

Information Guide | Charlottesville

Welcome to Rare Book School!

FOR OVER THIRTY YEARS, the bibliographical community has been supported and nourished by the work of Rare Book School (RBS). From its tentative beginnings at Columbia University, the School has educated two generations of librarians, collectors, academics, conservators, and booksellers, producing a network of loyal alumni, talented faculty, and dedicated friends around the globe. In the process, it has also earned a reputation as the world's premier institution for the study of bibliography and book history. We are delighted that you will soon be a part of that distinguished tradition, and of our School's promising future. We look forward to welcoming you to Charlottesville.

This *Information Guide* should answer most of your questions about transportation, housing, and other practical matters. Upon arrival, you'll also receive a copy of the *Student's Vade Mecum* with additional information to ensure that your stay is as productive and enjoyable as possible. (N.B. Please bring the present guide with you when you come to RBS; it contains valuable information not repeated in the *Vade Mecum*.) In the meantime, we eagerly await your arrival, and look forward to another wonderful year!

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About Charlottesville



CHARLOTTESVILLE, VIRGINIA, is a city of some 40,000 persons, located approximately 110 miles southwest of Washington, DC, and seventy miles northwest of Richmond.

Situated between the rolling hills of the Virginia Piedmont and the rugged terrain of the Blue Ridge, it also serves as the administrative seat of Albemarle County, a prosperous rural area of outstanding natural beauty.

Quietly cosmopolitan, Charlottesville is notable for its beautiful architecture, excellent restaurants, and marvelous hiking and biking trails, a combination contributing to one of the highest standards of living in the United States. As an intellectual and cultural hub for central Virginia, it has also long been associated with books and book culture: Thomas Jefferson, one of early America's most influential bibliophiles, built his Monticello plantation on a small hill just south of town. The city today boasts the largest number of used and antiquarian booksellers in the state.

Jefferson's influence on Charlottesville is felt most keenly at the University of Virginia, the selective public institution he established in 1819; a UNESCO World Heritage site, his "academical village" is considered a masterpiece of eighteenth-century neoclassical architecture. Home to RBS since 1992, the University currently offers more than fifty bachelor's degrees, seventy-nine master's degrees, and doctoral degrees in fifty-two fields.

The RBS Week

All RBS students are expected to be in attendance and on time for all regularly scheduled classes, labs, and field trips. This is to ensure the quality and community of RBS as a School, and we insist that participants attend all sessions of their courses, unless presented with the most extraordinary of circumstances. Practically speaking, this involves a full-time commitment of 5–6:45 PM Sunday, 8:30 AM–5 PM Monday through Thursday, and 8:30 AM–4 PM Friday. Please make your travel plans accordingly!

SUNDAY 2 pm **UVA Dormitory Check-in**

Check-in begins for students staying in UVA dormitories.

4:30 pm **RBS Walking Tour**

RBS guided walking tour of UVA Central Grounds and the Corner (optional, and weather permitting). Look for a tour guide carrying a flag! The tour starts promptly at 4:30 PM on the front steps of Alderman Library, and concludes around 5 PM, also in Alderman (please consult www.virginia.edu/webmap/ to better orient yourself; if you would prefer a hard copy of UVA's official map of Grounds, please let us know, and we can have one mailed.)

5 pm* **Student Registration**

RBS student registration meets on the first floor of Alderman Library. Students will receive the *Student's Vade Mecum* and a name badge. We will also take your picture for our bulletin board. Please do not show up before 5 PM, as we won't be ready to receive students until then. *Late arrival:* We strongly suggest attending Sunday night registration, but if you are unable to make it, you will need to register outside the Rare Book School suite at 8 AM sharp on Monday.

5 pm **Reception**

A wine and cheese reception, including soft drinks, takes place in the RBS suite (118 Alderman Library), coinciding with student registration.

6 pm **Director's Welcome**

Meet RBS Director Michael F. Suarez, S.J., in the library's celebrated McGregor Room (East Wing, second floor).

6:40 pm **Light Refreshments**

Continue the conversation with RBS staff and faculty and your fellow students in the RBS suite (118 Alderman), where we will serve light refreshments until 7:15 PM. Students are encouraged to sign up for Sunday night small-group dinners at one of the featured restaurants on the Corner (see page 14). Sign-up sheets will be located outside the reception.

MONDAY 8 am* **Final Registration**

RBS final registration for all courses (for those who have not already registered on Sunday night) will take place outside Room 116 in Alderman Library.

8 am **Daily Breakfast**

RBS serves a daily breakfast, including fresh fruit, yogurt, bagels, coffee, and juice, in its suite, located in 118 Alderman Library.

8:20 am* **Classroom Orientation**

All students should report to 118 Alderman no later than 8:20 AM Monday morning. Instructors lead students to their classrooms.

8:30–10 am* **First Period**

10–10:30 am **Morning Break**

Coffee, tea, juice, and other light refreshments served in the RBS suite, 118 Alderman Library.

10:30–Noon* **Second Period**

Noon–1:30 pm **Lunch**

Classes break for lunch. Please refer to the *Student's Vade Mecum* for an extensive survey of nearby options.

1:30–3 pm* **Third Period**

3–3:30 pm **Afternoon Break**

Coffee, tea, soft drinks, and other light refreshments served in the RBS suite, 118 Alderman.

