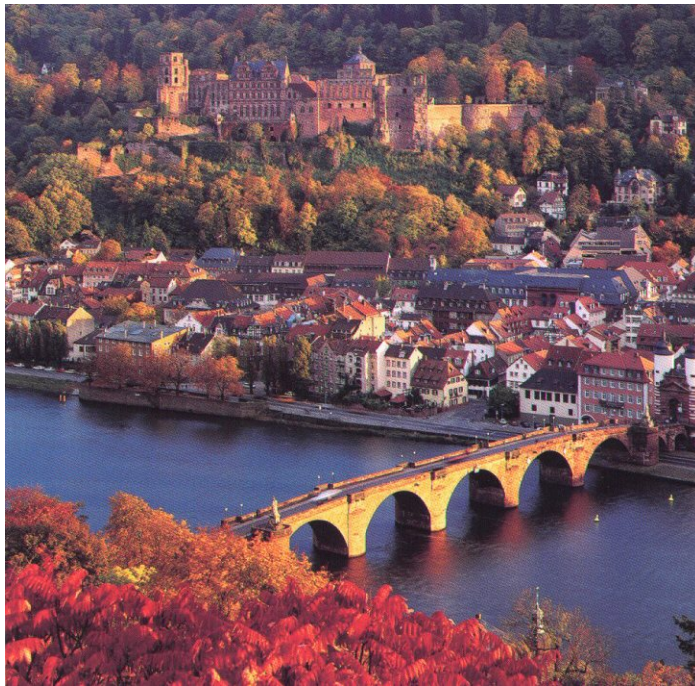




The University of Oklahoma, OUTREACH
Advanced Programs

Heidelberg Travel Guide

Germany



January 2010

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The University of Oklahoma, OUTREACH

Advanced Programs—Europe

CMR 419, Box 1634 • APO AE 09102 • 011-49-6221-17-7919 • DSN 373-7919 • Fax 011-49-6221-17-6685 •
apheidelberg@ou.edu

Guten Tag and Willkommen to Heidelberg, Germany!

We're looking forward to your teaching assignment here. Whether this is your first visit or you've become a frequent visitor to the lovely city of Heidelberg, we hope you will find your experience to be rewarding and enriching.

With its glorious natural setting, rolling hills, and the Rhein River, Heidelberg is regarded as one of the most beautiful cities in Germany. Every year millions of tourists are drawn to experience Heidelberg's mystique.

We are a large community composed of active duty Army and Air Force personnel, Ready Reservists, Department of Defense civilians, contractors, and their family members. You will find the Heidelberg student body is very diverse in terms of backgrounds and professions.

We will send you a logistical support letter approximately three weeks prior to your class. It will contain your lodging and rental car (manual transmission) information, and information on your transport from Frankfurt International Airport to Heidelberg. We will also send you the latest information we have on your class size.

Please be advised that our limited copy capability and limited supplies require that you make copies for your class prior to your departure from the United States. In our classroom, you will find a dry erase board, a mobile cart with a TV with VCR/DVD, flip chart, and an overhead projector. An LCD projector is available for loan; however, you must let us know in advance if the LCD projector will be needed. A laptop and DVD player is available and can be loaned to you upon arrival. If you have other special needs, please let us know as soon as possible so we can determine whether or not we can accommodate you.

There are many opportunities available in Heidelberg to present a public service seminar during your stay. If you are interested in presenting while you're here, please notify us as soon as possible with suggested topics or your areas of expertise. We will then attempt to match you with an appropriate agency, group, or audience that might benefit from your presentation.

We look forward to meeting you and helping you have an enjoyable teaching experience. Have a safe journey!

