

## General Arrival Information

Sheffield School is located in the city of **Plantation, Florida**, just to the west of Ft. Lauderdale at 499 NW 70<sup>th</sup> Ave, Plantation FL 33317.

**Very important for ALL students. Please plan your return trip to be at least 3-5 days following the aircraft dispatcher class graduation date, due to practical exam scheduling.**

**Also, for all students (both U.S. and non-U.S.) please ensure that you bring two forms of valid photo ID. For non-U.S.-citizens, one of these must be your passport and the other must be government-issued, such as a driver license. For all students, failure to provide two current, valid forms of identification will prevent you from being certified by the FAA.**

**Very important for international students. PLEASE BE SURE TO HAVE YOUR ORIGINAL I-20 FORM FROM US WITH YOU IN YOUR HAND LUGGAGE WITH YOUR PASSPORT. YOU NEED TO BE ABLE TO PRESENT IT TO CUSTOMS WITH YOUR PASSPORT UPON ARRIVAL IN THE UNITED STATES.**

**FLYING INTO FT. LAUDERDALE:** If practical you should fly into Ft. Lauderdale airport. It is about a 15 to 20-minute taxi ride to the school and to the student housing. The fare is approximately \$35. You can take the **Airline Airport Service** for \$10.00, sharing the ride with other passengers. (Look for the Ground Service Transportation Desk next to the baggage area on the lower level of the airport terminal building.)

**FLYING INTO MIAMI:** If you are flying into Miami airport, look for **Super Shuttle attendants in bright yellow shirts** outside the baggage claim area of any major airline. The van will take one passenger for approximately \$34.00 (additional people will be charged approximately \$8.00 each; prices do change periodically). The shuttle will drop you off right at the student housing or wherever you plan to stay.

**ARRIVING BY CAR FROM THE SOUTH OR FROM THE AIRPORT:** (From Miami, take I-95 north to I-595.) Take I-595 west to the University Drive exit. Drive north on University to Broward Blvd, turn right on Broward Blvd going east until you get to NW 70<sup>th</sup> Ave, turn left onto NW 70<sup>th</sup> Ave heading north. Right after NW 4<sup>th</sup> Street, before NW 5<sup>th</sup> Street, turn left into the parking lot off the '499 Professional Center' Bldg to find our school.

The school is located in the '499 Professional Center' Building located on the southwest corner of NW 70<sup>th</sup> Ave and NW 5<sup>th</sup> Street. Our suite is #110 and overlooks the pond. If you are driving directly to the student housing, please refer to your specific housing arrival information sheet for further instructions.

**ARRIVING BY CAR FROM THE NORTH:** If you are driving, using either the Florida Turnpike or I-95, exit on Sunrise Boulevard and go west on Sunrise Blvd. until you come to NW 65<sup>th</sup> Ave., where you turn left (South). (N.W. 65<sup>th</sup> avenue is exactly one mile west of the Florida Turnpike.) Continue south on N.W. 65<sup>th</sup> avenue, which curves to the right and becomes N.W. 5<sup>th</sup> Street. At the next traffic light, intersection of NW 70<sup>th</sup> Ave and NW 65<sup>th</sup> Ave/NW 5 Street you will see the '499 Professional Center' Building where the school is located.

If you are driving directly to the student housing, please refer to your housing arrival information sheet for further instructions.

**Finding the school from the '499 Professional Center' building parking lot:** Facing the Main Entrance from the parking lot, look to the left of the footbridge leading to the main entrance. The school entrance is located to the left, behind the waterfall.

### **Items to bring to class**

1. Calculator
2. Pen & Pencil
3. Notebook or legal pad for note taking
4. Highlighters
5. If you are a coffee drinker, bring a thermos. Our office building has a vending machine for sodas, but not for coffee. The school housing has coffee makers that you can use to fill your thermos for use throughout the school day.
6. We suggest you bring a sweater or jacket for the classroom, since the air conditioning is sometimes very cold. The dress code for the classroom is **casual**, but no sandals or tank-tops please.
7. **Two current photo IDs** (Passport, Driver License, Military ID, etc.) Make sure the expiration dates of your two forms of ID are after the course completion by at least a few days, and that the names match exactly on both.

**RETURNING TO EITHER AIRPORT AFTER THE COURSE:** The same service will be available from the housing or school. The **Super Shuttle** to the Miami Airport should be arranged the day before departure, by calling 954-764-1700. For pickup to the Ft. Lauderdale Airport call **Airline Airport Express** at 954-561-8888.

**Note:** The prices that we listed above are subject to change without our knowledge. **If you are arriving from outside the U.S., it is advisable to have U.S. currency/cash available for taxi or limo fare.**

If you did not make arrangements for school housing or did not send in a deposit for school housing, it is unlikely that we will be able to accommodate you when you arrive. Please be sure to have all your housing arrangements taken care of before you arrive in Ft. Lauderdale to avoid any unnecessary inconvenience.

Please call us if you should have any questions.

Thank you and have a safe trip,



Katja Morris