3:30–5 pm* **Fourth Period**

* Required activities are noted by asterisk

The RBS Week (continued)

TUESDAY through THURSDAY

8 am **Daily Breakfast**

8:30–10 am* **First Period**

10–10:30 am **Morning Break**

10:30–Noon* **Second Period**

Noon–1:30 pm **Lunch**

1:30–3 pm* **Third Period**

3–3:30 pm **Afternoon Break**

3:30–5 pm* **Fourth Period**

Evening Activities

During the week, there are optional evening activities for those interested in taking advantage of them. Mid-week events may include Video Night, an Exhibition Tour, or course specific programming but will vary by session. Please refer to the RBS website for lecture information. For specific event details, see the *Student's Vade Mecum*. Most events are free and open to the public including the following regularly scheduled activities:

Monday 5:30 pm **Evening Lecture**

Thursday 5 pm **Booksellers' Night**

On Booksellers' Night, a number of used/antiquarian booksellers in town remain open until around 8 PM for the benefit of RBS participants. As there are also several good places to eat downtown, we hope you will combine shop-hopping with dinner, and make a night of it.

FRIDAY 8 am **Daily Breakfast**

8:30–10 am* **First Period**

10–10:30 am **Morning Break**

10:30–Noon* **Second Period**

Noon–2 pm **Long Lunch**

Note the longer lunch break. By tradition, though not compulsion, students take their instructor(s) to a group lunch on Friday; consult the *Student's Vade Mecum* for restaurants that can accommodate large parties. Advance reservations are strongly recommended.

2–3:40 pm* **Third Period**

3:40 pm* **Course Evaluations**

Students receive course completion certificates and fill out RBS course evaluations.

4–5:30 pm **Farewell Reception/Notions Shop**

Friday afternoon classes will break by 4 PM for a final RBS-wide reception in the RBS suite, 118 Alderman Library, from 4–5:30 PM, enlivened by the opening of our Notions Shop. Get your current RBS merchandise and Book Arts Press publications here!

** Required activities are noted by asterisk*



Merchandise from the RBS Notions Shop

Before You Arrive

Reading Lists

Most RBS courses have advance reading lists or assignments that RBS instructors expect their students to complete before they arrive. These are outlined at www.rarebookschool.org/reading/.

Students should come to class prepared. Those who have trouble locating required readings might try obtaining them through interlibrary loan (ILL), from used or antiquarian booksellers through the Antiquarian Booksellers Association of America (ABAA), or online via www.bookfinder.com or www.vialibri.net.

Arrival & Departure Logistics

When working out your RBS transportation arrangements, please note that it can be difficult to make the trip to and from Charlottesville in one day. Because we strongly encourage students to attend Sunday night registration and orientation, we suggest coming in on Saturday rather than Sunday, especially if you are new to the area and/or RBS. Staying over Friday night *after* your last day of class is also advised, if you can swing it. Early-evening ground and air travel on Fridays is seldom much fun, and northbound traffic on Route 29 (the main road to the Charlottesville airport) between 4 and 6 PM on Friday tends to be particularly tedious.

Problems

Please let one of our staff members know if you encounter problems on any front. If such problems occur before you arrive, write us (rbsprograms@virginia.edu) or telephone us (434-924-8851, 8:30 AM–5 PM; voicemail after hours). During RBS, problems can be handled by reaching out to the RBS staff member closest at hand (look for the blue ribbons on their nametags).

Transportation

Transportation Strategies

Flying, taking the train, and driving are all available means of getting to Charlottesville. Having a car during the Monday through Friday period of RBS classes is not necessary, and only occasionally convenient. There are many places to eat within easy walking distance of the University, and Charlottesville boasts both a free trolley service and an affordable bus system that can get you most anywhere you need to go (see www.charlottesville.org for maps and details). There will also be plenty to do on Grounds, both all day and during the early evening.

For visiting local attractions (e.g., Monticello), a car will come in handy, though there will be little time for such diversions during the week.

Air Transportation

Use one of the major online discount-airfare services (e.g., Kayak, Expedia) to search for competitive ticket prices. By far the closest airport to UVA is Charlottesville/Albemarle (CHO), just north of town. Regional air connections are usually made through Dulles (IAD); there are no direct flights from either Reagan National (DCA) or Richmond (RIC) to Charlottesville.

From CHO there is a \$25 at rate charge for taxi transportation into Charlottesville. The Hampton Inn & Suites on West Main Street and a number of other hotels (although not all) will pick you up via courtesy vans.

Another possibility is to fly into IAD, DCA, or RIC, and rent a car. Unfortunately, other transportation options from these airports to Charlottesville are usually either prohibitively expensive or unpleasant.

Transportation (continued)

Ground Transportation

Train. Amtrak's Crescent line passes through Charlottesville (CVS) daily, as do some Northeast Regional trains. Another train, the Cardinal, passes through town three times each week. The train is likely the most expedient mode of transportation from either DC or Northern Virginia. Consult Amtrak's website or call 800-USA-RAIL for arrival and departure times.

Charlottesville Amtrak station is located about a half mile from UVA Central Grounds. This is usually a pleasant fifteen-minute walk, but can become grueling depending on the weather and/or your luggage. If you are staying in a local hotel other than the Courtyard Marriott, Graduate, or Hampton Inn & Suites, which are all located nearby, see if your place will provide a shuttle, or call a taxi. Cab fare is usually under \$10 and is worth it, especially if you are staying in UVA dormitories, located another quarter mile from the Lawn.

