



# THE WASHINGTON SEMESTER PROGRAM

## GRADUATE GATEWAY PROGRAM



# Spring 2011

## Student Guide and Arrival Information

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## ***MESSAGE FROM THE DEAN***

*Welcome to the Washington Semester Graduate Gateway Program! In the following pages I would like to introduce you to the city that will be your home for a semester and to aspects of the program that you may be unfamiliar with.*

*All of us associated with the Washington Semester Program hope that you will take full advantage of your stay here. More than 25,000 students have participated in one of the Washington Semester Program offerings since it began in 1947. Now you are part of that tradition. Like your predecessors, you will be part of our nation's capital, culturally one of the richest cities in America and the information capital of the world.*

*Our faculty will challenge you, just as our seminar speakers will enrich you. Beyond the formal academic program, I urge you to experience Washington. Spend your free time seeking information, whether from touring the museums and galleries of the Smithsonian, working in a soup kitchen, or visiting an embassy. This is Washington, DC and for a semester it is yours.*

*Sincerely,*

A handwritten signature in black ink that reads "David C. Brown". The signature is written in a cursive style with a large, prominent "D" and "B".

*David C. Brown, Dean  
Washington Semester Programs*

## ABOUT THE PROGRAM

As you may know, the Washington Semester Program combines academic study with experiential learning. The Graduate Gateway Program is a blend of seminars that feature policy makers, professionals, and experts; research that relies on the rich information resources of Washington, DC; and practical, professional work experience that you gain in a three-day-per-week internship.

Our faculty will show you the obvious and not-so-obvious angles of your chosen field. In the process, you will grapple with the sometimes incongruous, sometimes complimentary, aspects of decision making and work. Ultimately the goal of the Program is to give you, for academic credit, a learning experience different from that of a traditional classroom: a tangible explanation of how decisions in numerous fields are made and how results are produced through the clash of power and daily activity in the nation's capital.

Your Graduate Gateway experience is not just an opportunity to learn; it is a chance to build your credentials and make contacts among professionals. The specialized skills and knowledge you acquire will help distinguish your résumé from those of other college graduates. To get the most out of this very special program, view each day as a new opportunity in your academic and professional development. Be enthusiastic, informed, humble, and motivated, and your semester in Washington will have a positive, lasting effect on you.

## ABOUT THE UNIVERSITY

Half a mile down the road from Tenley Campus (home of the Washington Semester Program) is the main campus of American University (AU). AU is a liberal arts school of more than 6,000 undergraduates and approximately 5,000 graduate students. Our faculty members include Pulitzer Prize winners, Emmy Award winners, and nationally and internationally recognized scholars, teachers, and government consultants.

American University's campus is alive with activity: plays, concerts, films, intramural and varsity sports, fitness programs, Greek life, community service, and about 160 clubs. Every semester visiting writers, artists, journalists, and political leaders come to campus to give readings and speeches or lead seminars and workshops. The main campus is easily accessible to Washington Semester students. You can take a pleasant 10-15 minute walk up Nebraska Avenue, passing the Embassy of Japan and the residence of the Swedish Ambassador, or you can catch the AU shuttle bus, which stops in front of the Tenley Campus. **As a Washington Semester Graduate Gateway student you are entitled, in fact encouraged, to use all the facilities and programs available to American University students.**



One of the highlights of the main campus is our modern sports center. It houses **Bender Arena** (where the American Eagles play their home basketball games), the Reeves Aquatic Center, and Jacobs Fitness Center. All of these facilities are available to you. Hours are posted each semester online at: [www.american.edu/jacobsfitness/](http://www.american.edu/jacobsfitness/)

**Butler Pavilion-** adjacent to the sports center, houses the University Bookstore, the Eagle's Nest (a convenience store), the UPS store, Capital One Bank, and TIGI Boutique hair salon. The **Career Center**, also in Butler Pavilion, offers a variety of services.

**Computer Centers-** are available on the main campus. Most have PC and Mac computers. They are located in several buildings: Mary Graydon Center, Anderson Hall (open 24 hours a day), Hurst, McDowell, Ward, and Battelle-Tompkins Halls. Tenley Campus has a small computing center located in Federal Hall, room 157.

**Tenley Reading Room-** is located in Federal Hall, room 151. In this room you can copy readings of evaluations completed by former students about their internship experiences in various offices. A study space, photocopier, and an outgoing-only fax machine are also provided in the room. The room is normally open daily from 8:30 am-1:00 am.



**Bender Library-** located on the main campus is also available for your use. Here you will find many resources including microforms and non-print media.

**Student Health Center-** is located in McCabe Hall. The District of Columbia requires that all students under the age of 26 in school in DC comply with its immunization regulations. Health insurance is mandatory for all resident, full-time degree, and international students enrolled at American University. Some students are covered by their parents' health insurance. (Check with your parents to be sure that you are covered.) **The University sponsors a health insurance plan in which you will be enrolled if you do not certify that you are currently covered by an individual, family, or employer health plan.** Please be sure to complete and submit the waiver form on [applyws.american.edu](http://applyws.american.edu) if you are covered by an insurance policy to avoid charges being placed on your account.

The \$1060.00 charge for the Student Health Insurance Plan will automatically be billed to your account and will cover you from January 1, 2011 through August 20, 2011. **If you already have health insurance, you MUST complete and submit the waiver on [applyws.american.edu](http://applyws.american.edu).** The \$1060.00 charge will not appear on your bill until December. This will give every student a chance to waive the insurance charge prior to being charged. If you receive notices via email, mail, or phone indicating that your waiver information has not been received, you should not ignore the notices or bills even if you have completed the online form. Contact us immediately so that we can address the situation. Don't wait until the last minute -- once the semester has started and a policy is arranged in your name, it cannot be canceled and the charge cannot be removed.

# THE STUDENT GUIDE

*The aspect of the program that sets it apart is the students. The people in the program are extremely intelligent, sociable, and fun. I have made many close friends.*

*-Scott Koebel, John Carroll University*

The people make the program! The Washington Semester Program relies on you and your fellow students to work with our faculty to make this one of your best semesters ever. You, in turn, rely on the administrative staff to help you settle in. Perhaps the best way for us to say “welcome” is to anticipate some of your questions before you arrive. Knowing what to expect can greatly ease arrival anxiety.

## VITAL DETAILS

**Arriving:** WISH housing opens on Monday, January 3, 2011 at 10:00 a.m. Since you have a mandatory Orientation session scheduled at 10:30 a.m. on Wednesday, January 5, we recommend that you arrive in DC by Tuesday, January 4. If you must arrive later than Wednesday, January 5 and will miss Orientation, please notify the Washington Semester office at 202-895-4900.

**Baggage:** Packing for the semester is a big task. You will be spending many of your seminars with people wearing business suits, and you will be required to dress appropriately when attending these seminars. Bring comfortable shoes for the first few days of sightseeing. Since you will be doing a lot of written work while you are here, a computer is recommended.

Some students find that shipping baggage to their residence is easier than bringing it with them. If you plan to do this, **ship baggage to arrive at your WISH apartment after you do.**

If you forget to bring a necessary item or wish to wait until your arrival to purchase some items, there are numerous department, hardware, and convenience stores near campus.

**What to Bring:** If you arrange to ship part or all of your personal belongings, plan to bring with you enough linens and clothing to last for at least the first few days.