Bruce Toland and Wade Jackson

Heidelberg Contact Information

Addresses	Civilian Address	Army Education Center Patton Barracks Gebäude 106, Zimmer 109 ATTN: University of Oklahoma Kirchheimerweg 4 69124 Heidelberg
	APO Address (US Domestic Mail)	University of Oklahoma - Heidelberg Patton Barracks Education Center CMR 419, Box 1634 APO, AE 09102
Office Phone Numbers	From United States	011-49-6221-17-7919
<i>From a commercial/civilian telephone</i>	From other European Countries	49-6221-17-7919
	In Germany outside Heidelberg	06221-17-7919
	In Heidelberg	177919
<i>From a military/DSN phone</i>	Throughout Europe	373-7919
E-mail	apheidelberg@ou.edu	
Fax (receive and send)	(CIV) 06221-17-6685 (DSN) 373-6685	
Site Director	Bruce Toland	Cell Phone : 011-49-176-2288-9806 Personal e-mail address : bruce.toland-1@ou.edu
Assistant Site Director	Wade Jackson	Home Phone: 011-49-6206-155877/ Cell Phone: 011-49-172-616-3061
OU office hours	Mo-Tue-Wed	0900-1630
	Thurs-Fri	0900-1300
	Weekends & Holidays	Closed
Education Services Officer (ESS)	Louis Dean, Jr. Phone: (CIV) 06221-17-6176/8700 (DSN) 373-6176/8700 E-Mail: louis.deanjr@us.army.mil	
Advanced Programs Site Coordinator	Carolyn Taylor Phone: 405-325-1959; FAX: 405-325-5709	
European Contract Support Office	Mailing Address:	Contacts:
	The University of Oklahoma ATTN: (enter name) CMR 419, Box 1634 APO, AE 09102	Dr. Peggy Lerner, Director Ms. Rosemary Petrunyak Ms. Rebecca Hansen
	Street Address: The University of Oklahoma Sickingenstrasse 1A 49126 Heidelberg, Germany	Office: (from US) 011-49-6221-768118 FAX: (49) 6221-768-945 E-mail: apeudirector@ou.edu apeuprograms@ou.edu apeuadmin@ou.edu

In Case of Emergency While in Heidelberg

EMERGENCY PHONE NUMBERS

Ambulance	Military: 117 ; Civilian: 06221-57-117
Fire	Military: 117; Civilian: 06221-57-117 or German 112
Civilian Police/Emergency	110
Military Police	114; Civilian: 06221-57-114
Red Cross	371-2435 (DSN) or 06621-17-2435 (CIV)

MEDICAL FACILITIES

US Military Heidelberg Health Center Acute Care Clinic	Nachrichten Kaserne, Karlsruhestr., Bldg. 3613. Authorized use on a per visit charge; costs are usually reimbursable through stateside medical insurance.
For appointments: DSN: 371-2891/2790 CIV: 06221-17-2891/2790	Open Mon-Fri (0700-2100) Sat, Sun and Holidays (0900-1900)
Host Nation Hospital Schwetzingen Kreis Krankenhaus	Bodelschwinghstr. 10, Schwetzingen. Exam for emergencies followed by referral to appropriate clinic.

DENTAL FACILITIES

US Military Hospital Dental Clinic DSN: 371-2708 CIV: 06221-17-2708	Nachrichten Kaserne, Karlsruhestr., Bldg. 3613. Can be seen as emergency only to relieve acute pain. Pay first at cashier's cage in same building. Mo-Fr 0720-1620
Host Nation Dentist Dr. Borkmann (speaks English) Phone: 06221-782805	Alstaterstr. 69, Kirchheim Accepts dental insurance.

USING YOUR MEDICAL/DENTAL INSURANCE

In most cases, outpatient visits must be paid in advance and bills submitted to insurance companies for reimbursement. In-patient care is billed directly to the insurance company. No advance payment is necessary.

Arrival at Frankfurt Airport: Terminal 1

DISEMBARKATION

Lufthansa: A gates; American Airlines, Icelandic Air, and TWA: B gates; United: C gates
Some planes taxi to the terminal; often a bus transports passengers from the plane to the terminal.
Free baggage carts are available; these carts can be taken on the escalators.
Follow the signs for Baggage Claim (in English; also picture of baggage and *Gepäckausgabe* in German)

PASSPORT CONTROL

At the *Paßkontrolle* (Passport Control), get in the correct line for NON-European Community passengers; have your passport ready. It is rarely needed, but please have your orders available if asked.

BAGGAGE CLAIM

Continue to follow the signs for Baggage Claim. It is a fairly long walk through the airport and down one level. An information board lists the arriving flights and the number of their baggage carousels.

CUSTOMS CLEARANCE

After claiming your baggage, look for the Exit/Ausgang and Zoll/Customs signs. The Customs Clearance area has two lanes: Red and Green. Walk through the Green area since you will have nothing to declare.