Bus. There are generally at least two buses a day from downtown Washington, DC, to Charlottesville (approximately \$24, and 3–4 hours, each way). Not all of these routes are direct, however, so be sure to ask about transfers when purchasing your ticket. Check Greyhound's website or call 800-231-2222 for fare and schedule information.

The Greyhound bus terminal is located approximately two miles from UVA Central Grounds, so plan on taking a cab to get to the University once you arrive.

Driving

The main north-south highway to (and through) Charlottesville is Route 29; it intersects with Interstate 66 about thirty miles west of Washington, DC, and about eighty miles north of UVA.

The main east-west highway, just south of town, is Interstate 64. Interstate 81 (north-south) lies to the west of Charlottesville on the other side of the Blue Ridge Mountains; it intersects I-64 about thirty-five miles to the west of town.

GPS. For driving directions to Charlottesville from any point, use a GPS system or one of the popular mapping websites (e.g., Google Maps, MapQuest). For your destination, enter 105 Emmet Street North—the intersection of Route 29 (Emmet Street) and Business Route 250 (Ivy Road). Once you arrive there, turn east onto University Avenue. UVA is visible on both sides of the street. To drive by the University's Central Grounds, proceed up University Avenue past the tennis courts. Alderman Library is the large building on the right. (The Rotunda should be visible just beyond, also on the right.)

Scenic Routes. Both Shenandoah National Park and the George Washington National Forest begin about twenty miles to the west of Charlottesville on Interstate 64. One option is to drive south to I-64 on Skyline Drive from Front Royal, Virginia, or north to I-64 on the Blue Ridge Parkway from North Carolina. Both offer breathtaking views of some of the oldest mountain ranges in the world, as well as abundant opportunities for viewing wildlife. Note, however, that speed limits on both roads are restricted (35 mph on Skyline, 45 mph or lower on the Parkway), and travel times can be long.

Parking

Parking in University Garages and Lots. This year, to simplify the process, RBS plans to purchase a select number of parking permits for students. If you anticipate needing a permit, please contact the RBS Programs staff (rbsprograms@virginia.edu) no later than *three weeks prior* to the start of your RBS session. It is crucial that you let us know you need a pass and where you will be staying *three weeks in advance* or we will not be able to provide you with an RBS-purchased pass.

Those students not staying in a nearby accommodation may park in the Central Grounds Parking Garage at the following rates:

\$2/hour Mon–Sat, 8 AM–5 PM

\$1/hour 5 PM–10 PM

\$1 flat rate 10 PM–8 AM

\$0.70/hour Sunday 8 AM–10 PM

All fees are payable in cash, but a “Cavalier Advantage” card will provide you with a 25% discount. You can purchase one from a machine near the photocopiers in Alderman or Clemons Libraries for \$5. (It will have a \$3 credit to begin with; add value using the machine.)

Sunday Parking. If you are staying in dormitory housing, park on Newcomb Road outside of Venable Lounge while you check in. Move your vehicle as soon as you stow your bags in your room; parking is limited in this area! Most street parking around UVA does not require a permit on Sundays, but certain key locations are permit-only at all times. Those staying on the Lawn should ask for information on where to park (i.e., the alleys) while unloading.

Parking in the University Neighborhood. Single-day on-the-street-parking in the immediate precincts of the University is fairly limited (many spaces require a resident’s permit). The best places are on the side streets off Rugby Road to the north of Beta Bridge (recognizable by the many layers of paint deposited on it by students).

The University places many restrictions on the use of its parking lots, although many lots allow permitless parking after 5 PM and on weekends.

Park only in lots for which you have the proper sticker or dashboard pass, or you are likely to get a ticket (fines are \$30 and up). Your first parking ticket in a given year is a warning ticket that does not need to be paid.

Parking in Charlottesville Generally. There is free on-the-street parking in central Charlottesville, generally with a two-hour limit. Overtime tickets are \$15 if paid immediately, \$30 after ninety-six hours. Charlottesville is a well-run city, and aggressively pursues non-payers. **WARNING:** If you park in a fire lane or other street area that must be kept clear at all times, you may be towed in as little as twenty minutes.

Downtown, the most convenient places to park are the (paid) public parking garages on East Market Street between 5th and 6th Streets NE, and on Water Street between 2nd and 4th Streets SE. The Downtown Visitors Center (610 East Main Street; 434-293-6789; Mon–Sun 9 AM–5 PM), located at the east end of the Downtown Mall, will validate your parking pass for *two hours of complimentary parking* at either garage, courtesy of the City of Charlottesville. Many downtown restaurants and stores will also validate your parking pass, although most (not all) require a purchase before doing so.

If you get towed

If your car has been towed, there are two possibilities: (1) the University had it towed; or (2) the Charlottesville police department had it towed.

In the former case, call the Department of Parking & Transportation Services (434-924-7231) for more information, as the University uses a number of different towing companies. If Parking & Transportation did not tow it, or if you get no answer at this number, call the University Police (434-924-7166).

In the latter case, call Charlottesville Wrecker Service, the towing company the city police department uses exclusively (434-295-1107).