We recommend that you bring the following:

- Umbrella/Raincoat
- Bed linens, blankets, and pillows
- Bathrobe
- Towels/Bathroom linens
- Toiletries and shower caddy
- Shower shoes (flip-flops, water shoes, etc)
- Laundry basket & detergent
- Computer
- Desk lamp (non-halogen)
- Alarm clock
- Mirror
- Radio/Stereo
- Business Attire

**Getting settled:** On Wednesday the program goes into full swing, beginning with Orientation. Later that afternoon, individual class meetings are held. Wednesday and Thursday evenings are set aside for settling in. Throughout the day on Friday, registration (including course changes), ID cards, and billing details can be settled. You'll usually have the majority of the day free so you can settle most or all details before classes start. Occasionally some of the faculty will have office hours or meet briefly with students regarding internships on Friday. Then on Monday (the first day of classes) the Internship Bazaar will be held on the main campus. Approximately 100 prospective internship employers come to campus to conduct on-the-spot interviews with interested students. Please have your résumés ready and look sharp!

**Identification cards:** Once you arrive, we'll instruct you to get an American University identification card. The ID card is used to enter campus buildings, university dining facilities, university athletic facilities/events, the shuttle bus, university performing arts events, and to print from the computer labs. We encourage you to enjoy AU student events and activities, many of which are already covered by your student fees.

**You are strongly encouraged to submit a personal picture online to be printed on your AU ID. Please follow these steps in order to submit your picture:**

1. Log-on to <my.american.edu> using your user ID and password.
2. Click on the Life@AU link on the right hand column of the portal.
3. Click on the ID Card Information link under Personalized Links.
4. Follow the instructions for online photo submission.

Photos must meet the following criteria:

- The subject is face front
- Clear resolution
- Not digitally enhanced
- No hats
- No sunglasses

**If you submit an appropriate picture, your AU ID card can be picked up in Constitution Hall after you arrive the first week in January on Wednesday, Thursday or Friday.**

**Automobiles:** Washington Semester students are not allowed to have cars on campus or in the area unless the Dean has granted an exception to park in the Nebraska Commuter Lot. This is a very serious rule that is not to be taken lightly. Please be sure to read the parking policy carefully. If you plan to live in WISH Housing, please contact the WISH Community Coordinator for more information regarding parking options on Capitol Hill.

**Computers:** Tenley Campus has a small satellite computing center to supplement those on the main campus. The Tenley Computer Lab has a laser printer and PCs with Windows, Internet, Microsoft Word, and WordPerfect. Once you arrive, you can set up your e-mail account to use at Tenley or at main campus centers. AU is also a wireless campus. If you have an 802.11b-compatible wireless Ethernet adapter that supports 128-bit encryption, you will be able to log on to the Internet or EagleNet from any of the wireless-enabled buildings on campus.

Since the Tenley Computer Lab is staffed almost entirely by students, the hours of operation are dependent on the schedule of the student staff. Tentative operating hours are set at the beginning of each semester and are always subject to change. While we strive to have the Lab open as many hours as possible, we may not always be able to staff the Lab for all of the preferable hours each day. Operating hours will be finalized by the end of the second week of classes. If you have computing needs when the Tenley Computer Lab is not available, feel free to use the Anderson Computing Complex on the main campus at any time. The Anderson Computing Complex, equipped with PC & Macs, is open and staffed 24 hours a day.

**Email and my.american.edu Accounts:** All Washington Semester students will have a "my.american.edu" account as well as an American University email account. You must check your email messages regularly through your my.american.edu portal. This is often the only means by which important information is conveyed to you. If you do not use your american.edu account, you must forward your AU emails to the account you will be using during the semester. You will be held accountable for information conveyed through the american.edu account. Information on checking and forwarding your account is available on the American University website or through your my.american.edu account. You may also consult the Staff Technology Consultants in the Tenley Computer Lab when you arrive. You will access all of your registration, student account, course, and transcript information through your my.american.edu account. Log-in instructions can be found at my.american.edu. You will need to know your AU ID# to create your account.

**Semester expenses:** The tuition, room, board, and fees you pay directly to American University are outlined on your program bill. Please see below to review other expenses to consider when you are budgeting for the semester. While some of these minor expenses may not affect you, it is best to be prepared for them.

**Books:** Books for the semester typically cost a total of at least \$150. This varies according to the program you are in. The internship class normally does not have any required books.

**Transportation:** You must also plan for transportation costs. Subway (Metro) fares vary by the distance traveled and also when you travel (the more expensive rush-hour rates apply on weekdays from opening to 9:30am and 3-7pm). You will use Metro ten to fifteen times a week and generally Metro fares are between \$1.95 and \$4.90 one way. Metro bus fares are generally \$1.50 to \$3.65 for trips within Washington. It is highly recommended that you purchase Metro's plastic SmarTrip card for \$5.00. Not only are rail and bus fares cheaper when you use a SmarTrip instead of a paper farecard, but metro does not issue paper transfers from rail-to-bus or bus-to-rail; you must have a SmarTrip in order to benefit from the transfer fares. You can also register your SmarTrip card online in case it is lost or stolen. You can find more information on SmarTrip on Metro's website: <http://wmata.com/fares/smartrip/>.

You may have a scheduled seminar or field trip to a location that cannot be reached by public transportation. In such cases, the program will reserve a bus to transport your class as a group. The cost of a bus can range from \$5 to \$20 per student depending on the distance, length of trip, and number of students.

**Entertainment:** Expenses are as varied as people. Washington, however, tends to be an expensive city, or at least as expensive as other cities in the United States. Going to the movies usually costs around \$11.00, although some cinemas give a discount with a Student ID. The theatre starts at about \$25, but student and rush seats are often available for less. These prices are meant not to deter you but rather to give you an idea of costs. Nor are they meant to say there are not inexpensive or free things to do. For example, tickets for Washington Nationals baseball games are available for as little as \$5. Our rule of thumb: If you currently live in a large city, your expenses here will be about the same. If you currently live in a small town, plan on spending a bit more here.

**Miscellaneous:** Occasionally, the program may have a photographer take **pictures** of your seminar with a well-known guest speaker. Copies of these photos may be obtained for approximately \$5 per photo. In addition, some programs have scheduled seminars or tours of locations that require an entrance fee or the purchase of publications pertaining to the organization.

**Banking and check cashing:** You are advised to open a personal account in Washington because it can be difficult to cash out-of-state checks here. The university bookstore will allow you to purchase items with out-of-state checks with a valid AU ID. There are several banks in the area. Most require two pieces of identification to open an account: a driver's license or state-issued ID, credit card, passport, or AU ID. Before you set up an account, you may want to ask about minimum deposit needed to open an account and minimum monthly balance; monthly service charges or fees; number of checks cashed each month with no fee; ATM card availability and fees, etc.

We do not endorse any particular bank, but for your convenience we've listed below a few of the banks within walking distance of Tenley Campus. *PNC Bank*, 202-835-5648, the Friendship Branch is located on Wisconsin Avenue a couple blocks south of Tenley Campus. *SunTrust Bank*, 202-879-6620, the Foxhall Square Branch is located near the main campus, on New Mexico Avenue. *Capital One Bank*, 202-237-1910, the AU Branch, 202-537-2800, is located on main campus and Tenley Branch is located on Wisconsin Avenue a few blocks south of Tenley Campus. Paychecks from American University are issued by Capital One. There is also a Capital One ATM in Federal Hall on the Tenley Campus.

