Next Steps & Practicalities A-Z
for the 2011 HDCA Summer School hosted by OPHI
24 August to 3 September 2011, Delft, the Netherlands

SUMMER SCHOOL WEBSITE:  http://www.ophi.org.uk/teaching/short-courses/#summer2011
SUMMER SCHOOL HOST:  Faculty of Technology, Policy and Management, TU Delft

This document will help you prepare for your participation in the summer school. The next steps are outlined below. This is then followed by practical information listed in alphabetical order.

STEP 1: REGISTRATION & PAYMENT

Registering to Attend the Summer School
The course fee for the summer school is US$750 for all students and professionals based in low-income countries and US$1500 for all other professionals. We would like to inform you that the fee does not include travel, food, or accommodation. There are three options to pay the fee: online by credit card, by bank wire transfer, or by check (if you click on the “check” option, the website will generate an invoice, which you can mail in with your check). You must pay in US Dollars.

A. Registration and course fees payment is to be completed online: http://hd-ca.org/ConReg.php?sid=239d0a89d6d03a25bed7491b30c8f521.
B. If you scroll to the bottom of this page, you will need a user name and password in order to log in and pay the registration fee. If you are an existing or past HDCA member, please use your HDCA user name and password. If you have never been an HDCA member, your user name and password will be forwarded to you in a separate email. If you do not receive this email, please email summerschool@hd-ca.org.
C. Once you log in, please complete registration and payment as instructed. Please note, there are three payment options and payment must be in US dollars.

Registering to Attend the HDCA International Conference
Conference fee is US$270 for all students and professionals from a developing country and US$500 for all other professionals. This course fee includes a one-year HDCA membership. Participation in the conference would be in addition to the summer school course fee (i.e. is not included in the summer school participation fee).

A. To view the conference webpage: http://www.ethicsandtechnology.eu/subsite/hdca_conference_2011/
To view the conference programme: https://www.conftool.net/hdca_conference_2011/sessions.php
B. You can register for the conference and conference events at the same time as you register for the summer school.
C. Summer school participants receiving financial support are expected to attend the HDCA International Conference as well. If you have any questions or concerns regarding this, please email summerschool@hd-ca.org.

HDCA Membership
Launched in September 2004, the Human Development and Capability Association promotes research from many disciplines on key problems including poverty, justice, well-being, and economics. Kaushik Basu is the current president of the HDCA. Amartya Sen was the founding president of HDCA from 2004 to 2006, Martha Nussbaum was president from 2006 to 2008, Frances Stewart was president from
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2008 to 2009. Membership benefits include a subscription to the Journal of Human Development and Maitreyee, the quarterly newsletter of the HDCA, listing in the HDCA Member Directory and timely notification of upcoming conferences and events. Membership fees start at US$24 for one year.

A. To become a member, please visit http://www.hd-ca.org/NewContact.php.
B. Please note, for those attending the conference, the conference fee includes a one year HDCA membership.

STEP 2: SCHENGEN VISA APPLICATION

For some nationals, a visa is required to enter the Netherlands. Listed below are the countries for which there is a visa requirement:

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<thead>
<tr>
<th>Afghanistan</th>
<th>Colombia</th>
<th>Guinea</th>
<th>Marshall</th>
<th>Papua New</th>
<th>Suriname</th>
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<tr>
<td>Algeria</td>
<td>Comoros</td>
<td>Guinea-Bissau</td>
<td>Islands</td>
<td>Guinea</td>
<td>Swaziland</td>
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<td>Angola</td>
<td>Congo</td>
<td>Guyana</td>
<td>Mauritania</td>
<td>Peru</td>
<td>Syria</td>
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<td>Armenia</td>
<td>(Brazzaville)</td>
<td>Haiti</td>
<td>Micronesia</td>
<td>The</td>
<td>Tajikistan</td>
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<td>Azerbaijan</td>
<td>Côte d’Ivoire</td>
<td>India</td>
<td>Moldova</td>
<td>Philippines</td>
<td>Tanzania</td>
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<td>Bahrain</td>
<td>Cuba</td>
<td>Indonesia</td>
<td>Mongolia</td>
<td>Qatar</td>
<td>Thailand</td>
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<tr>
<td>Bangladesh</td>
<td>Democratic</td>
<td>Iran</td>
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<td>Russian</td>
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<td>Belarus</td>
<td>Republic of</td>
<td>Iraq</td>
<td>Mozambique</td>
<td>Federation</td>
<td>Togo</td>
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<td>Belize</td>
<td>Congo</td>
<td>Jamaica</td>
<td>Myanmar</td>
<td>Rwanda</td>
<td>Tonga</td>
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<td>Benin</td>
<td>Djibouti</td>
<td>Jordan</td>
<td>(formerly)</td>
<td>Samoa</td>
<td>Trinidad &amp;</td>
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<td>Bhutan</td>
<td>Dominica</td>
<td>Kazakhstan</td>
<td>Burma</td>
<td>São Tomé e</td>
<td>Tobago</td>
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<tr>
<td>Bolivia</td>
<td>Dominican</td>
<td>Kenya</td>
<td>Namibia</td>
<td>Principe</td>
<td>Tunisia</td>
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<td>Botswana</td>
<td>Republic</td>
<td>Kiribati</td>
<td>Nauru</td>
<td>Saudi Arabia</td>
<td>Turkey</td>
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<td>Burkina Faso</td>
<td>Ecuador</td>
<td>Kosovo</td>
<td>Nepal</td>
<td>Senegal</td>
<td>Turkmenistan</td>
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<tr>
<td>Burma (see)</td>
<td>Egypt</td>
<td>Kuwait</td>
<td>Niger</td>
<td>Sierra Leone</td>
<td>Tuvalu</td>
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<tr>
<td>Myanmar</td>
<td>Equatorial</td>
<td>Kyrgyzstan</td>
<td>Nigeria</td>
<td>Solomon</td>
<td>Uganda</td>
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<td>Burundi</td>
<td>Guinea</td>
<td>Laos</td>
<td>North Korea</td>
<td>Islands</td>
<td>Ukraine</td>
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<td>Cambodia</td>
<td>Eritrea</td>
<td>Lebanon</td>
<td>Northern</td>
<td>Somalia</td>
<td>United Arab</td>
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<tr>
<td>Cameroon</td>
<td>Ethiopia</td>
<td>Lesotho</td>
<td>Mariana</td>
<td>South Africa</td>
<td>Emirates</td>
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<tr>
<td>Cape Verde</td>
<td>Fiji Islands</td>
<td>Liberia</td>
<td>Oman</td>
<td>Sri Lanka</td>
<td>Uzbekistan</td>
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<tr>
<td>Central</td>
<td>Gabon</td>
<td>Libya</td>
<td>Pakistan</td>
<td>St Lucia</td>
<td>Vanuatu</td>
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<tr>
<td>African</td>
<td>The Gambia</td>
<td>Madagascar</td>
<td>Palau</td>
<td>St Vincent and</td>
<td>Vietnam</td>
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<tr>
<td>Republic</td>
<td>Georgia</td>
<td>Malawi</td>
<td>Palestinian</td>
<td>the</td>
<td>Yemen</td>
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<tr>
<td>Chad</td>
<td>Ghana</td>
<td>Maldives</td>
<td>Authority</td>
<td>Grenadines</td>
<td>Zambia</td>
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<tr>
<td>China (PRC)</td>
<td>Grenada</td>
<td>Mali</td>
<td></td>
<td>Sudan</td>
<td>Zimbabwe</td>
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</table>

A. Please note, this list is accurate as of August 9, 2011. You are strongly encouraged to visit the following page to personally confirm your visa requirements and obtain more information about applying for a visa: http://www.minbuza.nl/en/services/consular_services/visa/visas_for_the_netherlands_schengen_visas/applying_for_a_schengen_visa.
B. If you are applying for a visa and would like a letter of support, please email the following information to summerschool@hd-ca.org AND tery.vantaack@qeh.ox.ac.uk.
   a. Title(s);
   b. Last Name;
   c. First Name(s);
   d. Gender;
   e. Institutional Affiliation;
   f. Institutional Address;
   g. Your Position at the Institution:
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**STEP 3: ACCOMMODATION**

**Summer School Accommodation**
Below is the suggested modest hotel for the summer school with contact information to make a reservation. **You must make your own accommodation booking for both the summer school and conference.** You do not have to stay at this hotel but if you would like to share a room with a fellow participant of the same gender (and therefore share accommodation costs), this hotel will help coordinate this request.