Off-Grounds Accommodations

Bed-and-Breakfasts

If you like bed-and-breakfast accommodations, telephone the local Guest House Reservation Service (434-979-7264; Mon–Fri, 9 AM–5 PM) for a brochure and advice. There are a couple of B&Bs within walking distance of Alderman, including the Dinsmore House Inn (434-974-4663), which has received good reviews from previous RBS attendants, and Oakhurst Inn (434-872-0100). The latter is located just south of Central Grounds, and offers a block of rooms for RBS at a discounted rate.

Stay Charlottesville (888-977-STAY) offers elegant, fully furnished carriage houses, condos, apartments, and historical homes throughout the town and surrounding country.

Hotels

UVA maintains an extensive online list of hotels in the Charlottesville area, many within easy walking distance of Grounds: www.virginia.edu/placestostay/. In our experience, the most reliable of these are the Hampton Inn & Suites (434-923-8600) and Graduate Charlottesville (formerly Red Roof Inn; 434-295-4333) located on West Main Street. If you decide to stay at a Charlottesville hotel be sure to ask if they have a University of Virginia rate—many local hotels do.

N.B. Hotel accommodations within walking distance of Grounds are *very limited* during the first course week owing to the University's back-to-back Reunion Weekend events. If you haven't already, we *strongly encourage* you to book your hotel accommodations right away or to consider the dorm spaces RBS has reserved.

On-Grounds Accommodations

This year there are three on-Grounds residence options available depending on the session dates: Brown College on Monroe Hill (see map on page 8), Lambeth Field Apartments, and the Lawn. All are within walking distance of RBS headquarters in Alderman Library. Brown College is modern and air-conditioned (perhaps overly so; bring an extra blanket!), while the Lawn is so replete with tradition that you may well decide to live there despite its lack of air-conditioning. Unfortunately, the Lawn is not available during the first two weeks of class (4–9 June and 11–16 June) owing to two weekends of UVA Reunions. In its place, RBS has secured space in Lambeth Field Apartments, a UVA residence that is also modern and air-conditioned. Please be advised that both the Lawn and Brown College will be under construction, and thus both *will be subject to construction noise*.

N.B. Nightly rates noted below do not include a one-time \$20 linen packet, which is included in the total weekly rate listed on the Conference Services registration website. A tax of 5.3% will also be added.

On-Grounds Accommodations (cont'd)

Brown College

Brown College is made up of pairs of suites that share bathrooms. Each suite is divided into two rooms, with a twin bed in each room. In any suite, the guest in the front room has direct access to the suite entrance, but must walk through the back room to the bathroom; the guest in the back room has direct access to the bathroom, but must walk through the front room to the suite entrance.

Guests may choose between “single” and “double” reservations. If you book a double, linens will be placed on both beds; if you book a single, one of the rooms will remain empty. Reserve a double only if you are making two reservations (i.e., reserving an entire suite for yourself and a friend or spouse (same-sex only) who is also attending RBS) or if you are willing to be assigned a roommate. In other words, if you request a double for yourself alone, you will be placed with another guest of the same sex with the same sort of reservation. *Please keep in mind, all bathrooms are communal.* Even if you select the single option, thus reserving an entire suite for yourself, you will still share a bathroom with an adjoining suite.

It bears repeating that Brown College has a reputation for being heavily air-conditioned and thus is *very cold*, especially at night; *if you get cold easily, bring a heavy blanket from home.*

RBS advises packing a few extra shirts in case of spikes in the weather.

RATES: Brown College single rooms are \$41 per night; double rooms are \$31 per bed per night. If you like, you may request to room with a friend or friends, thus sharing bathroom facilities.

Lambeth Field Apartments

For the two June sessions, RBS students will be able to reserve housing in Lambeth Field Apartments. Each apartment houses up to four people, with as many as two in each bedroom. There are two extra-long twin beds in each bedroom, which are set at half-loft height. For an idea of the height of the beds, please view the photos on the Conference Services website: <http://housing.virginia.edu/area/1171>. Each apartment also has its own common room and kitchen area, as well as 1.5 baths shared by the two to four residents. There is parking on site that requires a permit. As with Brown, guests may choose between “single” and “double” reservations. A single reservation will reserve one whole bedroom, but you will share the common spaces of the suite with the occupant(s) of the second bedroom. Reserve a double only if you are reserving space for two people in one bedroom or if you are willing to be assigned a roommate.

RATES: Single rooms are \$41 per night; double rooms are \$31 per bed per night.

The Lawn

During July, RBS students are able to reserve housing on the Lawn in buildings designed by Thomas Jefferson. Rooms on the Lawn are not air-conditioned, but have good cross ventilation. This is an important detail, as summer days in Virginia tend to be hot and humid, though evening breezes from the Blue Ridge can help.

All rooms contain sinks with hot and cold water, but please note that bathrooms are a short walk outside, through open archways to areas behind and under the rooms. There are four bathrooms in all: one each for men and women on either side of the Lawn. **NOTE:** Lawn rooms will not be available 4–9 June or 11–16 June.

RATES: Lawn rooms are available for \$35 per night. Conference Services groups Lawn residents so that they are as close as possible to the appropriate bathroom facilities.