There are also several Western Union locations around the Tenley campus. The UPS Store, 4200 Wisconsin Ave. NW, 202-363-8044; Safeway, 4203 Davenport St. NW, 202-364-0290.

**If you did not pay your bill through the mail, bring your invoice with you to DC along with a check for the total amount due. Don't panic if you don't bring the bill when you arrive, as a student accounts representative can print one for you here. To avoid late fees, try to pay your bill before the first day of classes. If you have any issues, please contact either our program office or the AU Office of Student Accounts.**

**Bill paying:** Student Accounts is located in AU Central in the Asbury Building on the main campus. **The most important thing to remember in resolving any billing problem is to have specific written verification of pending loans (source of loan amount, and approximate date funds will reach American University).**

Always write your Social Security number or AU ID# on all billing and registration forms and payments. Please call us prior to your arrival if you have questions.

Bills for all Washington Semester Graduate Gateway students will be sent to home addresses in December. Please do not hesitate to contact Kelly Godfrey at 202-885-3554 in the Office of Student Accounts if you have specific questions. The initial bill should show all charges (tuition, housing, student activity and mandatory student fees). If your bill does not reflect one or more of these charges, please be prepared to pay the charge when you arrive on January 5. Please refer to the enclosed cost information to estimate the charge for your assigned room type and desired meal plan option. Remember to add the student activity fee, sports center fee, technology fee and residence hall association fee (only if you live in WISH housing) -- these are mandatory fees for all students. You can either pay the amount reflected on the bill you receive or that amount plus other charges you know of (not posted yet).

**The charges billed to you while on the Washington Semester Graduate Gateway program are ultimately your responsibility regardless of who is actually paying the bill.** If you have a billing question and are not sure who to talk to, call Donna Chapman at 202-895-4900 or Kelly Godfrey at 202-885-3554 to find out where to start.

**Be sure to identify yourself as a Washington Semester Graduate Gateway student when calling any American University office.**

**You have until Monday, January 24 to finalize any changes in your registration (course adds, drops, grade-type changes, etc.).**

**Registration:** All Washington Semester Graduate Gateway students are advance registered in their courses and will receive a course confirmation upon arrival. You may view your course registration at [my.american.edu](http://my.american.edu) by clicking "Academics" then "My Schedule". Any changes you wish to make in your registration can be made with relative ease during the first two weeks of classes. During this time, you will be able to add/drop an elective course. You have until Monday, January 24 to finalize any changes in your registration (course adds, drops, grade-type changes, etc.). Here are some frequently asked questions:

***Q. If I change my mind about my choice of an elective course what do I do?***

A. During the first two weeks of the semester, you may add and drop elective courses as necessary. After the two week add/drop period, your semester is set and no further changes in registration can be made. Please refer to your *Schedule of Classes* for these important deadlines.

***Q. Can I register for my courses Pass/Fail?***

A. You must take your program courses for a letter grade. Your letter grades will always remain on your official AU transcript, which you can have sent to graduate schools, law schools, or future employers. Most students find the program to be one of the most valuable experiences of their academic lives, making the transcript especially important. There is no better reflection of your performance in the program than the letter grades on your transcript. If you feel you must register pass/fail, you must send a letter to the Academic Counselor requesting special permission for you to do so.

## PREPARING FOR YOUR INTERNSHIP

*The internship is undoubtedly the best practical experience ... the entire process of sending out résumés, making follow-up calls, going on interviews, and choosing and working for a real live business is invaluable.*

*-Robin Oswald, College of Wooster*

For many of you the internship was a big factor in your decision to come to Washington. To get an internship you need several things. First, and most important, is a résumé. You can create a professional looking résumé with help from books and workshops offered by your school or community. Writing samples and a copy of your transcript are also helpful to have in your internship search. While you may not need them, it is better to have as much information on hand as possible. Please refer to the Program's Internship Guide for detailed information.

Start to think about what type of work you would like to do and what type of organization you would like to work for. Our office will provide access to the online Internship Database within a week after your program deposit is received. There is an extensive amount of internship contact information available in the database. We encourage you to contact organizations that interest you before you arrive. Once you are here, give those organizations a follow-up call and set up interviews. Ideally, you will interview with at least three organizations. Remember that the process is similar to job hunting: there are no guarantees. Don't panic! You will be able to locate an organization that meets your needs as much as you meet theirs. You have the first two weeks of the semester to secure an internship. Students are required to begin working at their internships by Wednesday, January 26, 2011.

The Washington Semester Program's Internship Bazaar, held at the beginning of each semester, is an excellent opportunity for you to set up internship interviews. At the Bazaar, you will have the opportunity to meet representatives from organizations and to ask and have questions answered in an informal setting. You can use this opportunity to pre-screen possible internship opportunities and further define your interests.

For more information concerning the internship component, please consult your Internship Guide (which is available online on the Washington Semester Internship Web or contact Amy Morrill Bijeau, Assistant Dean of Experiential Education, at 202-895-4967.

## OFF CAMPUS LIVING

Like all students residing in American University residences, Washington Semester Graduate Gateway students who have elected to live in WISH Housing are expected to follow the American University Code of Conduct. A detailed description of the Code of Conduct and Regulations for Student Conduct in American University residence halls will be provided when you arrive. The regulations protect both you and your fellow students. We want you to make the most of your Washington experience by becoming familiar with these policies. The Community Coordinator, WISH staff, and Washington Semester staff can answer any questions you may have.

## SAFETY TIPS

For some of you (or at least for some of your parents), personal safety is a concern. Tenley Campus and the main campus are located in a very nice residential area of Northwest DC. While the area is safe, some precautions are always recommended in a large city:

### Your Residence

- Doors should be locked at all times.
- Do not let strangers into your building or unit.
- If an interior or exterior door is found propped open, close the door.
- Cash, credit cards, jewelry and other valuables should be locked in a drawer or trunk.

### On and Off Campus

- Be aware of your surroundings.
- Travel in groups or with at least one other person after dark.
- Tell your roommate or at least one other person where you are going and when you expect to return.
- Keep purses and backpacks close to the body and do not leave them unattended, especially while on public transportation.
- Park vehicles in a well-lit and populated area.
- Travel by way of the university shuttle whenever possible.
- Escorts are available to and from university properties after dark, or by special request. Call 202-885-2527 or use a blue light Emergency Phone on campus to request an escort.
- Emergencies, potential criminal actions, or suspicious activities can be reported via regular telephones, emergency telephones throughout campus, or in person either at the Public Safety building or the patrol officer on campus.

Information about public safety on campus is updated daily and located on: [www.american.edu/finance/dps](http://www.american.edu/finance/dps).

