



UNIVERSITY OF CRETE

Department of Physics

Voutes, P.O. Box. 2208, 71003 Heraklion Crete, Greece

CPOTS Erasmus IP cpots2012.physics.uoc.gr

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July 12, 2012

Dear CPOTS 2012 student participant,

As project coordinator of CPOTS 2012 on behalf of the organizers I would like to welcome you to this Erasmus Intensive Programme (IP).

Please read carefully the following instructions concerning your participation:

- 1. Attendance:** The IP will take place in Heraklion, Crete from August 18 to September 1, 2012. **Course attendance is mandatory** and you will be signing for every session you participate in. The CPOTS 2012 [detailed working program](#) should be consulted for details. According to Erasmus rules you are allowed to miss up to one day of classes.
- 2. Morning lectures** (unless otherwise noted) will take place in the 3rd floor seminar room of the Physics Dept. in Voutes.
Simulation labs will take place in the special PC room of the Physics Dept. on the 1st floor.
The latest [detailed CPOTS2012 program](#) of lectures is given at the CPOTS2012 website.
General directions from airport and other points in Heraklion to the Physics Dept. are given [here](#).
- 3. Course material:** Please make sure to bring notebooks, pens etc. These will **not** be supplied by CPOTS. These of course can also be bought in Heraklion. You may also download from the [CPOTS 2012 site](#) whatever you find interesting. Some material is only for participants and you will need a password. At this time the password is cp0t\$. If this changes you will be notified by e-mail. **The password is strictly for CPOTS participants and should not be given to non-participants.**
- 4. SIMION 8.1 software:** Should be officially downloaded from the SIMION registration site. Please see directions on CPOTS SIMION registration form (attached pdf file).
- 5. Certificate of attendance:** All fully attending students will receive the CPOTS Physics Department, University of Crete certificate of attendance.
- 6. ECTS:** All students receiving the certificate of attendance may also receive certification for **6 ECTS units upon successfully passing the CPOTS 2011 ECTS certification exams.**
- 7. Travel and Subsistence Support:** All participants will have their travel and subsistence expenses partially covered based on cost as specified in the [IP financial support rules](#).

According to IP rules you can only be reimbursed for actual costs as proved by receipts in your name. You will therefore need to forward to our secretary all your Tickets and Boarding

CPOTS2011 Student welcome letter with instructions

*Passes along with the Receipt / Invoice indicating the price of the tickets (please keep them all!). All payment of travel expenses will be deposited in **your personal** bank account, after the end of the IP and **ONLY** after having received the return flight boarding passes as well. These rules must be **strictly and timely** enforced otherwise **NO** reimbursement will be possible.*

Subsistence Support: Student participants are supported by the IP with a 20 Euros per diem for 14 days (20*14 = 280 Euros total). This support is used to pay for the hotel. Therefore students **will not receive** any cash for their subsistence, but will have their hotel completely covered (see item #8 below).

- 8. Accommodation:** All non-local students will be sharing rooms with other students at the **ALBATROSS APARTMENTS** hotel. Bed and breakfast is covered for all students staying in this hotel. At check-out students will only have to pay for any additional expenses they might have incurred (see item #4 above). Initial rooming arrangement information should have already been supplied to you by your local CPOTS contact.

ALBATROSS APARTMENTS,
NAXOU Street No. 5, AMOUDARA,
HERAKLION GR-71414, CRETE, GREECE,
Proprietors: GEORGE & MARIA GOURNIANAKIS
Tel: +302810821698 or 822044, Mobile: +306936716626, Fax: +302810
822074.
Email: info@albatross-crete.com, Web: <http://www.albatross-crete.com/>

The hotel is in Amoudara, the beach coast west of Heraklion about 5km from the center of Heraklion and about 4 km from the University of Crete in Voutes. Amoudara is a lively, holiday destination with many restaurants, pubs, hotels, apartments, cinema complex all in easy proximity. There is bus connection to downtown Heraklion, the port and airport.

Crete is the 5th largest island of the Mediterranean with a population of about 650,000 spread across the island. Heraklion has about 250,000 inhabitants. Crete is a favorite summer destination for many tourists not only for its famous Knossos Archaeological site and museum but also for its natural beauty with beaches, mountains and gorges. Suggestions of places worth visiting as well as cultural events will be given at:
http://cpots.physics.uoc.gr/social_programme.php

Maps and Directions can be found at (see also maps attachment):

[*Airport to Albatross Hotel*](#)
[*Hotel – Physics Dept. Univ. of Crete*](#)

- 9. CPOTS 2012 Registration:** Will take place for all on **Sunday Aug. 19 by the ALBATROSS hotel pool from 19:00-20:00 followed by a pool side barbecue reception.** For those that don't make it on time, registration will also be open on **Monday Aug. 20 from 8:00-8:30** just outside the CPOTS lecture hall on the 3rd floor of the Physics Dept. building.

For the registration **please makes sure you have with you (or that the CPOTS secretariat has already received by e-mail) the following:**

CPOTS2011 Student welcome letter with instructions

- Your arrival **boarding passes and tickets (e-tickets and electronic boarding passes are highly recommended!)**
- **Tickets**
- **Receipt** for the cost of your travel (in electronic form if possible)

You will also need to send **the return trip boarding passes** too.

ONLY AFTER RECEIPT OF ALL REQUIRED DOCUMENTS WILL THE BUSINESS OFFICE BE ABLE TO COMPENSATE YOU FOR THE COST OF YOUR TRAVEL.

Please fill out the official pre-registration form (attached pdf file) to expedite your registration and send it by e-mail to the CPOTS secretariat at cpots@physics.uoc.gr

- 10. Health:** All international students should make sure to bring along their *European Health Insurance Card*. All European students are entitled to one obtained at their university. Turkish students should obtain a letter from their University/local health authorities stating that their medical costs are covered. If not they should get private insurance coverage for the period they will be in Greece.
- 11. Car rental:** A special reduced car rental offer at 350 Euros for 2 weeks (from airport to airport) including insurance has been secured for those interested. It is typical for IP participants to share a car rental which they can then use in their daily commute from hotel to CPOTS course as well as on the weekends to explore the island. The above price is for a 1200cc mid size category. For more details please contact Mr. George Gournianakis of Albatross directly. Of course you are free to make your own independent arrangements with any company you wish.
- 12. Weather conditions:** The weather in Heraklion in August is typically hot (24-35C air, 25C sea) windy (4-5 Bfts) and fairly dry (40-60%). Chance of rain near zero. A sweater in the evenings can be useful on some nights. Sandals, hat, shorts or light clothing is suggested for use during the day.

Please **always check** the CPOTS web site (cpots2012.physics.uoc.gr) for the latest changes in events, dates or times.

If you have additional questions or require assistance in any of the above matters please feel free to contact the CPOTS secretariat directly by e-mail at any time. However, it's probably best to first consult your local CPOTS contact.

I look forward to meeting you personally and wish you a pleasant stay in Crete and a successful IP,



Prof. Theo Zouros
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