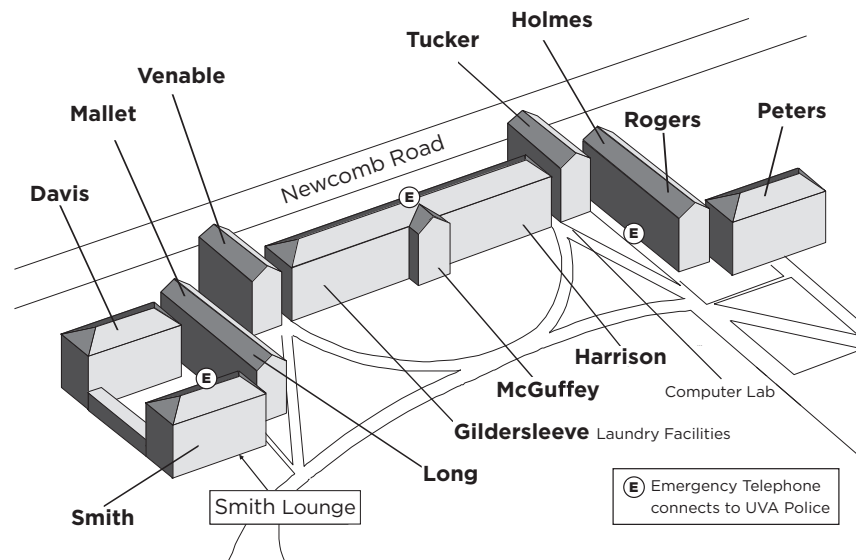
On-Grounds Accommodations (cont'd)

Common Amenities

All dormitory beds are furnished with a mattress cover, pillow, blanket, bedspread, and bed linen packet, including one pillowcase and two sheets. Guests are provided with three bath towels, a bathmat, and a washcloth, though past students have noted their inadequacy. The fee for this (non-optional) package is \$20 (see above). *Soaps, shampoo, clothes hangers, refrigerators, and other amenities regularly furnished by hotels are not provided.* There are active Ethernet ports in each room.

Housekeeping staff will remove trash and sanitize bathrooms during your stay. *Personal belongings must be removed from common living areas and common baths in order for the housekeepers to clean; housekeeping will deny service to any guest who does not comply with this request.* Guests may not ask housekeepers to return at a later time.

A kitchen with a refrigerator, stove, oven, and microwave oven is available in Venable Hall at Brown College; guests are responsible for cleaning up after themselves. Vending machines and a computer lab are also available inside Brown, on the lower level of Gildersleeve near Venable (see the diagram below).



Brown College Residence Area

Troubleshooting

If there is a problem in or around your room, or if your room isn't being properly looked after, please call Conference Services (434-924-4479) right away. If you need something that Conference Services cannot provide, please check in with the RBS Program Staff, rbsprograms@virginia.edu, or call 434-924-8851.

Staying on Grounds

Whom to Contact

UVA Housing & Residence Life directly manages University housing for RBS participants through its Conference Services (CS) branch, located at Gibbons House on Alderman Road. CS is open 8 AM–5 PM, and can be reached at 434-924-4479, seven days a week; their staff can be reached after hours at this same number. The main CS email address is conferenceservices@virginia.edu. If something is broken in your room, you have trouble with locks or there are *any other issues, please call Conference Services*. If you do not call them, they will not know there is a problem. If you need something that CS cannot provide, contact the RBS Programs staff at rbsprograms@virginia.edu.

Online Housing Request Form

To make reservations with Conference Services, visit their website, <http://housing.virginia.edu/conference-services>, click “Book Your Reservation,” and select “Rare Book School.” Payment (using any major credit card) is due at the time of booking. The deadline for housing requests falls *exactly one month before each session begins*; after this date, a \$50 late fee will be applied to your reservation, but housing cannot be guaranteed.

CS will do its best to accommodate last-minute housing requests and changes, but it cannot create space where there isn’t any; please let them know your requirements as soon as possible! The online form will accommodate most participants’ needs; however, if you have special requests (e.g., a non-standard departure time), please contact CS by phone. *If you are attending back-to-back RBS sessions and wish to remain in the same room for the duration of your stay, call CS when booking; otherwise, you may be required to switch rooms.*

Checking Into and Out of UVA Housing

Checking In. The primary check-in time is from 2 to 5 PM on Sunday in Brown College’s Venable House lobby. However, you may check in any time after 2 PM on the day you arrive.

For the primary check-in, go directly to Brown College on Newcomb Road. If you are arriving outside of these hours, please go to the Conference Services office in Gibbons House. CS is open 8 AM to 5 PM, seven days a week. After hours, an on-call team is available; call 434-924-4479.

After checking in and stowing your luggage in your room, park your car, if you have one, in the lot for which you’ve received a permit. RBS-purchased permits will be distributed to those who requested them and are using Conference Services by CS at check-in. Note for those staying in Brown College: You cannot get access to the Brown College end of Newcomb Road directly from the University Avenue end of Newcomb Road. (There’s a car barrier in front of the bookstore.)

Checking Out. Checking out of your room simply means turning in your keys. This may be done either at the Conference Services office (open 8 AM–5 PM) or in the Venable House lobby (Sat, 8 AM–11 AM). If you are checking out outside of these times, there is a key drop-off at Gibbons House that will be staffed. (Be sure to check the signs.) The check-out time is 11 AM. Don’t forget to return your keys, as a key deposit is at stake!

Friday Checkout. If you are leaving Charlottesville on Friday evening, you will need to check out of your dormitory room that morning before class or during the first morning break (before 11 AM). After checking out, bring your luggage with you to RBS; a secure luggage storage area will be available in our suite (118 Alderman Library).