## DINING ON/AROUND CAMPUS

(please see the entertainment section for dining options around the city)

The Tenley Cafe, as the name suggests, is located on Tenley Campus and is open seven days a week. During the week, the cafeteria serves breakfast, lunch, and dinner; on weekends and holidays, it serves brunch and dinner. EagleBucks are a prepaid form of payment and are currently accepted at all campus stores and numerous area off-campus vendors such as Domino's Pizza, Satay Club, Tenley Nails, Mega Bytes Café, Whole Foods, and many more. You may also use them to pay at campus vending machines. A complete listing of vendors that accept EagleBucks can be found at: [https://www.eaglebucks.com/webapps/portal/frameset.jsp?tab\\_id=\\_13\\_1](https://www.eaglebucks.com/webapps/portal/frameset.jsp?tab_id=_13_1). To conveniently add value to your EagleBucks account you may make deposits automatically at the Value Station in Congressional Hall lobby, online at [my.american.edu](http://my.american.edu) or by phone at 202-885-3588.

The main campus also has the Eagle's Nest, a convenience store with a variety of packaged foods and sundries. Within walking distance of Tenley Campus are a wide variety of restaurants including:

**Fast Food:** Boeymonger's, Hungry Tiger, McDonald's, Popeye's, Robeks – Fruit Smoothies and Healthy Eats, Starbucks, Subway, Z-Burger

**American:** Chadwick's, Chef Geoff's, Cheesecake Factory, Clyde's, Ruby Tuesday

**Asian:** Murasaki, Satay Club; 4912, Neisha Thai

**Italian:** Angelico's, Buon Appetito, Maggiano's, Villa Tuscano

**Pizza:** Armand's, Domino's, Papa John's, Pete's Apizza

**Mexican:** Cactus Cantina, Casa Fiesta, Chipotle, Guapo's

## GETTING AROUND WASHINGTON

Washington is divided into four quadrants, Northwest (where AU is located), Northeast, Southwest, and Southeast. The Capitol (where the House of Representatives and the Senate meet) is at the center of these quadrants. North Capitol and South Capitol Streets divide the city into east and west, The Mall (the lawn area lined by the Smithsonian Institution buildings) and East Capitol Street divide the city into north and south.

Starting at the Capitol, the streets are arranged like a grid with the numbered streets running north and south and the lettered streets running east and west. The letters and numbers ascend as you move away from the Capitol in any of the four quadrants. The main avenues, which are named for states, run diagonally across the city. If you know where you are and where you need to go, you can usually count the blocks to see how far you must travel.

## RIDING THE METRO

Tenley Campus is fewer than two blocks from the Tenleytown-AU station of the Metrorail (Metro) Subway system. The Tenleytown station is on the Red Line, one of five lines that serve the Washington, DC/suburban Maryland/northern Virginia metropolitan area. If you need to transfer to one of the other Metro lines, you can do so at several stations. For example, at Metro Center you can transfer to the Orange or Blue Lines and at Gallery Place you can switch to the Yellow or Green Lines. All Metro stations have maps of the system as well as listings of the fares from that station to any other station in the system.

You need to purchase a farecard to use the Metrorail system. The farecard machines are located in all Metro stations, each with instructions. Make sure you have crisp dollar bills. The machines will not accept bills that are crumpled, torn or folded. They will only accept \$1, \$5, \$10, \$20 bills, and coins (including \$1 presidential coins). The blue machines also accept credit cards. Farecards are good for an unlimited time; you just need to pay attention to how much money is still on your card. If you find there is not enough money on your card to pay for your trip, use the exit-fare machine to add more.

You may also choose to purchase a SmarTrip card during your time in Washington. These cost \$5 and can be purchased at the Metro Center Sales Office or from a Metro representative during orientation. You can add money to your card at the blue machines in every station. Using a SmarTrip Card saves you \$0.25/per ride on Metrorail and there are a few additional benefits to using it:

- It is an electronic card, making it is easier and faster to get through the stalls to enter the Metro system.
- It automatically handles transfers from metro to bus, bus to bus, etc.
- If you lose your card, you can get your card and the money replaced (this is only possible, however, if you register your SmarTrip card online after purchase).
- It is also beneficial if you take the bus. The bus fare is \$1.70 if paying with cash, but is \$1.50 when using the SmarTrip card. The bus driver also cannot make change, so without the SmarTrip, you must always have exact change on you.

The hours for Metrorail are 5:00 a.m. to midnight, Sunday through Thursday; 7:00 a.m. to 3:00 a.m. Friday through Saturday. These times are approximate; it is best to check each station's posted operating hours. For Metro route and schedule information, call 202-637-7000 or see the website at [www.wmata.com](http://www.wmata.com). This website is also useful when planning your trip – the right-hand side of the home page allows you to enter information about your trip, and from that information will tell you how to get from one place to another, what times the bus/metro comes, and how much the total trip will cost.

Some of the places you might visit frequently are listed below with their closest Metro stops:

**Capitol Hill - Union Station** (Red Line) or **Capitol South** (Orange/Blue Lines)

**National Airport - National Airport** (Blue/Yellow Lines)

**National Zoo - Woodley Park-Zoo** (Red Line) or **Cleveland Park** (Red Line)

**The Shops - Metro Center** (Orange/Blue Lines and Red Line)

**The National Mall - Smithsonian** (Orange/Blue Lines)

**DC Convention Center - Metro Center** (Orange/Blue Lines and Red Line)

**Nationals Stadium – Navy Yard** (Green Line)

**Pentagon - Pentagon** (Blue/Yellow Lines)

**Union Station - Union Station** (Red Line)

## RIDING THE METRO BUS

When Metrorail can't get you where you need to go, Metrobus surely can. Several bus lines run near Tenley Campus. The M4 bus travels along Nebraska Avenue and stops in front of Tenley Campus and the main campus on the way to Sibley Hospital. The M4 runs Monday through Saturday until 8:30 p.m. During rush hour it runs every 15 minutes; otherwise it runs every 30 minutes. The N2 line also runs during the weekdays, stopping in the same place as the M4 on Nebraska Ave., but goes down to Farragut Square in one direction, and Friendship Heights in the other.

The number 31, 32, 36 buses run along Wisconsin Avenue approximately every 15 minutes, everyday from about 4:40 a.m. until about 2:30 a.m. On the west side of Wisconsin Avenue, the 30s buses marked Naylor Road, Foggy Bottom, and Southern Avenue Station take you south to Georgetown or Capitol Hill. While Capitol Hill is also accessible by Metrorail (which is usually quicker than the bus), Georgetown does not have a Metro Station, so the southbound 30s buses are your best bet. It takes about 20 minutes to travel from Tenley Campus to Georgetown. There is a shuttle running from Dupont Circle South to Georgetown and Rosslyn Metro stop, however, again, you must have a SmarTrip in order to transfer.

## TRANSFERS

If your trip requires a transfer between bus lines or from Metrorail to bus, you may do so at little extra cost by using a SmarTrip card. If you need to transfer from Metrorail to a regular bus, you may do so within the entire metropolitan area by using your SmarTrip card. **As stated before, the use of a SmarTrip card will make all transfers fees automatic. Bus to Bus transfers within 2 hours are free.**

## ENTERTAINMENT

Washington, DC is an exciting city. During the week your seminars will introduce you to the people who make things happen. Your internships will take you to the places where those people work. You will be part of the action that is the nation's capital. There is so much to do when you are not studying, so make sure to take advantage of your free time!

