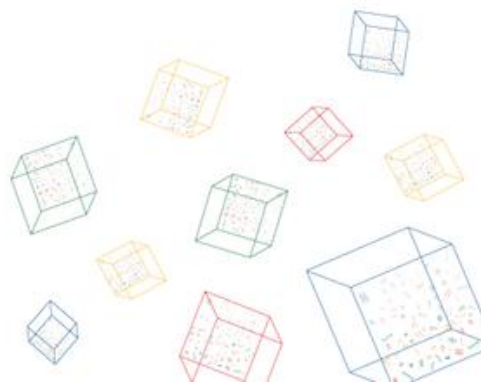


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12th ASEF Classroom Network Conference

16-20 November 2015 • Sofia, Bulgaria

#ASEFClassNet



PRACTICAL INFORMATION

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1. Introduction

Bulgaria

The Republic of Bulgaria is a country in Southeastern Europe bordered by Romania, Serbia, Macedonia, Greece and Turkey. With a territory of 110 994 square kilometres, Bulgaria is Europe's 16th largest country. Bulgaria has a population of approximately 7.4 million people, who are predominantly urbanised and stay in the administrative centres of its 28 provinces. The



The strongest sectors of the economy are heavy industry, power engineering, and agriculture, all of which rely on local natural resources. Also, Bulgaria comes third in the list of countries with most valuable archaeological sites discovered on their territories, preceded only by Greece and Italy. The official language is Bulgarian.

Sofia

Sofia, the capital of Bulgaria, was founded 7,000 years ago. This makes it the second oldest city in Europe. It is the only big city in Europe that lies just 15 minutes away from an imposing mountain – Vitosha. Furthermore, it occupies a strategic position at the centre of the Balkan Peninsula. Sofia is the 14th largest city in the European Union with population of around 1.3 million people. It has been ranked by the Globalization and World Cities Research Network as a Beta-city. Many of the major universities, cultural institutions and commercial companies of Bulgaria are concentrated in Sofia.

2. Conference Venue

The 12th ASEF Classroom Network Conference will be held at the [Vitosha Park Hotel](http://www.vitoshaparkhotel.com/index.php?lang=en). Details of the conference venue are as follows:

Vitosha Park Hotel

1 Rosario Str.

Sofia 1700

Bulgaria

T: +359-2-816 8888 / 816 8802

W: <http://www.vitoshaparkhotel.com/index.php?lang=en>

Note: The distance from Sofia Airport to the Vitosha Park Hotel is approximately **8 km**.

3. Accommodation, Meals and Local Transport

The organisers will cover the costs for accommodation, meals and local transportation for the duration of the programme. Any other expenses of a personal nature (telephone, laundry, medical, etc.) will have to be borne by the delegate.

Accommodation (**4 nights**) has been arranged by the co-organisers at the hotel from **16-20 November 2015**. All the participants will be accommodated in single room throughout the programme.

We would appreciate if you could send the organisers your full travel itinerary as soon as possible so that we can arrange your accommodation and airport pick-up service accordingly. Should you require accommodation before or after the prescribed duration of stay, kindly send an email to us at angie.toh@asef.org.

For participants who would like to extend their stay at the [Vitosha Park Hotel](#), the corporate rate given to the participants are as follows:

Single standard room – **42 EUR nett** including daily breakfast for one
Twin/Double room – **52 EUR nett** including daily breakfast for two.

4. Arrival and Departure

All participants are expected to arrive at the designated Hotel on **Monday, 16 November 2015, before 16:00** hours in time for Registration and the Welcome Reception Dinner from 19:00 to 21:00 hours.

Please note that transfers will only be arranged for participants arriving at Sofia Airport on **Monday, 16 November 2015**. In the event that you miss the pick-up, please take a taxi from the airport to [Vitosha Park Hotel](#) (1 Rosario Str., Sofia 1700). The journey will take approximately 10-15 minutes (depending on the traffic condition) and will cost approximately 10-15 BGN (approximately 5-7 EUR).

The 12th ASEF ClassNet Conference will end officially on **Friday, 20 November 2015 at 14:00 hours** (lunch inclusive).

At the end of the Conference, airport transfer will also be arranged to bring participants to Sofia Airport in the afternoon of **Friday, 20 November 2015**.

5. Visa for Bulgaria

Participants from Bangladesh, Cambodia, China, India, Indonesia, Kazakhstan, Lao PDR, Mongolia, Myanmar, Pakistan, Philippines, Russian Federation, Thailand and Viet Nam require a visa to enter Bulgaria.

The Bulgarian Ministry of Foreign Affairs has kindly offered its assistance in facilitating a smooth visa application process. We are also currently exploring the option of a visa (Visa type C) fee waiver for the participants.