**WestCord Hotel, Delft**
http://www.westcordhotels.com/hotels%5CHotel-Delft
Reservation contact: Karin Pellekooren, reserveringen.delft@westcordhotels.nl
+31 (0)15 888 90 10
€70.00 (approx. US$100) per single room, per night
€80.00 (approx. US$115) per double occupancy room, per night (shared = €40 per person, per night)
Checking in: 23 August
Checking out: 4 September
= 12 nights

The rate includes wi-fi and breakfast. It is a 10-15 minute walk to the summer school venue. You may also take a 5 minute bus ride and then it is only 5 minutes away from the summer school venue. To take the bus, you must purchase either an ‘anonymous’ or ‘disposable’ ov-chipkaart, see: https://www.ov-chipkaart.nl/allesoverdeov-chipkaart/welkekaartpastbiju/toeristen/?taal=en.

**Conference Accommodation**
Modest conference accommodation can be reserved at the Hotel La Ville Den Haag. It is €51.95/night (approx. US$75) and also includes wi-fi and breakfast. This is an approximately 30 minute walk to the conference venue.

**Hotel La Ville Den Haag, The Hague**
http://www.hotellaville.nl/
Reservation contact: Didi Moret, didi@hotellaville.nl
+31 (0)70 346 36 57
€51.95 (approx. US$75) per person, per night
Checking in: 4 September
Checking out: 9 September
= 5 nights

For more accommodation options and information please visit the conference website. http://www.ethicsandtechnology.eu/subsite/hdca_conference_2011

**STEP 4: ONLINE STATA COURSE**

The summer school focuses on teaching quantitative techniques. As such, a demonstrable knowledge of Stata will be critical in gaining the most out of the course. Those who are very familiar with SPSS only (and not Stata) **must** review the resources guide listed here and complete any one of the suggested online Stata courses in preparation for the summer school. These resources would also be a good Stata refresher course for those who would like to improve their Stata skills.

*Intro to Stata*’ Zipped File
In a separate attachment is an Intro to Stata zipped file that will be very useful in getting you started.

*Suggested Basic Textbooks on Stata*
STATA Press. *Getting Started with Stata for Windows.*
Suggested Stata Resources
There are a lot of useful resources on 'how to use Stata' that you can access online. In general, on the website, http://www.stata.com/links/resources.html, you can find links to other online websites where you will find tutorials on Stata. Moreover, Stata's Frequently Asked Questions (FAQs) section of the website, http://www.stata.com/support/faq, and the email discussion group with contributions and answers from StataCorp staff, available at http://www.stata.com/support/statalist, can also be very useful.

In particular, very good online resources are:
The UCLA Academic Technology Services: http://www.ats.ucla.edu/stat/stata
Prof. Cameron's webpage at the University of Davis: http://cameron.econ.ucdavis.edu/stata/stata.html
Every attendant to the summer school is expected to bring his/her own laptop with STATA 9.2 or higher already installed. The software cannot be provided by the summer school.

A-Z LIST OF PRACTICAL INFORMATION FOR PLANNING YOUR TRIP

Airport / Arrival
Almost all flights to the Netherlands arrive at Schiphol Airport, near Amsterdam. For more information see www.schiphol.nl.

The summer school is hosted by the Faculty of Technology, Policy and Management of Technische Universiteit Delft (TU Delft). According to the TU Delft webpage, http://www.tbm.tudelft.nl/en/about-faculty/departments/iss-department/even-section/conferences/annual-conference/2006/travel-information/, it is recommended one takes the train from Schiphol airport to Delft train stop. It is less than 45 minutes and fare is €8.70 for second class, one way (and €17.40 for a return ticket). To purchase tickets or view timetable, please visit Holland by Train at http://www.ns.nl/.