AIRPORT SHUTTLE SERVICE

Each of the two terminals at Frankfurt Airport has a central meeting point. Simply look out for a blue



luminescent sign saying "Meeting Point". The area also has a clearly marked waiting area with facilities for your convenience. The Meeting Point for Terminal 1 is located at Hall B, Level 1 (Arrivals). Do not leave the airport or go to another area in the airport. The site manager will notify you via email regarding a meeting point pick-up by Transfer and Limousine Service (TLS) http://www.tls-heidelberg.de/content/index_eng.html

The cost is 66 Euros round trip/33 Euros one way. This shuttle will take you directly to Patrick Henry Village or a local hotel.

TO CHANGE MONEY

If you have not brought European money (Euros) with you and you think you will need some before you get to a bank in Heidelberg, there are money exchange counters in Arrival Hall B as well as throughout the airport.

Arrival at Frankfurt Airport: Terminal 2

DISEMBARKATION

Delta and Sabena: D gates; Air UK, British Airways, Continental, KLM, Northwest, and USAir: E gates. Some planes taxi to the terminal; often a bus transports passengers from the plane to the terminal. Free baggage carts are available. Follow the signs for Baggage Claim (in English; also picture of baggage and *Gepäckausgabe* in German)

PASSPORT CONTROL/ BAGGAGE CLAIM/ CUSTOMS CLEARANCE

Same procedures as for Terminal 1.

AIRPORT SHUTTLE SERVICE

Each of the two terminals at Frankfurt Airport has a central meeting point. Simply look out for a blue



luminescent sign saying "Meeting Point". The area also has a clearly marked waiting area with facilities for your convenience. The Meeting Point for Terminal 2 is located at Hall E, Level 2 (Arrivals). Do not leave the airport or go to another area in the airport. The site manager will notify you via email regarding a meeting point pick-up by TLS (Transfer and Limousine Service).

http://www.tls-heidelberg.de/content/index_eng.html

The cost is 66 Euros round trip/33 Euros one way. This shuttle will take you directly to Patrick Henry Village (PHV) or a local hotel.

TO CHANGE MONEY

There are money exchange counters in Arrival Halls D and E of Terminal 2 and in Arrival Hall B of Terminal 1.

Departure from Frankfurt Airport: Terminal 1

SHUTTLE SERVICE

Site manager will arrange pick-up at your lodging location through Transfer and Limousine Service (TLS) http://www.tls-heidelberg.de/content/index_eng.html

TLS takes you directly to the airport. Shuttle service is available every day of the week.

CHECK-IN

US carriers conduct a security interview with each passenger before taking luggage and issuing a boarding card. Have your ticket and passport ready. Know beforehand how much luggage you can carry on and the size restrictions.

PASSPORT CONTROL

Follow the signs to the Departure Gate noted on your boarding card. If you check in before a gate is assigned, refer to the departure boards in the Departure Hall. Unless you are traveling to another destination in Germany, you will go through passport control. At the Paßkontrolle (Passport Control), have your passport ready. It is rarely needed, but have your orders available, if asked.

Departure from Frankfurt Airport: Terminal 2

SHUTTLE SERVICE

Same as Terminal 1.

CHECK-IN

Terminal 2 check-in counters are in Departure Halls D and E of Terminal 2

Delta and Sabena: D gates

Air UK, British Airways, Continental, KLM, Northwest, and USAir: E gates

NOTE: Although Delta leaves from Terminal 2, you can check in your baggage and get your boarding card at Terminal 1 on Level 0 (the parking level) or at Counters 520-525 in Departure Hall B. If you are flying on British Airways, you can check your bags at Counters 520-525 in Terminal 1 and proceed to Terminal 2 for departure.

US carriers conduct a security interview with each passenger before taking luggage and issuing a boarding card. Have your ticket and passport ready. Know beforehand how much luggage you can carry on and the size restrictions.

PASSPORT CONTROL

Same procedure as for Terminal 1.

Primary Lodging: Patrick Henry Village Guest House

Location North Lexington Avenue, Building 4527,
Patrick Henry Village (PHV)
69124 Heidelberg

Mailing address CMR 419, Guest House
APO, AE 09102

Phone From United States 011 49 6221-571700
From another European country (International Access Code) + 49 6221-
From Germany (outside Heidelberg) 06221-571700
From Heidelberg 571700
From military phone (DSN) 370-1700 / 388-9387
Email: usaghd.guesthouse@eur.army.mil

Fax (receive and send) 06221-795600

Check-in: 1:00 p.m. **Check-out:** 11.00 a.m.