**Sightseeing:** The District is rich in history and tradition, from the world-renowned Smithsonian Institution to the U.S. Capitol. Seeing all the city has to offer will take all semester (and longer)! A visit to the **U.S. Capitol** is a necessity. You may avoid the long tourist lines for the Capitol by visiting only the House and Senate Galleries. Tickets for these can be picked up at your Senator's or Representative's office the morning of your visit, and if you time it perfectly on the day of an important vote, you may see all of the Senators or Representatives in one place at one time!

Your stay in Washington would also not be complete without a stop at the **National Archives**, which houses the country's most famous documents: the Declaration of Independence, the Constitution, and the Bill of Rights. To see where the Constitution has stood the test of time, you should visit the **United States Supreme Court**. Other

interesting stops are the **White House**, **FBI Headquarters**, the **Holocaust Memorial Museum**, and the **Bureau of Engraving and Printing**.

There are also 14 **Smithsonian museums**, plus the **National Zoo**. From the Capitol, you can walk straight ahead down the south side of the Mall and explore the **American Indian Museum**, then experience most visited museum in the world, the **National Air and Space Museum**. Continuing on the same side you can visit the **Hirshhorn Museum and Sculpture Garden**, the **Arts and Industries Building**, the **National Museum of African Art**, the **Smithsonian Institution Building** (the oldest of all the Smithsonian museums), the **Sackler Gallery**, and the **Freer Gallery**. Crossing to the other side of the Mall you can begin your explorations at the **National Museum of American History**, a must for any history buff. Right next door is the **National Museum of Natural History**, home to the 45.5-carat Hope Diamond. The last museum stop on the Mall is the **National Gallery of Art**, which houses everything from sculptures to photographs, architecture to paintings.

While the Smithsonian museums are a highlight of Washington, so too are the many monuments that are host to thousands of visitors each year. The **Washington Monument** seems the most obvious place to start. Other monuments include the **Lincoln Memorial**, the **Jefferson Memorial**, the **Korean War Memorial**, the **Vietnam Veterans Memorial**, the **World War II Memorial** and the **Franklin Delano Roosevelt Memorial**.

**Recreation:** For those of you who enjoy picnics and outdoor sports, Washington has plenty of green fields to accommodate you. **Constitution Gardens**, between the Washington Monument and the Lincoln Memorial, is the perfect spot for a pleasant walk or a private picnic. These gardens have over 50 acres of tree-shaded lawns and a six acre lake. The **Tidal Basin** of the Jefferson Memorial is the site of Washington's most famous springtime event, the **Cherry Blossom Festival**, but can be enjoyed year-round, especially in the warmer months when paddle boats are available for rent.

**East and West Potomac Parks** have a wide variety of playing fields for both spectators and participants. Some of the more unusual sports played there are rugby, polo, and cricket. Excellent baseball, soccer, volleyball, and tennis facilities also can be found there, along with a 26-hole public golf course at East Potomac Park. **Rock Creek Park** is by far the city's largest park and is one of the largest urban parks in the world. Here you can find anything from horseback riding and golf to jogging paths and tennis courts. There are bike paths running through the park as well, all the way to the monuments along the Rock Creek and Potomac Parkway. This ride is especially beautiful during the warm spring and fall months. Closer to AU you will find **Dumbarton Oaks**. Here you can tour a nineteenth century mansion and 10 acres of terraced formal gardens.

If you are interested in professional sports, the newly opened **Nationals Stadium** is the home of our Major League Baseball team, the **Washington Nationals**. Other stadium excitement is found while watching the **Washington Wizards** and **Washington Redskins** play basketball and football, respectively.

**The Neighborhoods:** When you tire of the tourist stops and want to see the city of Washington, DC, you can visit neighborhoods that offer shopping, nightlife, and some of the best ethnic food around (please see "Dining around DC" below for specific details). **Adams Morgan** runs along Columbia Road, NW, and is referred to as Washington's "United Nations," home to many fine ethnic restaurants and popular nightspots. **Chinatown**, a small area on G and H Streets between 6th and 8th Streets, NW, is a historic area and home to many Asian restaurants and shops. One neighborhood everyone has heard of is **Georgetown**. This area has many specialty shops and restaurants that attract visitors every day and night. **Dupont Circle** is also a favorite of tourists and locals alike, boasting dining and shopping for all tastes.

## DINING AROUND WASHINGTON, DC

### Adams Morgan/Woodley Park

#### **Afghan Grill**

2309 Calvert St. NW, Washington, DC 20008  
202-234-5095

#### **Amsterdam Falafel**

<http://www.falafelshop.com>

2425 18<sup>th</sup> St. NW, Washington, DC 20009  
202-234-1969

#### **Churreria Madrid**

2505 Champlain St. NW, Washington DC 20009  
202-483-4441

#### **Ghana Cafe**

<http://www.ghanacafe.com>

2465 18th St. NW, Washington DC 20009  
202-387-3845

#### **Las Canteras Peruvian Restaurant & Bar**

<http://www.lascanterasdc.com>

2307 18th St. NW, Washington DC 20009  
202-265-1780

#### **Lebanese Taverna**

<http://www.lebanesetaverna.com>

2641 Connecticut Ave. NW, Washington, DC 20008  
202-265-8681

### Bethesda

#### **BD's Mongolian Barbeque**

<http://www.gomongo.com>

7201 Wisconsin Ave., Bethesda, MD 20814  
301-657-1080

#### **Jaleo (Spanish Tapas)**

<http://www.jaleo.com>

7271 Woodmont Ave., Bethesda, MD 20814  
301-913-0003

#### **Levante's (Mediterranean)**

[www.levantes.com](http://www.levantes.com)

7262 Woodmont Ave, Bethesda MD 20814  
301-657-2441

#### **Little India**

<http://www.littleindiadc.com>

2623 Connecticut Ave. NW, Wash, DC 20008  
202-232-5030

#### **Meskerem (Ethiopian)**

[www.ethiopianrestaurant.com/dc/meskerem.html](http://www.ethiopianrestaurant.com/dc/meskerem.html)

2434 18th St NW, Washington, DC 20009  
202-462-4100

#### **Mr. Chen's Organic Chinese**

<https://www.mrchens.com>

2604 Connecticut Ave NW, Wash, DC 20008  
202-797-9688

#### **Pasta Mia**

1790 Columbia Rd. NW, Washington DC 20009  
202-328-9114

#### **The Reef (Organic)**

<http://www.thereefdc.com>

2446 18th Street NW, Washington, DC, 20009  
202-518-3800

#### **Tono Sushi (Japanese/Sushi)**

<http://www.tonosushi.com>

2605 Connecticut Ave. NW, Washington, DC  
202-332-7300

#### **la Madeleine**

<http://www.lamadeleine.com>

7606 Old Georgetown Rd., Bethesda, MD 20814  
301-215-9142

#### **Mamma Lucia (Italian)**

[www.mammaluciarestaurants.com](http://www.mammaluciarestaurants.com)