The Schiphol railway station is situated under the airport arrival hall. The platform direction Den Haag/Rotterdam is accessible from within the arrival hall by an escalator. Do NOT take the direction Amsterdam. The trains run at least twice per hour (night services between 01:00AM to 04:00AM once an hour). Most of the time you will need to change trains in Leiden or in Den Haag HS but the time tables and tracks are synchronised, so changing trains is easy (same platform).

Going from Schiphol to Delft by taxi is rather expensive (over €100 one way). If this is your preference, it is advised to take a taxi at the stand and arrange a price beforehand.

See also ‘public transportation’.

Banking
Credit cards are not widely used in the Netherlands. The Dutch tend to use them for larger purchases such as renting a car, buying over the internet or when travelling abroad. Normally you can use them to pay in hotels and in many restaurants, but in shops and other places it is common to pay with cash. In the case where credit cards are accepted, Visa and MasterCard/Eurocard are widely accepted, as well as cards linked to the Cirrus network.

Money can be obtained from banks or ATM machines. ATMs can be found outside most banks, at airports and at most train stations. There is an ATM on the campus in the STUD building at the beginning of Mekelweg.

Contact with Summer School Organizers
Tery van Taack will be present for most of the summer school to answer your questions. Should you be in urgent need of help with some important issue outside office hours, you can contact one of the following people:
Dress
The course aims to provide a casual, student-like atmosphere so comfortable attire will be the norm. Comfortable walking shoes are also recommended for ease in moving around the city. Delft in August-September has an average temperature range of 10-24°C (50-70°F). Dressing in layers is highly recommended.

Electricity
From [http://www.travel-images.com/electric-plugs.html](http://www.travel-images.com/electric-plugs.html), electricity voltage and frequency in the Netherlands is 230V, 50 Hz. Plugs that work will look like the following illustrations. Please be sure to bring the appropriate adaptor to ensure you can use your laptop in the course.

- Type C: 2 parallel prongs - "French" type
- Type F: "Schuko" type with two earth connectors on the sides

**ERIENCIES**
The general phone number for emergencies in the Netherlands is 112.

Filming
This summer school course will be filmed for the OPHI website. Most of the filming will be of the facilitator and presentation screen. If you have any questions or concerns, please do not hesitate to contact us at summerschool@hd-ca.org.

**HDCA International Conference 2011**
All participants of the summer school are invited to attend the HDCA International Conference 2011 in The Hague, the Netherlands. The conference begins with the Amartya Sen lecture the evening of 5 September and the main conference is 6 to 8 September 2011. Full conference details may be found on the website: [http://www.ethicsandtechnology.eu/subsite/hdca_conference_2011/](http://www.ethicsandtechnology.eu/subsite/hdca_conference_2011/).

**Hotels/Accommodation**
Hotels have been placed on hold for summer school and conference participants. Each participant is responsible for his/her own accommodation booking. Please see Step 3 above for details.

**Location of events**

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<th>Summer School Accommodation</th>
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<td><strong>Faculty Technology</strong></td>
<td><strong>WestCord Hotel Delft</strong></td>
</tr>
<tr>
<td><strong>Policy and Management</strong></td>
<td>Olof Palmestraat 2</td>
</tr>
<tr>
<td><strong>Delft University of Technology</strong></td>
<td>2616 LM, Delft</td>
</tr>
<tr>
<td>Jaffalaan 5</td>
<td>+31 (0)15 88 89010</td>
</tr>
<tr>
<td>2628 BX, Delft</td>
<td><a href="mailto:delft@westcordhotels.nl">delft@westcordhotels.nl</a></td>
</tr>
<tr>
<td>+31 (0)15 27 87100</td>
<td><a href="http://www.westcordhotels.com/hotels%5CHotel-Delft">www.westcordhotels.com/hotels%5CHotel-Delft</a></td>
</tr>
<tr>
<td><a href="http://thm.tudelft.nl/en">thm.tudelft.nl/en</a></td>
<td>For reservations, contact Karin Pellekooren at <a href="mailto:reserveringen.delft@westcordhotels.nl">reserveringen.delft@westcordhotels.nl</a></td>
</tr>
</tbody>
</table>
HDCA International Conference
Amartya Sen lecture (evening September 5th):