Note: Professors arriving on weekends will need to stay at the Hotel Heidelberg due to the Installation Pass requirement to access Patrick Henry Village.

Types of rooms

Single/Double (\$75.00) with either 2 twin beds or a queen-size bed. There is a \$7.50 charge for each additional person.

- All rooms come with a private bath. Some rooms have kitchens. Guests staying in rooms with no kitchen can use the community kitchen.
- Handicap rooms available
- TDY, reservations up to 60 days in advance
- Cancellation fee if guest doesn't show up by 2400hrs. the day of, but prefer to cancel up to 1800hrs.

SMOKING POLICY

100% Non-smoking rooms at Patrick Henry Guest House

Amenities include:

- Microwave oven (in community kitchen)
- Dishes, glasses and flat ware
- Table and 2 chairs
- Iron and ironing board
- VCR (tapes for viewing)
- Clock radio
- Computer, Internet and e-mail access through phone line (50% ISDN and 50% analog). Mention computer use to reservation agent.
- Refrigerator
- Coffee maker
- TV (with AFN)
- Hair dryer in bath rooms
- Fan available

PAYMENT

VISA, MasterCard, American Express, checks and cash.

ELECTRICITY IN ROOM

220 volt only (transformer required for 110 volt appliances; plug adapter required for dual voltage appliances; standard European outlets/plugs)

There is a plug in the bathroom with 110 volt for shaver.

DISTANCES FROM THE HOTEL TO:

Education center/OU field office (Patton Barracks) 5 miles
Primary class location (Tompkins Barracks) 10 miles
Closest fast-food restaurant (Burger King) less than a mile, across the street

OTHER INFORMATION: Community Bus that runs to various posts, schedule posted at guesthouse.

Secondary Lodging: Hotel Heidelberg

Location	Heidelberg, Germany
Mailing address	Heuauerweg 35-37 69124 Heidelberg, Germany
Phone From United States	011 49 6221-71040
From another European country	(International Access Code) + 49 6221-71040
From Germany (outside Heidelberg)	06221-71040
From Heidelberg	71040
From military phone (DSN)	None
Fax (receive and send)	06221-710471
Web-site address	http://www.hotelheidelberg.com
E-Mail:	info@hotelheidelberg.com

Amenities include:

Private shower and toilet	Cable TV with CNN, NBC, and BBC
Hair dryer	Some w/room safe
Some w/heated towel rack	Bathroom scale
Clock radio	Some with balcony
Facsimile outlet	Telephone w/analogue laptop modem port
Wireless access in all guest rooms	Non-smoking rooms on request

PAYMENT

Single Occupancy: 64 Euro for regular single room; 74 Euro for double room/single use; and 79 Euro for Bavarian Business Style room

Attention: Cancellation Policy - The Hotel Heidelberg has a 2 day cancellation policy. 100% penalty (or 2 full days) will be assessed for changes within 48 hours.

ELECTRICITY IN ROOM

220 volt only (transformer required for 110 volt appliances; plug adapter required for dual voltage appliances; standard European outlets/plugs)

DISTANCES FROM THE HOTEL TO:

Education center/OU field office (Patton Barracks)	3 miles
Usual class location (Tompkins Barracks)	12 miles
Closest full-service restaurant	in hotel lobby
Closest fast-food restaurant (Burger King)	3 miles at Patrick Henry Village

SMOKING POLICY

Upon request when booking.

OTHER INFORMATION: All rates include a large buffet breakfast, tax and service charge. Streetcar service is available to downtown Heidelberg by taking Streetcar No. 26. The ride downtown is only 15 minutes, with the stop a few minutes walk away. A single ticket is only 2,10 Euro, however you can get a discounted ticket at the Hotel for only 1,80 Euro. A 24 hour ticket for one person is 5,00 Euro, and a 24 hour ticket Plus for up to 5 people can be purchased for 8,50 Euro. It is possible to take a bus from the hotel to downtown Heidelberg. The hotel owner speaks good English and is willing to help guests with streetcar and bus connections.