4916 Elm St, Bethesda, MD 20814  
301-907-3399

#### **Raku (Japanese/Sushi)**

7240 Woodmont Ave, Bethesda, MD 20814  
301-718-8680

## Capitol Hill

### **Cafe Berlin (German)**

<http://www.cafeberlindc.com>

322 Massachusetts Ave. NE, Wash, DC 20002  
202-546-6161

### **Dirksen Cafeteria**

Basement, North-Side Dirksen Building

### **Hunan Dynasty (Asian)**

<http://www.hunandynastydc.com>

215 Pennsylvania Ave. SE, Washington DC 20003

### **Longworth Cafeteria**

Room B-223, Longworth Building

## Cleveland Park

### **Alero Restaurant (Mexican)**

<http://www.alerorestaurant.com>

3500 Connecticut Ave. NW, Washington DC 20008  
202-966-2530

### **Indique (Indian)**

<http://www.indique.com>

3512 Connecticut Ave. NW, Washington DC 20008  
202-244-6600

## Downtown (Farragut, Metro Center, Chinatown)

### **Capital City Brewing Company**

<http://www.capcitybrew.com>

1100 New York Avenue NW, Washington, DC  
202-628-2222

### **Capital Grille (American)**

<http://www.thecapitalgrille.com>

601 Pennsylvania Ave. NW, Washington, DC 20004  
202-737-6200

### **Ceiba (Latin American Fusion)**

<http://www.ceibarestaurant.com>

701 14th Street NW, Washington, DC 20005  
202-393-3983

### **Hard Rock Cafe**

<http://www.hardrock.com>

999 E Street NW, Washington, DC 20004  
202-737-ROCK

### **Jaleo (Spanish Tapas)**

<http://www.jaleo.com>

480 7<sup>th</sup> St., NW, Washington, DC 20004  
202-628-7949

### **Madison Cafeteria**

6<sup>th</sup> Floor, Madison Building

### **The Public Dining Hall**

Room S- 112, The Capitol

### **Rayburn Cafeteria**

Room B-357, Rayburn

**Union Station:** Everything from formal dining to a food court - for a complete listing, visit

<http://www.unionstationdc.com/dining.asp>

### **Irelands Four Fields (Irish Pub)**

<http://www.irelandsfourprovinces.com>

3412 Connecticut Ave. NW, Washington DC 20008  
202-244-0860

### **Nam-Viet Pho-79 (Vietnamese)**

<http://www.namviet1.com>

3419 Connecticut Ave. NW, Washington, DC 20008  
202-237-1015

### **Legal Seafoods**

<http://www.legalseafoods.com>

704 7th Street. NW, Washington, DC 20001  
202-347-0007

### **Les Halles (French)**

<http://www.leshalles.net/washington.php>

1201 Pennsylvania Ave. NW, Washington, DC 20004  
202-347-6848

### **Old Ebbitt (American)**

<http://www.ebbitt.com>

675 15<sup>th</sup> St. NW, Washington, DC 20005  
202-347-4800

### **Taberna del Alabardero (Spanish)**

<http://www.alabardero.com>

1776 I St. NW, Washington, DC 20006  
202-429-2200

### **Tony Chang's (Chinese)**

619 H Street, NW, Washington, DC 20001  
202-371-8669

## Dupont Circle

### **Bertuccis (Italian)**

<http://www.bertuccis.com>

1218 Connecticut Ave. NW, Wash, DC 20036  
202-463-7733

### **Five Guys (Burgers)**

<http://www.fiveguys.com>

1645 Connecticut Ave. NW, Wash, DC 20009  
202-328-3483

### **James Hoban's Irish Restaurant and Bar**

<http://www.jameshobansdc.com>

1 Dupont Circle NW, Washington, DC 20036  
202-223-8440

### **Kramer's and Afterwords Cafe**

<http://www.kramers.com>

1517 Connecticut Ave., NW, Washington, DC  
202-387-1400

## Georgetown

### **Amma Vegetarian Kitchen**

3291 M St. NW, Washington DC 20007  
202-625-6625

### **Benihana (Asian)**

<http://www.benihana.com>

3222 M St., NW, Washington, DC 20007  
202-333-1001

### **Bistro Francais**

<http://www.bistrofrancaisdc.com>

3128 M St. NW, Washington DC 20007  
202-338-3830

### **Chadwicks (American)**

<http://www.chadwicksrestaurants.com>

3205 K St., NW, Washington, DC 20007  
202-333-2565

### **Five Guys (Burgers)**

<http://www.fiveguys.com>

1335 Wisconsin Ave NW, Washington, DC 20007  
202-337-0400

### **J-Pauls (American)**

<http://www.j-pauls.com>

3218 M St., NW, Washington, DC 20007  
202-333-3450

### **Lauriol Plaza (Mexican)**

<http://www.lauriolplaza.com>

1835 18<sup>th</sup> St. NW, Washington, DC 20009  
202-387-0035

### **Levante's (Mediterranean)**

<http://www.levantes.com>

1320 19th Street NW, Washington DC 20036  
202-293-3244

### **Malaysia Kopitiam**

<http://www.malaysiakopitiam.com>

1827 M St. NW, Washington, DC  
202-833-6232

### **Marrakesh Palace (Moroccan)**

<http://www.marrakeshpalace.com>

2147 P Street NW, Washington, DC 20037

### **Zorba's (Greek)**

<http://www.zorbascave.com>

1612 20<sup>th</sup> St., NW, Washington, DC 20009  
202-387-8555

### **Martin's Tavern (American)**

[www.martins-tavern.com](http://www.martins-tavern.com)

1264 Wisconsin Ave. NW, Washington, DC 20007  
202-333-7370

### **Kandahar Restaurant (Afghan)**

3287 M St. NW, Washington DC 20007  
202-337-1941

### **Moby Dick House Of Kabob**

1070 31st St. NW, Washington DC 20007  
202-333-4400

### **Neyla (Lebanese)**

[www.neyla.com](http://www.neyla.com)

3206 N St NW, Washington, DC 20007  
202-333-6353

### **Old Europe**

<http://www.old-europe.com>

2434 Wisconsin Ave. NW, Washington, DC 20007  
202-333-7600

### **Sequoia (American)**

<http://www.arkrestaurants.com>

3000 K St NW, Washington, DC 20007  
202-944-4200

## U Street

### **Ben's Chili Bowl**

<http://www.benschilibowl.com>

1213 U Street NW, Washington, DC 20009  
202-667-0909

### **Busboys and Poets**

<http://busboysandpoets.com>

2021 14<sup>th</sup> St NW, Washington, DC 20009  
202-387-7638

### **Dukem (Ethiopian)**

<http://www.dukemrestaurant.com>

1114 U St. NW, Washington, DC 20009  
202-667-8735

### **Islander Caribbean Restaurant**

<http://www.islandercaribbeanrestaurant.com>

1201 U Street NW, Washington DC 20016  
202-234-4971

### **Julia's Empanadas**

<http://www.juliasempanadas.com>

1410 U St. NW, Washington, DC 20009  
202-387-4100

### **Sala Thai**

<http://www.salathaidc.com>

1301 U St. NW, Washington, DC 20009  
202-462-1333

## HOW TO GET HERE

American University's Tenley Campus is located in Northwest Washington, DC, at the intersection of Wisconsin and Nebraska Avenues. Getting here is no problem-just follow the directions below. The Washington Semester Program office is in Constitution Building on Tenley Campus. Office hours are weekdays, 9:00 a.m. to 5:00 p.m., year-round.

### **By car, from northeast of Washington (New York, Philadelphia, Baltimore)**

Follow Interstate 95 south to Interstate 495, the Capital Beltway. Take 1-495 west toward Silver Spring. See below for directions from 1-495 (Capital Beltway).