De Nieuwe Kerk
Spui 175
2511 BM, Den Haag
+31(0)70-3525354
info@nieuwekerkdenhaag.nl
www.nieuwekerkdenhaag.nl

Main conference (Sept. 6-8th 2011):
Bel Air Hotel Den Haag
Johan de Witlaan 30
2517 JR, Den Haag
+31(0)70-3525354
info@belairhotel.nl
www.belairhotel.nl

HDCA Conference Accommodation
Hotel La Ville Den Haag – The Hague
Veenkade 5-6
2513 EE, Den Haag
+31 (0)70 34 63657
info@hotellaville.nl
www.hotellaville.nl

For reservation, contact Didi Moret at didi@hotellaville.nl

Internet Access
Wi-fi internet access is available at the summer school accommodation, conference accommodation, and we hope to have wi-fi access at the summer school venue.

Public Transportation
The Netherlands has an extensive train system running between the cities.

To reach Delft for the summer school from the Schiphol Airport, Amsterdam, there is a train that departs from Schiphol railway station situated under the airport arrival hall. Please see ‘airport/arrival’ for more details on how to arrive in Delft by train.

If you are attending the conference, to return to Schiphol Airport from The Hague, you can take the train from The Hague Central train station. This train ride takes 30-40 minutes long and runs 7 times per hour. It is €7.50 for a one-way ticket in 2nd class.

You can plan your train journey at http://www.ns.nl/cs/Satellite/travellers. At http://journeyplanner.9292.nl/ you can plan your trip from address-to-address, making usage of a combination of train/bus/tram.

To use a combination of train, bus, and tram, you need an ov-chipcard. The smart card is the size of a bank card and contains an invisible chip. There is no specific OV-chipkaart for tourists. They can use an anonymous or disposable OV-chipkaart:

- The anonymous OV-chipkaart is a plastic card on which an amount or a travel product can be loaded. Simply ensure your euro total has enough to see you to the end of your journey or has a valid travel product
- A disposable OV-chipkaart for one trip or for a predetermined short-term use. For example, a one-day train or bus ticket or a 3-day ticket for all public transport within the city.

The card can be bought at public transport company service desks and points of sale. You can reload the card at vending machines which can be found at train stations, in some buses and, for example, at some supermarkets and tobacconists. Card readers will be at the stops, the stations or on the transport itself: put your card to the reader as you board, and again as you leave, and the journey cost or product will be deducted and you’ll see your current total. A brochure with more information about the chipcard can be downloaded here: http://www.ov-chipkaart.nl/allesoverdeov-chipkaart/welkekaartpastbij/u/toeristen/.
Registration On-Site
The summer school is scheduled to commence at 9:00am on Wednesday 24 August at TU Delft. On-Site registration will take place from 8:00-9:00am the same morning, outside of the summer school room.

Restaurants in Delft
Breakfast is included in the accommodation fee at WestCord Hotel Delft. All other meals are the responsibility of each participant. Many restaurants can be found at the official City of Delft website: http://www.delft.nl/delften/Tourists/Eating_drinking.

Taxis
You can find a complete listing of taxi companies in Delft on http://www.taxibelle.nl/taxibedrijven/zuid-holland/delft/.

The Taxi Act lays down the rules that apply to taxi operators. The Act provides clarity about maximum prices and how these prices must be made visible on and in the taxi itself. In 2007 a much more transparent rate structure was introduced, and all street taxis started using this structure from February 2008. It is often possible to hail a taxi in the street but you will also find special taxi stands at the train stations and various points throughout the city, or you can reliably order a taxi by telephone.

You are advised to take the train from Schiphol Airport to Delft and not take a taxi for this trajectory, as this will be very expensive (over a €100, versus €8.70 for a one-way train ticket).

Tourist Information – Delft
A good starting place for more information on Delft is http://www.delft.nl/delften/Tourists. The Tourist Information Point can be found at Hippolytusbuurt 4, 2611 HN Delft, telephone: +31 (0)15 215 40 51 (http://www.delft.nl/delften/Tourists/Practical/Tourist Information Point).

Visa
Please view Step 2 for information regarding visa requirements, application, and assistance. Please allow plenty of time for visa application processing.