Administrative Support at Heidelberg

PLEASE refer to the Advanced Programs Faculty Guide for an Overview of the Duties and Responsibilities of OU site managers.

COMPUTER SUPPORT

Professors may make arrangements with the site managers to use the computer for course-related tasks during regular office hours when equipment is not needed by the site managers.

Computers can also be used at the Patrick Henry Village Library located on Patrick Henry Village a hundred yards away from the Patrick Henry Village guesthouse. Professors will see where the library is located when they receive the Professor area orientation tour in Heidelberg.

Professors staying at the Hotel Heidelberg can access the computers in the lobby which are connected to the Internet. Computers are there for guests to access the Internet. Also, the Hotel Heidelberg has wireless Internet throughout.

AUDIO-VISUAL SUPPORT

Overhead Projector	Shared with other schools, must be reserved at least two weeks in advance
VCR and monitor, DVD Player	Shared with other schools, must be reserved at least two weeks in advance. OU site office has a DVD player and extra VCR available.
Lap top computer and LCD Projector	Available at OU site office for loan.

Transportation between Lodging and Classrooms

FROM Patrick Henry Village or Hotel Heidelberg (Approximately the same distance)

Mode of Transport	To Tompkins Barracks (Classroom location)	To Patton Barracks (OU Office location)
Walking	Not an option	Not advisable
Rental car	12 miles, 20 min. drive (depending on traffic)	2-3 miles

Heidelberg Libraries

	PATRICK HENRY VILLAGE	USAREUR LIBRARY & RESOURCE CENTER
LOCATION	Building 4509 Patrick Henry Village (across from the Shoppette) Local Address: Lexington Str.6, Geb. 4509,69124 Heidelberg	Building 379 Mark Twain Village Local Address: Zengerstrasse 1, 69129 Heidelberg
TELEPHONE	06221-57-1740, 06221-338-9443 DSN 370-1740, 388-9440 Fax: 06221-17-7648, DSN 373-7648	06221-57-6678 DSN 370-6778 Fax: 06221-57-6916; DSN 370-6916
HOURS	Tues (1030-1900) Wednesday (1030-1900) Thursday (1030-1900) Fr-Su (1000-1800) Mo and US holidays (CLOSED)	Sunday-Monday (1000-1800) Tuesday-Wednesday (1000-2000) Thurs (1200-1800) Fridays, Saturdays and US holidays (CLOSED)
TYPE OF LIBRARY	Base library; recreational media plus a non-fiction collection for academic purposes; interlibrary loan; photocopy machine (5 cents/copy) 9 computers w/internet access & Word-processing; 4 computers w/access to online library catalog	Resource/reference library for the Army in Europe; non-fiction only; many resources for academic purposes; access to thousands of full-text journal and newspaper articles as well as military research databases. A library of over 3000 education videos and DVDs. The library is the clearinghouse for interlibrary loans to 38 libraries.

Driving Directions from Patrick Henry Village to Classroom (Tompkins Barracks – Landstrasse 34, 68723 Schwetzingen):

Drive through the gate by Burger King; follow road to traffic light.

Turn right at the traffic light onto Speyrer Strasse (535) towards Speyer

Take A 5 towards Frankfurt / Darmstadt (approximately 4 km)

Take **EXIT 37** Autobahn **656** towards **Mannheim** (approximately 7 km)

Take **EXIT 4**

Turn **left** off the exit ramp towards Friedrichsfeld-Sued / Gewerbegebiet

After turning off the exit, you will stay on this road for approximately 5 km. You will pass a horse farm on the left and then enter a wooded area. When you come to a clearing, you will see the traffic light leading into Tompkins Barracks.

Enter Tompkins Barracks and turn **left** at your first opportunity (after clearing the check point).

You will pass a Community Bank ATM, AAFES Shopette and snack bar on your left.

At the end of the street, you will see a building with two blue doors; this is the education center **Bldg. 4236**. Your class will be held in rooms 6 and 7.

Driving Directions from classroom to PHV Guest House:

Turn left out of the parking lot. Follow the road leading to the front gate.

Turn right out of Tompkins Barracks. Take this road approximately 5 km back to the **Autobahn 656 Heidelberg**.