Keys. When you check in, you will be given a room key and a swipe card. The swipe card gets you through any door into the building complex. For safety’s sake, please notify Conference Services immediately if you lose your key. N.B. RBS will pass along charges incurred for lost keys to students (\$100 for the room key, \$25 for the swipe card).

Staying on Grounds (continued)

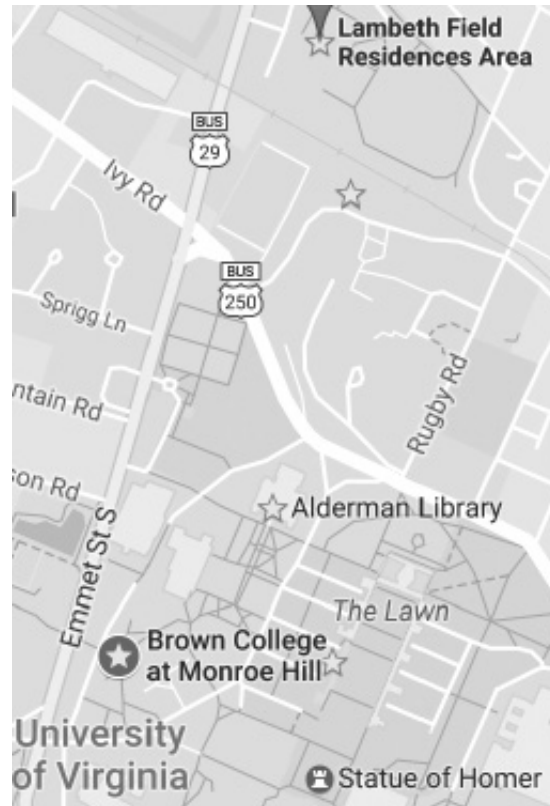
Cancellations, Refunds & Penalties

To cancel your on-Grounds housing, you must send Conference Services a cancellation form (available online), and they must receive this notice *at least seven days* prior to your scheduled arrival date in order for you to receive a full refund (minus a \$50 cancellation fee). For notifications less than one week prior to the arrival date, you will be charged for one night's accommodation in addition to the \$50 cancellation fee. It is not possible to cancel for a refund once you arrive.

Credit card refunds will be issued within forty-eight hours. Check refunds require you to fill out a refund form, and may take six to eight weeks to clear after submission of paperwork.

If you check out after 11 AM, you will be charged for an additional night's accommodations. The timelines are tight because of the need to have rooms ready for the next week's arrivals. *You have not checked out if you have not returned your keys to the CS office!*

If you are late in returning your keys, or if you lose them, you will forgo your key deposit. Mailing the keys back later won't help—the locks will already have been changed.



UVA Central Grounds

Advance Advices

What to Bring

Before leaving home, check both your course homepage and the reading list for specific instructions on what to bring to class. It is not always necessary to bring copies of your advance reading, although you may choose to bring them. Previous course evaluations, available online, may also contain useful tips on what to bring.

RBS participants are required to come to class on time. If you wish to take notes, plan accordingly. Pencils, paper, and other supplies are available nearby at the UVA bookstore. You may need to bring a computer; consult your course description for more information. If you do, it's also a good idea to bring an ethernet cable, as you may be required to register a wired connection before connecting to a wireless network. (Cables can also be purchased at the UVA bookstore.)

A light rain jacket (and/or umbrella) is useful. Air-conditioning can make RBS classrooms quite cool, so you may wish to bring a sweater as well. If you're staying in dormitory housing, please refer to pages 7–9 for details about what you can expect (or not expect) from your room.

Childcare

In our experience, it is only possible to bring children to RBS if there is someone who can look after them during the day. You're welcome to bring children to the opening reception on Sunday or farewell reception on Friday, but not to breaks or classes. See UVA's daycare listing: www.virginia.edu/graduateguide/preschools.html.

Advance Advices (continued)

Connecting to the Internet

Guest access to the UVA computing network is available for RBS participants through two options: *Public Computing Clusters*. Public computer terminals are available in both Alderman Library and Clemons Library. Library guests must obtain a temporary (single-use) login and PIN before accessing any of the machines.

Personal Computer. At the Sunday night registration you will receive the *Getting Connected* guide, which contains a PIN needed to access the UVA wireless network. If you need internet access prior to registration (i.e., the weekend before your course begins), contact rbsprograms@virginia.edu for an early copy of the guide.

Wireless access is available in most public study areas in Alderman Library and Clemons Library, and in all dormitories.

If you have problems registering your computer, call the Information Technology Services (ITS) Help Desk at 434-924-4357 (available 24/7 throughout the summer). Have your PIN handy; when they ask for your computing ID, tell them that you are a guest of Rare Book School. If you're already online, visit www.its.virginia.edu/helpdesk.

Guests

You are welcome to invite guests to attend all RBS lectures and social functions (Sunday walking tour, Video Night, Booksellers' Night, Friday farewell reception).

Privacy

RBS publishes a list of its participating students in the *Student's Vade Mecum*. If you do not want your work information or email address to appear there, please indicate this in your myRBS profile at least three weeks before your course begins.

Telephones

Cell phone reception can be spotty on Alderman's first floor. Phone messages may be left at the RBS main line (434-924-8851, 8:30 AM–5 PM; voicemail after hours).

