**Planning Your Travel to the Workshop**

1. **Schedule.** Please plan to arrive in Johannesburg by Saturday, September 20. The workshop will begin with **a mandatory orientation session at 6:00 p.m. on Sunday, September 21, and end on Friday, October 3, at 5.00 p.m.** Please plan your travel accordingly.

2. Travel to Johannesburg should be on **economy class.**

3. **DSA.** Your country/regional office will provide you with DSA. One dinner (Thursday, October 2nd) will be provided.

4. **Accommodation.** The Sunnyside Park Hotel, a five-minute walk from the Wits Education Campus, <http://www.legacyhotels.co.za/en/hotels/sunnyside> is holding rooms at a negotiated workshop rate until August 31. After that date, rooms and rates cannot be guaranteed. We encourage participants to stay at the Sunnyside Park, not only because it is close to campus but because it will be easier for teams working on C4D projects to meet outside workshop sessions. The hotel reservation form is available in Admin Notes.

5. **Entry to South Africa.** South Africa does not require visas for a stay of 30 days or less for citizens of about 80 countries (see

<http://www.dha.gov.za/index.php/countries-exempt-from-sa-visas>). Holders of the UN Laissez-Passer (UNLP) are exempt from visa requirements. If you do not have a UNLP and your country is not on the visa-exempt list, we encourage you to apply through your country office for a UNLP, which is normally issued in 6-8 weeks.

6. **Vaccination.** If your journey starts or passes through the yellow fever belt of Africa or South America, you will be required to produce an up-to-date yellow fever certificate before boarding and at passport control (see Yellow Fever Vaccination Certificate in Admin Notes).

7. **Contact.** Your contact information on campus:

Dr. Nicola Christofides, workshop director

Room 102, School of Public Health, Wits Education Campus, 27 St Andrews Road, Parktown, +27 11 717 2566, nicola.chris@gmail.com

8. **Agenda.** A draft workshop agenda will be sent to you in early September.