Turn left onto Autobahn **656** towards **Heidelberg**

Take 656 to **Exit # 5 (Autobahn 5 towards Basel)**

Take **exit # 38 (535)** and head towards **Heidelberg/Leimen** (2nd right). You will clover leaf around and end up on **(535 Speyrer)** going towards Hotel Heidelberg.

Turn **left** at **1st traffic light**. Follow signs to PHV. Go through the gate at Burger King and follow signs to PHV guest house.

Driving Directions from Hotel Heidelberg to classroom (Tompkin Barracks)

Turn left out of the hotel parking lot

Turn right at the traffic light onto Cuzaring Street

Turn left onto Speyerer Strasse (**535**) towards Speyer

Take A 5 towards Frankfurt / Darmstadt (approximately 4 km)

Take **EXIT 37** Autobahn **656** towards **Mannheim** (approximately 7 km)

Take **EXIT 4**

Turn **left** off the exit ramp towards Friedrichsfeld-Sued / Gewerbegebiet

After turning off the exit, you will stay on this road for approximately 5 km. You will pass a horse farm on the left and then enter a wooded area. When you come to a clearing, you will see the traffic light leading into Tompkin Barracks.

Enter Tompkins Barracks and turn **left** at your first opportunity

You will pass the snack bar on your left and the parade field on your right.

At the end of the street you will see a building with two blue doors; this is the education center **Bldg. 4236**. Your class will be held in rooms 6 and 7.

Driving Directions from classroom to Hotel Heidelberg

Turn left out of the parking lot. Follow the road leading to the front gate.

Turn right out of Tompkins Barracks. Take this road approximately 5 km back to the Autobahn 656.

Turn left onto Autobahn **656** towards **Heidelberg**

Take 656 to **Exit # 5 (Autobahn 5 towards Basel)**

Take **exit # 38** (535) and head towards **Heidelberg/Leimen** (2nd right). You will clover leaf around and end up on (535 Speyerer) going towards Hotel Heidelberg.

Turn right at the 3rd traffic light on to Cuzaring Street

Turn left at the third traffic light (right in front of Hotel Heidelberg)

Directions to the Patton Education Center from Patrick Henry Village

Drive through the gate by Burger King; follow road to traffic light.

Turn **left at the traffic light** onto Speyrer Strasse (535) towards Heidelberg

Go to the **4th traffic light and make a right**. Immediately **turn right** into Patton Barracks.

After going through the gate check follow the road into Patton. In front of building 117, take a right. You now have a red brick building on your right. Follow the road as it leads you to take a left and then go straight all the way down to the gate. You will see a building to the right of you. This is the Patton Ed Center, #106. You must follow the road around the building and turn right into the parking lot where you can park. Our office is 109 on the side closest to the gate.

Directions to the Patton Education Center from Hotel Heidelberg

Turn **left** out of the **hotel parking lot**

Turn **right** at the traffic light **onto Cuzaring Street**

Turn **right onto Speyerer Strasse (535)** towards Heidelberg

Go to the **2nd traffic light** and make a **right**. Immediately **turn right onto Patton**.

After going through the gate check follow the road into Patton. In front of building 117, take a right. You now have a red brick building on your right. Follow the road as it leads you to take a left and then go straight all the way down to the gate. You will see a building to the right of you. This is the Patton Ed Center, #106. You must follow the road around the building and turn right into the parking lot where you can park. Our office is 109 on the side closest to the gate.

Directions to get gas at ESSO station from PHV

Drive through the gate by Burger King; follow road to traffic light.

Turn **left at the traffic light** onto Speyrer Strasse (535) towards Heidelberg

Go to the **3rd traffic light** and make a **right**; **ESSO station** will be **on your right**.

Directions to get gas at ESSO station from Hotel Heidelberg

Turn left out of the hotel parking lot

Turn right at the traffic light onto Cuzaring Street

Turn right onto Speyerer Strasse (**535**) towards Heidelberg.

Go to the 1st traffic light and make a right; ESSO station will be on your right.

Heidelberg on the World Wide Web

<http://www.heidelberg.army.mil/sites/local/>

<http://www.visit-heidelberg.com/>

<http://www.heidelberg.de> (Good Heidelberg information in English)

http://www.airportcity-frankfurt.com/cms/default/rubrik/9/9682.airport_city_en.htm (Frankfurt airport)

<http://weather.weatherbug.com/> (Local Heidelberg weather)