Library Privileges

RBS participants may use UVA's libraries during their stay here. To register for privileges, present a current photo ID at any UVA Library circulation desk. For hours, consult www.lib.virginia.edu/hours.

Exercise & Gym Privileges

For a description of the fitness facilities available to guests, visit www.virginia.edu/ims/facilities/. Use of the facilities requires the purchase of a weekly membership. The business office, where you can purchase membership, is located on the second floor of the Aquatic & Fitness Center (450 Whitehead Road; open Mon–Fri, 8 AM–5:30 PM).

Pharmacies & Medical Facilities

Nearest pharmacy. CVS (1417 University Avenue, on the Corner, next to Littlejohn's Deli; 434-244-4028). The UVA Bookstore sells medical and personal sundries, as does Cohn's on the Corner (1611 University Avenue, 434-977-1986).

24-hour pharmacy. For 24-hour service, visit the CVS at Barracks Road Shopping Center (on Emmet Street; 434-293-9151).

Delivery. Meadowbrook Pharmacy (Meadowbrook Shopping Center off Emmet Street; 434-296-4135).

Nearest hospital emergency room. UVA Hospital (434-924-2231, or dial 911).

Cabs

The best way to get a cab in this area is to call for one. Trusted local companies include Yellow Cab (434-295-4131), Carter's Taxi (434-981-0170), and Cville Taxi (434-806-6532).

Cabs are almost always available at the airport; if not, phone for one. From CHO there is a \$25 at rate charge for transportation into Charlottesville.

Local Attractions

Your RBS week will no doubt be busy, so if you'd like to spend some time exploring the Charlottesville area, we suggest budgeting a couple of days before or after your course work.

Historical attractions. Albemarle County boasts two presidential homes (Jefferson's Monticello and Monroe's Highland); two additional ones (Madison's Montpelier and Woodrow Wilson's birthplace) are located in nearby Orange County and Staunton, respectively. Other nearby historical attractions include the Frontier Culture Museum in Staunton (30 miles west; 540-332-7850; www.frontiermuseum.org) and Colonial Williamsburg (110 miles east; 757-229-1000; www.history.org).

Monticello. Jefferson's architectural masterpiece sits on a minor peak in the Southwest Mountains, about three miles south of University Grounds. With half a million visitors a year, Monticello is the third or fourth most frequently visited house in America—and with good reason. The house and its grounds are well run and beautifully interpreted by the Thomas Jefferson Memorial Foundation, a private non-profit. For more information, visit www.monticello.org.

Arts. For a town of its size, Charlottesville has a robust art scene, including several small galleries (many of which are situated on or near the Downtown Mall), a handful of festivals, a drama venue (www.livearts.org), several music venues, and more. Consult the city's website for more information.



Jefferson's Rotunda at UVA



The Corner, near UVA Central Grounds

Antiques. Albemarle and nearby counties are a heaven for antique shoppers. Ask us for the name of our local antiques maven, who will gladly discuss your options!

The great outdoors. Situated between the rolling hills of the Virginia Piedmont and the dramatic topography of the Blue Ridge Mountains, Charlottesville boasts some of the best scenery in the East. While the Appalachian Trail runs through nearby Shenandoah National Park and the George Washington National Forest, both less than a half hour away, less ambitious hikers might want to try the Rivanna Trail, a twenty-mile scenic footpath encircling the city (www.rivannatrails.org).

Sparsely populated Highland County (sixty miles west) enjoys the highest net elevation of any county east of the the Mississippi, as well as gorgeous valleys, trout streams, wildlife management areas, and numerous hiking trails. Monterey, its charming county seat, has barely been touched by tourism. (In Virginia, this means fewer than one antique shop per block.)

Weekend Restaurant Guide

For a city of its size, Charlottesville has a remarkably vibrant and diverse dining culture. While the *Food & Restaurant Guide* you receive at registration provides extensive coverage of local options, the short list below may prove helpful for early arrivals.

We encourage you to sign up for small-group dinner outings held at featured Corner restaurants on the evening of the welcome reception. Sign-up sheets and restaurant descriptions will be provided.

On the Corner

The Biltmore. 16 Elliewood Avenue (434-202-1498). Sandwiches and hamburgers. Open daily, 11 AM–2 AM (kitchen closes 10 PM). Entrees under \$10.

Boylan Heights. 102 14th Street NW (434-984-5707). Gourmet burgers, with shuffleboard upstairs. Open daily, 11 AM–2 AM. Burgers start at \$10.

Christian's Pizza. 100 14th Street NW (434-872-0436). Quick pizza with diverse toppings. Open daily, 11 AM–3 AM. Under \$10. *Another location off the Downtown Mall (118 West Main Street).*

College Inn. 1511 University Avenue (434-977-2710). Italian diner with Greek overtones. Predictable and reliable, with efficient service. Better for breakfast or lunch than dinner. Open Mon–Sat, 9 AM–2 AM; Sun, 9 AM–1 AM. Entrees under \$12.

Crozet Pizza at the Buddhist Biker Bar. 100B 20 Elliewood Avenue (434-202-0592). The award-winning Crozet Pizza at a new Corner location. Open Tue–Wed, 11:30 AM–12 AM; Thu–Sat, 11:30 AM–2 AM; Sun, 11:30 AM–10 PM. Closed Monday. \$15–\$20.