To facilitate the visa process, kindly send us your passport details by **Monday, 20 October 2015** to both [Ms Angie TOH](#) and [Mrs Nelly KIRKOVA- KOSTOVA](#):

1. Name as in passport:
2. Nationality
3. Passport No.
4. Place of issue
5. Date of Issue
6. Expiry Date
7. Contact No.
8. Email address

The Bulgarian Embassies are located in China, India, Indonesia, Pakistan, Russia Federation and Vietnam. All other nationals have to submit their visa application through the Embassy in Vietnam.

In the case of Bangladesh, visa application is to be submitted through the Bulgarian Embassy based in India.

Please refer to this [link](#) to gather more information about the visa.

6. Attire

Attire for the 12th ASEF ClassNet Conference is mainly smart-casual. Please bring some formal clothes for the official events (gentlemen are kindly advised to bring a tie and jacket or blazer).

7. Laptop

Participants are requested to bring their laptops, so to work alongside the workshop facilitator during the workshop sessions. This will make the workshops more interactive and also provides the opportunity to really trial the software that is being presented.

The minimum specifications for the software are:

- A Windows, Mac or Linux laptop
- 2 GB of RAM or greater
- Intel Pentium D, AMD Athlon or greater processor
- 200MB free hard disk space or more
- Java 6 Release 45 or later (including Java 7 and 8)

8. Average Temperature

In November, Sofia would be experiencing autumn and temperatures tend to fall rapidly. Temperature is expected to be between 7-8 °C during the period of 16-20 November 2015, with overnight temperatures reaching an average low of 1.3 °C and afternoons reaching an average high of 9.6 °C.

9. Local Time

The Standard time zone is UTC/GMT +2 hours.

10. Credit Cards

All major cards are accepted in Bulgaria (i.e.: MasterCard, Visa, Diners club etc.) in most of the larger businesses. American Express may not be accepted everywhere. Some smaller businesses do not take credit cards, so ask a sales assistant before making any purchase.

11. Medication

You may wish to bring with you some basic medical supplies. It is worth having your own basic medicine kit, such as mild painkillers like aspirin / paracetamol, cold and flu tablets, and any other special medications that you may require. If you are currently on medication, please bring an adequate supply since the drugs prescribed to you may not be available locally.

Long distance flights from Asia to Europe may provoke headaches for some, so please remember to rest sufficiently before your flight to Bulgaria.

12. Electricity

The plug type/socket used in Bulgaria has two round prongs. Power supply is usually 230 volts, 50 hertz.



12. CURRENCY

The currency used in Bulgaria is the lev (abbreviation is BGN. Symbol is ЛВ). It is divided in 100 stotinkas (стотинки). The denominations come in the following range:

Coins: 1 stotinka, 2 stotinkas, 5 stotinkas, 10 stotinkas, 20 stotinkas, 50 stotinkas, 1 lev
Notes: 1 lev, 2 lev, 5 lev, 10 lev, 20 lev, 50 lev, 100 lev



13. Exchange Rate (as of 15 October 2015)

1.00 EUR = 1.95 BGN

1.00 USD = 1.70 BGN

For more exchange rates, please refer to <http://www.oanda.com/currency/converter> or <http://www.xe.com> to find out the latest exchange rate.

14. Bulgarian Cuisine

Bulgarian food often incorporates salads as appetizers and is also noted for the prominence of dairy products, wines and other alcoholic drinks. Bulgarian cuisine also features a wide variety of soups and pastries. Pork is common, often mixed with beef or lamb, although fish and chicken are also widely used. Bulgarians also traditionally consume a large portion of lamb meat and yogurt.



15. Important Emergency Contacts

European emergency number – 112

Ambulance – 150

Police – 166

Fire brigade - 160

16. Contact Details for Co-organisers

The contact details for the co-organisers are as follows:

32 Secondary Language School "St. Kliment Ohridski"

Mrs Nelly KIRKOVA- KOSTOVA

Head Teacher

63 Hristo Botev

Sofia 1303

Bulgaria

T/F: +359-02-9862845

E: kostova_nelly@abv.bg

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17. Useful Links

Bulgaria Ministry of Foreign Affairs - <http://www.mfa.bg/setlang/en/>

Bulgaria Ministry of Education and Science - <http://www.minedu.government.bg/>

New Sofia Municipality - <http://www.sofia.bg/en/>

Currency Exchange - <http://www.xe.com>

Travel Currency Cheat Sheet - <http://www.oanda.com/convert/cheatsheet>

Asia-Europe Foundation - <http://www.asef.org>

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