before the seminar's morning sessions. Berlin looks beautiful at 6:30 am (so people say). The elevators are fast but you may have to wait a while during peak breakfast time, so please consider this and also use the stairs.

All meals are pre-arranged (mostly as buffet-style dinners) and include a selection of dishes. Vegetarian options will be available. Please ask the catering staff for assistance, in case of dietary restrictions (allergies, intolerances, etc.). Please observe meal times. Non-alcoholic beverages provided during meals are included at no extra charge. For some events you will receive a voucher from us for an alcoholic drink.

**8. Free time**

We hope that our compact program allows for some free time to explore the city on your own, meet with German grantees and other colleagues, or simply relax and enjoy your stay.

**9. Dress Code**

For some of the program events, such as the Fulbright Ceremony, we recommend that you bring some nice attire with you (smart casual). It is not necessary to dress in full-length formal wear, but a jacket or nice pants/skirt, for example, would be most appreciated. **No t-shirts, please** (unless under a nice shirt).

**10. Valuables**

Limited coatroom facilities will be available for certain events. However, we urge you not to leave passports, travel documents, money, cameras, etc. unattended **anywhere**. The Fulbright Commission cannot assume any responsibility for your personal belongings.

**11. Pets**

Please let us know if you plan to bring along dogs, cats, or other creatures, as the hotel has restrictions.

**12. Departure from Berlin**

Hotel check-out and regular departure is Wednesday, March 21, 2018 by 11:00 am. Please plan accordingly. Should you choose to stay beyond the listed conference participation period (before or after the conference) you will have to do so at your own cost, and at different room rates.

**13. Reaching out to Fulbright Staff**

The Fulbright Staff will not be able to read or reply to any e-mails as of Friday, March 16/noon to Wednesday, March 21/noon. In case you are delayed or otherwise prevented from arriving on schedule we ask you to call the following number: 0170-57 9 44 91 (Seminar Team).

We look forward to four exciting days with all of you!

Sincerely,

Your Fulbright Berlin Seminar Team