Kuma Sushi Noodles & Bar. 12 Elliewood Avenue (434-328-2741). Japanese fare. Open Sun–Wed, 11 AM–10 PM; Thu–Sat, 11 AM–2 AM. Entrees \$10–\$20.

Lemongrass. 104 14th Street NW #6 (434-244-8424). Thai and Vietnamese cuisine with vegetarian, vegan, gluten-free options. Open Tue–Fri, 11 AM–2:30 PM, 5 PM–9 PM; Sat–Sun, 12 PM–9 PM. Closed Monday. Entrees \$10–\$15.

Littlejohn's New York Deli. 1427 University Avenue (434-977-0588). Self-described “New York Delicatessen with a Southern Tradition.” Open daily 24 hours. Sandwiches under \$10.

Marco & Luca's Noodle Shop. 107 Elliewood Avenue (434-244-0016). Serves a handful of items including soup, cold noodles, and pan-fried dumplings. Open Sun–Wed, 10:30 AM–8:30 PM; Thu–Sat, 10:30 AM–3:30 AM. Under \$10. *Another location is located on the Downtown Mall (115 West Main Street, inside York Place Shopping Center).*

Michael's Bistro & Taphouse. 1427 University Avenue (434-977-3697). Classic American. Wide selection of beers, domestic and imported. Open Mon–Sat, 11:30 AM–2 AM; Sun, 5:30 PM–12 AM. Entrees \$10–\$20.

The Pigeon Hole. 11 Elliewood Avenue (434-984-0078). Southern breakfast. Open Mon–Tue, 8 AM–3 PM; Thu–Fri, 8 AM–3 PM; Sat–Sun, 9 AM–3 PM. Closed Wednesday. \$5–\$15.

Revolutionary Soup. 104 14th Street NW (434-979-9988). Soups and sandwiches made with organic, local ingredients. Open Mon–Thu, 10 AM–8 PM; Fri–Sat, 10 AM–9 PM; Closed Sunday. *Another location off the Downtown Mall (108 2nd Street SW).*

Trinity Irish Pub. 1505 University Avenue (434-295-7100). Irish-themed sports bar. Open Mon–Fri, 11 AM–2 AM; Sat–Sun, 10:30 AM–2 AM. \$5–\$15.

On Emmet Street

Afghan Kabob Palace. 400 Emmet Street N (434-245-0095). Authentic Afghan cuisine, including vegetarian options and pumpkin curry. Open Mon–Sat, 11 AM–10 PM; Closed Sunday. \$10–\$15.

Weekend Restaurant Guide (continued)

Downtown

Just over a mile from Central Grounds is the pedestrian-only Downtown Mall (Charlottesville's Main Street). If you take a cab, ask the driver to let you off on Market Street or Water Street, both of which run parallel to Main Street. Street maps are prominently posted along the length of the Mall. There is also a free trolley which runs through the city and stops several times near the Mall.

Bizou. 119 West Main Street (434-977-1818). American cuisine, with a retro aesthetic. Open Mon–Thu, 11:30 AM–2 PM, 5 PM–9 PM; Fri, 11:30 AM–2 PM, 5 PM–10 PM; Sat, 11:30 AM–2:30 PM, 5 PM–10 PM; Sun, 11 AM–2 PM, 5 PM–9 PM. \$15–\$25.

C & O. 515 Water Street E (434-971-7044). Expensive but highly praised and much loved by locals. Open daily, 5 PM–1 AM. Reservations necessary. \$25 and up.

Mezza. 817 West Main Street (434-979-9990). Tapas restaurant. Open Tue–Sun, 5 PM–10 PM; Closed Monday. \$30–\$60.

Miller's. 109 West Main Street (434-971-8511). Bar fare, often with live music. Open daily, 11 AM–2 AM. Entrees under \$10.

Mono Loco. 200 Water Street W (434-979-0688). Cuban and Mexican cuisine served in an energetic and often noisy atmosphere. Outdoor seating. Open Mon–Thu, 5 PM–9 PM; Fri–Sat, 5 PM–12 AM. Closed Sunday. \$10–\$15.

Monsoon Siam. 113 Market Street (434-971-1515). Thai cuisine. Open daily, 11 AM–2:30 PM, 5 PM–9 PM. \$5–\$15.

The Whiskey Jar. 227 West Main Street (434-202-1549). Local and organic southern cooking. Open Mon–Thu, 11 AM–12 AM; Fri–Sat, 11 AM–2 AM; Sun, 10 AM–2:30 PM. \$10–\$20.

World of Beer. 852 West Main Street (434-970-1088). Wide selection of beers accompanied by pub food. Open Thu–Sat, 11 AM–2 AM; Sun–Wed, 11 AM–12 AM. Entrees \$10–\$15.

Useful Websites

Amtrak

www.amtrak.com

Airports

Charlottesville-Albemarle (CHO): gocho.com

Dulles International (IAD): metwashairports.com/dulles

Reagan National (DCA): metwashairports.com/reagan

Richmond International (RIC): flyrichmond.com

Charlottesville Convention & Visitors Bureau

www.charlottesvilletourism.org

Monticello

www.monticello.org

University of Virginia

www.virginia.edu

UVA Maps

www.virginia.edu/webmap

UVA Library

www.library.virginia.edu