

Travel for REU 2009

Recall that part of the “package” of the CLASSE REU program is to provide you with one round-trip travel expense between your home or school and Cornell. *Be sure to keep receipts!*

Air Travel

The National Science Foundation guidelines require you to use US carriers in coach class seating for air travel. Even within that restriction the amount of money for air travel can vary greatly, so we ask you to plan ahead and look at options to minimize the cost to the program without incurring undue hardship on your part (no sleeping overnight in airport waiting lounges!).

Ithaca has an airport with the primary carriers being USAir, Continental and NorthWest. There is good service between here and New York and Philadelphia and some service connecting to Detroit and Newark. Syracuse has a much larger airport with many carriers and direct flights and often less expensive fares (more competition!). It is about 75 minutes by car to the SYR airport, and the airport limo service costs \$80 (\$110 for a round-trip), which of course is part of the travel reimbursement; but you must reserve this limo service in advance at 800-273-9197 [toll free]; 607-273-3030; 607-273-0375[fx].

Automobile

We will reimburse mileage up to 1000 miles (that’s round-trip or 500 miles each way) at roughly \$0.55/mile, as well as covering the cost of tolls.

Residents at Keeton can park in the WD (West Dorm) lot known as Red Bud. The 10-week cost would be about \$172, and the CLASSE REU would pick up half of that expense as part of your travel package. WD permits do not allow one to park at the Wilson (W) lot, and permits for this are rather expensive. Summer interns are not eligible for parking at Newman Lab (J). The B lot is close to Wilson and is less expensive, but not free. I urge those staying in Keeton to walk or bus to Wilson or Newman during the day and only use your car if you come back in the evening when parking on campus is less restricted.

If you plan to park at Red Bud (WD) we need to know in advance (rsg1 or man5@cornell.edu) and we will get the permits to you before the start of the program and work out “payment” once you are here.

Other Modes of Travel

Ithaca does have frequent bus service from NY City (about a 5 hour ride) via both ShortLine (several times a day) and Greyhound (twice a day). Amtrak trains go to Syracuse, although frequently have delays. There is also the Campus to Campus bus service twice daily connecting the Ithaca campus with the Cornell Weill Medical College in Manhattan; this requires reservations at <http://c2cbus.cbs.cornell.edu/c2c/> .

Cornell Housing Occupancy

The Keeton residence can be available starting Saturday, 30 May, although a Sunday start is preferred by Cornell Housing. The facility must be vacated by 10:00 AM Saturday, 8 August.

Bus Service Once Here

At your CLASSE orientation we hope to distribute TCAT (Tompkins County Area Transit) bus passes to those without cars to make it easier for you to get to shopping, downtown, and local parks.

General Note on Reimbursement and Receipts

Cornell generally reimburses airfare (and other major travel expenses) after both legs of the trip are complete. You will need to provide original receipts for expenses and complete a Travel Reimbursement Form when you get to campus. If you are purchasing your airplane ticket several months in advance of the trip, we can generate a Cash Advance Payment to cover the cost of the ticket. There is a Cash Advance Form you will need to sign (most likely via fax) and you will need to provide a copy of the plane ticket or e-ticket, a copy of the itinerary and proof of payment (*e.g.*, copy of credit card statement showing expenses). You will still need to fill out a Travel Reimbursement Form when you get here. If you're interested in a Cash Advance, please let us know. The person at CLASSE handling these reimbursements is Bill Franklin, rlf2@cornell.edu; his Fax is 607-255-8062.