### **By car, from south or west of Washington (Norfolk, Richmond, Charlottesville)**

Follow Interstate 95 north or interstate 66 east to Interstate 495, the Capital Beltway. Take 1-495 north toward Rockville/Baltimore. See below for directions from 1-495 (Capital Beltway).

### **By car, from northwest of Washington (western Pennsylvania, western Maryland)**

Follow Interstate 270 south. Where 1-270 divides, follow the right-hand branch toward northern Virginia (not toward Washington). Merge with Interstate 495, the Capital Beltway, and soon afterwards take exit 39, River Road. See below for directions from 1-495 (Capital Beltway).

### **By car, from Interstate 495 (Capital Beltway)**

Take exit 39 and carefully follow the signs for River Road (Maryland Route 190) south towards Washington. Continue south on River Road to the fifth traffic light. Turn right onto Goldsboro Road (Maryland Route 614). At the first traffic light, turn left onto Massachusetts Avenue (Maryland Route 296). Continue on Massachusetts Avenue past the first traffic circle (Westmoreland Circle). Continue one more mile into a second traffic circle (Ward Circle). Either drive in the inside lane, turning left to go across the circle to Nebraska Avenue, or drive in the outside lane, taking the third right turn off Ward Circle onto Nebraska Avenue. Tenley Campus is a half-mile on your left.

From the north, take the MD-185/Connecticut Avenue exit, (Exit # 33) toward Kensington/Chevy Chase. Keep left at the fork in the ramp. Turn left onto Connecticut Avenue/MD-185 South. Enter next circle and

take 4<sup>th</sup> exit onto Connecticut Avenue, NW. Turn right onto Nebraska Avenue, NW. Nebraska Avenue becomes Tenley Circle. Stay straight to go onto Nebraska Avenue, NW. Tenley Campus is on the right.

**From National Airport 703-417-8000**

National Airport is about 30 minutes from campus by cab, and the cost is about \$20 to \$25, depending on the number of people in your party. The Super Shuttle can take you from the airport to Tenley Campus for around \$15 one way (\$10 for additional persons in respective party). Call 1-800-BLUE-VAN for information and reservations. You can also take the subway (Metro) from National Airport. (See below for directions from the Metro.)

**From Dulles Airport 703-572-2700**

Dulles is about 45 minutes from campus by cab, and the cost is about \$50, depending on the number of people in your party. The Super Shuttle can take you from the airport to Tenley Campus for \$25 one way (\$10 for additional persons in respective party). The Washington Flyer Express, 1-888-WASH-FLY, bus runs from the airport to the nearest Metro station, West Falls Church, for \$8 one way, \$14 round-trip. (See below for directions from the Metro.) If you are truly adventurous, the Metro bus 5A can be caught from both L'Enfant Plaza and Rosslyn metro stations, and takes about an hour to get from the city to the airport. It is a time-consuming option, but stops right in front of the airport and costs a mere \$6.00.

**From Baltimore-Washington International Airport (BWI) 301-261-1000**

BWI is about an hour from campus. The cost of taking a cab to Tenley Campus can be prohibitive. The Super Shuttle can take you from the airport to Tenley Campus for \$30 one way (\$10 for additional persons in respective party). It is possible to get from BWI to Tenley using the Metro, however it is a little bit of a journey (it takes about two hours). AMTRAK trains run from BWI to Union Station in Washington, call 202-484-7540 for information. (See below for directions from Union Station.)

**From any Metro subway station, including Union Station (Washington's railroad station)  
202-637-7000 Metro Information or <<http://wmata.com>>**

Taxicabs serve most Metro stations and Union Station, but you can also take Metro to American University. The hours for Metrorail are 5:00 a.m. to midnight, Sunday through Thursday; 7:00 a.m. to 3:00 a.m. Friday-Saturday. Depending on what time and from which station you enter the Metro system, your one-way cost will be from \$1.95 to \$4.90. The closest Metro stop to Tenley Campus is Tenleytown-AU on the Red Line. American University provides free shuttle service for students and visitors between AU campuses and the Tenleytown Metro station. It is easiest, however, to walk to Tenley Campus from the Metro - go one block south on Wisconsin Avenue to Tenley Circle and the campus is to the right of the circle.

## AREA HOTELS

If you are arriving early or your parents are coming with you, you can use the list below to arrange reservations at a hotel convenient to campus.

See also [www.american.edu/tour/visiting.html](http://www.american.edu/tour/visiting.html) for direct links to the individual websites of some of the hotels listed below.

### Suburban area: Bethesda/Chevy Chase, MD:

**Bethesda Marriott**  
5151 Pooks Hill Road,  
301-897-9400

**\*Embassy Suites Hotel\***  
Chevy Chase Pavilion  
4300 Military Road, NW  
202-362-9300

**Hyatt Regency Bethesda**  
One Bethesda Metro Center,  
301-657-1234

**Four Points Sheraton, Bethesda**  
8400 Wisconsin Avenue,  
301-654-1000

**Holiday Inn, Chevy Chase**  
5520 Wisconsin Avenue  
301-656-1500

**Barcelo Washington Hotel**  
2121 P Street, NW,  
202-293-3100

**The Georgetown Inn**  
1310 Wisconsin Avenue, NW  
or 3000 M St., NW  
202-333-8900

**\*Holiday Inn, Georgetown\***  
2101 Wisconsin Avenue, NW  
202-338-2903

### Georgetown Area and Downtown DC:

**Latham Hotel**  
3000 M Street, NW  
202-726-5000

**Park Hyatt Washington**  
1201 24<sup>th</sup> Street, NW  
202-789-1234

**\*Savoy Suites Hotel\***  
2505 Wisconsin Avenue, NW  
202-337-9700

**The Capital Hilton Hotel**  
16th and K Streets, NW  
202-393-1000

**Days Inn**  
4400 Connecticut Avenue, NW  
202-244-5600

**Grand Hyatt Washington,**  
1000 H Street, NW  
202-582-1234

**J. W. Marriott Hotel,**  
1331 Pennsylvania Avenue, NW  
202-393-2000

**The Renaissance Mayflower Hotel,**  
1127 Connecticut Avenue, NW  
202-347-3000

**Omni Shoreham Hotel**  
2500 Calvert Street, NW  
202-483-1119

**Hilton Embassy Row Hotel**  
2015 Massachusetts Avenue, NW  
202-265-1600

**\*Washington Hilton and Towers\***  
1919 Connecticut Avenue, NW  
202-483-3000

**Washington Marriott Hotel**  
1221 22nd Street, NW  
202-872-1500

**The Watergate Hotel**  
2650 Virginia Avenue, NW  
202-965-2300

**Hyatt Regency Washington, Capitol Hill**  
400 New Jersey Avenue, NW  
202-737-1234

800-348-7203

**Wyndam Bristol Hotel**  
2430 Pennsylvania Avenue, NW  
202-955-6400

**Howard Johnson Premier Hotel**  
2601 Virginia Ave., NW  
1-800-950-1363

**Wardman Park Marriott**  
2660 Woodley Rd., NW  
202-328-2000

**The Westin Embassy Row**  
2100 Massachusetts Avenue, NW  
202-293-2100

**Four Seasons Hotel**  
2800 Pennsylvania Avenue, NW  
202-342-0444

**The Hotel Monticello**  
1075 Thomas Jefferson St. NW  
1-800-388-2410

**\*Georgetown Suites\***  
1111 30<sup>th</sup> Street, NW

**Doubletree Guest Suites Hotel**  
801 New Hampshire Avenue, NW  
202-785-2000

**Arlington, Virginia:**

**Key Bridge Marriott**  
1401 Lee Hwy  
703-524-6400

**Key Bridge Best Western**  
1850 N. Fort Myers Rd.  
703-522-0400

*\*Special discounts may be available to visitors to American University who identify themselves as such when making reservations.*

