	2nd ITU-Academia Partnership Meeting: Developing Skills for the Digital Era **and** **11th ITU Kaleidoscope Academic Conference** **Atlanta, United States, 2-5 December 2019**	**Georgia Tech**

INFORMATION NOTE

The 2nd ITU-Academia Partnership Meeting: Developing Skills for the Digital Era will take place in Atlanta, United States, from 2 to 3 December 2019. It is organized in conjunction with the 11th ITU Kaleidoscope Academic Conference, which will take place from 4 to 6 December 2019. The events are organized by the International Telecommunication Union (ITU) and hosted by the Georgia Institute of Technology (Georgia Tech).

1.   VENUE

Both events will be held on the campus of the Georgia Institute of Technology in Atlanta at the GTRI Conference center

> GTRI Headquarters
> 400 10th Street, NW
> Atlanta, GA 30318

2.   COORDINATORS

Host Coordinator	ITU Coordinator for ITU-Academia Partnership Meeting	ITU Coordinator for Kaleidoscope Conference
Georgia Institute of Technology Professor Michael Best E-mail: mikeb@cc.gatech.edu	Head, Capacity and Digital Skills Development Susan Teltscher Telephone: +41 22 730 6315 E-mail: hcbmail@itu.int	Head, Alessia Magliarditi Telephone: +41 22 730 58 82 E-mail: alessia.magliarditi@itu.int

3.   REGISTRATION

Pre-registration should be made online.

- To register for the 2nd ITU Academia Partnership event follow this link https://www.itu.int/online/edrs/REGISTRATION/edrs.registration.form?_eventid=4000457

Collection of badge and onsite registration for the ITU Academia Partnership meeting will start from 08:00 hrs on Monday, 2 December 2019.

- To participate in the 11th ITU Kaleidoscope Academic Conference follow this link: https://www.itu.int/en/ITU-T/academia/kaleidoscope/2019/Pages/default.aspx

  Note: To attend both events, please register for both events by completing the registration forms for each event at the links provided above.

4. VISA FORMALITIES

If you are traveling to the USA from overseas to attend this conference, you will need a B-1 (business) visa. Once the online registration is released, all participants will be asked to identify if they will need a visa to attend. For those that do, Georgia Tech will then share the attend information (Name, Date of Birth, and Country of Citizenship) with a global HR team to issue the visa request.

To ensure a visa request is made with enough time for a participant to obtain and travel for the conference, the registration cut-off for those to request a visa will be Friday, 1 November 2019. Requests for visa support should be sent to Marilu Suarez at marilu.suarez@inta.gatech.edu tel. +1 404 894 4452

For additional information and details around obtaining a visa to enter the USA to attend this conference, please visit the US Department of State website here.

5. ACCOMMODATION

Conference participants are required to book their own hotels.

6. LIST OF PROPOSED HOTELS

Below is a list of hotels nearby to the conference venue that will have a small block of rooms reserved at a special rate for attendees at both events:

AC Hotel Midtown Atlanta
53 14th Street NE
Atlanta, GA 30309
https://www.marriott.com/hotels/travel/atlcn-ac-hotel-atlanta-midtown/?scid=bb1a189a-fec3-4d19-a255-54ba596febe2
404-249-9445
0.5 miles from conference venue; very accessible walking distance, rideshare available
Link for Reservation:
https://www.marriott.com/event-reservations/reservation-link.mi?id=1565113409347&key=GRP&app=resvlink

Georgia Tech Hotel & Conference Center
800 Spring Street NW
Atlanta, GA 30308
https://www.gatechhotel.com
(404) 347-9440
1.0 miles from conference venue; very accessible walking distance, rideshare available
Link for reservation:

https://www.secure-res.com/res/vn4/checka.aspx?hotelid=2871&trr=DF9575D6506D35&scid=1&scdomainid=0&rlog=957&ri=27274&culture=1&culturename=en-US

Moxy Hotel Midtown Atlanta

48 14th Street NE
Atlanta, GA 30309
https://www.marriott.com/hotels/travel/atlox-moxy-atlanta-midtown/?scid=bb1a189a-fec3-4d19-a255-54ba596febe2
404-249-9446
0.5 miles from conference venue; very accessible walking distance, rideshare available
Link for Reservation
https://www.marriott.com/event-reservations/reservation-link.mi?id=1565113409347&key=GRP&app=resvlink

Renaissance Atlanta Midtown

866 W. Peachtree Street NW
Atlanta, GA 30308
https://www.marriott.com/hotels/travel/atlbd-renaissance-atlanta-midtown-hotel/
(678) 412-2400
1.0 mile from conference venue; very accessible walking distance, rideshare available

Link for Reservation

https://book.passkey.com/go/gatechintlaffairs2019

The Georgian Terrace

659 Peachtree Street NE
Atlanta, GA 30308
https://www.thegeorgianterrace.com
(866) 845-7551
1.5 miles from conference center; walking appropriate or ride share available

Link for Reservation

https://book.passkey.com/gt/217572164?gtid=3cba2ed356fe3b11a13b96d6a131c3b0

7.   DETAILS OF ARRIVAL AND TRANSPORT

The main point of entry to the Atlanta is Hartsfield-Jackson International Airport. Note that the domestic and international terminals have difference addresses, listed below:

Hartsfield-Jackson International Airport	Hartsfield-Jackson International Airport
Domestic Terminal,	*International Terminal*
6000 N. Terminal Pkwy	2600 Maynard H. Jackson Jr. International Blvd.
Atlanta, GA 30320	Atlanta, GA 30354

Shuttles, taxis, and ride shares are available at both terminals. More info on the airport can be found on the website http://apps.atl.com/Passenger/GroundTransportation/Default.aspx

8.   CURRENCY

The official currency of the United States of America is the United States dollar (USD).

1 USD = 0.97 CHF
1 USD = 0.88 Euro
1 USD = 0.79 GBP

It is recommended that currency exchange be done at the airport. There is one bank that provides currency exchange on campus: Wells Fargo. It is located at 645 State St. NW Atlanta, GA 30313.

All widely used and globally approved bank cards are accepted nearly everywhere, including Visa, American Express, and MasterCard. Bank hours in the United States are Monday - Friday, 09:00am to 17:00pm.

9.   ELECTRICAL APPLIANCES

The voltage in the United States is 120 volts. All hotels and conference venues will have outlets with 120 volts. Attendees should plan to bring their own converters, if needed.

10.   LANGUAGES

The conference will be held in English only.

11.   SECURITY

Overall, the conference is located in a safe area with well-lit streets and appropriate security presence.

In the event of an emergency, conference attendees should dial 9-1-1 to reach an emergency operator.

They will connect you to the Atlanta Police Department.

When on campus, you can also call the Georgia Tech Police Department at +1 (404) 894-2500.

Conference attendees are advised to take basic safety precautions, such as not walking alone at night or displaying electronic devices openly.

12.   MEDICAL AND HEALTH

In the event of a health emergency, please call 9-1-1. Nearby hospitals and their contact information are listed below. Please contact your health insurance provider to find out details about your plan and coverage while in the USA. Also, note that tap water is safe to drink in Atlanta.

Emory University Hospital Midtown
550 Peachtree St NE
Atlanta, GA 30308
+1 (404) 778-7777

Grady Memorial Hospital
80 Jesse Hill Jr Dr. SE
Atlanta, GA 30303
+1 (404) 616-1000

13.   WEATHER

Weather in Atlanta can vary quite a bit, however, expect mid- 50F (10°C) in the day and high-30F (-1°C) at night.

14.   INTERNET

Conference venues and hotels will have free WiFi available for attendees.

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