**A FINAL NOTE:**

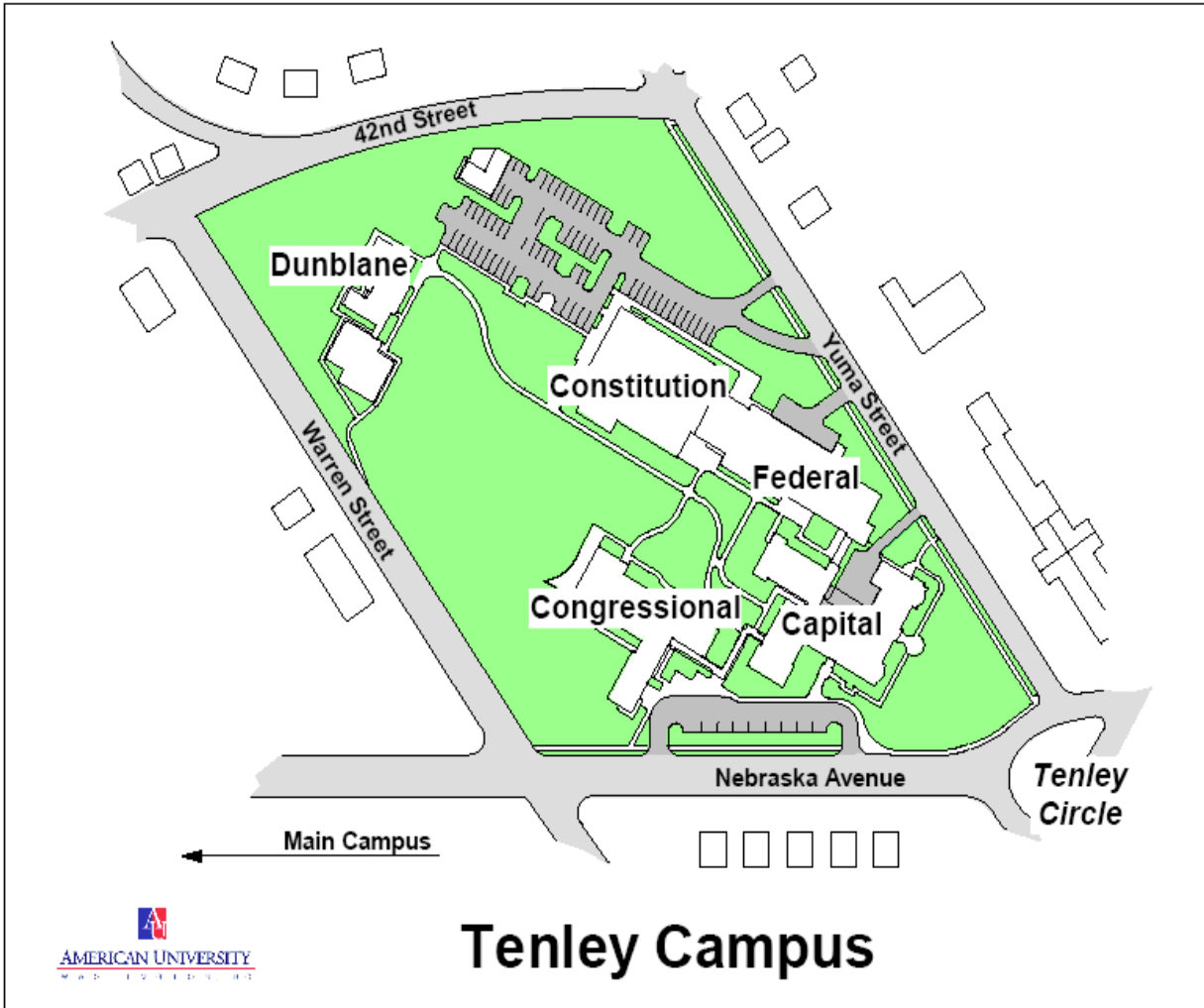
We do our best to serve you and we are here to help you with whatever you need. If we cannot personally assist you, we can always refer you to someone who can.

American University and Washington, DC will be your home for the next semester. We hope this guide has given you an idea of what to expect, what AU has to offer, and what exciting things there are to do in DC. Enjoy the city and enjoy yourself during your semester here in the nation's capital!

## IMPORTANT PHONE NUMBERS AND CONTACTS

Washington Semester Main Office	Phone	202-895-4900
	Fax	202-895-4960
Dean	Donna Fish	
Assistant to the Dean	Jeanne Ashby	202-895-4938
Dean	David C. Brown	
Assistant to the Dean	Melissa Johnson	202-895-4909
Assistant Dean of Student Services	Donna Chapman	202-895-4912
Academic Counselor	Shelby Harvey	202-895-4981
Director, Admissions & Recruitment	Katie Oakley	202-895-4906
Asst. Director, Int'l Cert. Program	Shaina Katz	202-895-4926
WISH Community Coordinator	Hollyann Vickers	202-369-3232
Asst. Director of Admissions	Robert Walter	202-895-4911
Student Services & Events Coord.	Karen Brockington	202-895-4980
Assistant Dean/Experiential Educ.	Amy Morrill Bijeau	202-895-4967
Tenley Computer Lab Manager	Toni Tileva	202-895-4948
Student Accounts	Kelly Godfrey	202-885-3554
Housing and Dining Programs		202-885-3370
Office of the Registrar		202-885-2200
AU Central		202-885-8000
University Information (main switchboard)		202-885-1000
University Police (emergency)		202-885-3636
Public Safety (non-emergency)		202-885-2525
Emergency Closings (due to weather conditions)		202-885-1100
University Computing Center		202-885-2270
Computer Help Desk		202-885-2550
Student Health Center		202-885-3380
(Immunization Reports)		202-885-3384
(Immunization Report Fax)		202-885-1222 or
		202-885-8350
(Health Insurance Information)		202-885-3378
(Health Insurance Waiver Info.)		202-895-4981
Campus Store		202-885-6300
Physical Plant (facility repairs/concerns)		202-885-2349
Directions/Travel Information		202-885-1170
	(directions are provided to the main campus)	

## TENLEY CAMPUS MAP



## Tenley Campus

	Constitution	Dunblane	Federal	Capital	Congressional
Administrative offices	♦				
Faculty Offices		♦			
Classrooms		♦	♦	♦	
Residence Halls			♦	♦	♦
Tenley Café			♦		
Computer Facility			♦		
Auditorium				♦	
Reading Room			♦		

# MAIN CAMPUS MAP





AMERICAN UNIVERSITY

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W A S H I N G T O N , D C

202-895-4900

[wsp.american.edu/grad](http://wsp.american.edu/grad)  
[washsem@american.edu](mailto:washsem@american.edu)