



## APPLICATION FORM ACADEMIC YEAR 2023/24

### SUBMIT THE FOLLOWING MATERIALS TO THE FUA-AUF ADMISSIONS OFFICE FOR APPLICATION PROCESSING:

Program application (signed and completed), official transcript, CV, or statement of prior experience  
(if applying for intermediate or advanced levels only), and any additional documentation as specified in STEP TWO for program selection.

Please complete all the application steps including housing request  
(if applicable) and return to [admissions@fua.it](mailto:admissions@fua.it)

### APPLICATION DEADLINES:

#### FALL

Aug Intersession, Aug 4w Session, 15/16w Semester, Session I: July 15  
11/12w Semester, Session II: Aug 15  
Session III: Sept 15  
Session IV: Oct 15

#### SPRING

Jan Intersession, Jan 4w Session, 15/16w Semester, Session I: Dec 15  
11/12w Semester, Session II: Jan 15  
Session III: Feb 15  
Session IV: March 15

#### SUMMER

Summer Semester, I, V, A, C: April 20  
Summer II, VI, D: May 11  
Summer III, VII, B, E: June 1  
Summer IV, VIII, F: June 22

### ACADEMIC CALENDAR 2023 | 2024

Academic calendar dates for the 2023/24 academic year may be consulted at: <https://fua.it/Utility/academic-calendar-detail.html>  
Calendar dates include details for arrivals and housing check-in, orientation, class start/end dates, and housing check-out.

## STEP 1 GENERAL INFORMATION

*Please provide the following personal information:*

Last Name: ..... First Name: .....

Gender:  Male  Female Date of Birth (mm/dd/yy): ..... City/State/Country of Birth: .....

Local Address: .....

City: ..... State: ..... Zip Code: ..... Country: .....

E-mail: ..... Phone: ..... Cell: .....

Permanent Address: .....

City: ..... State: ..... Zip Code: ..... Country: .....

Citizenship: ..... Passport #: ..... Date Issued: .....

Current Home College/University: .....

Current year of study: ..... Major: ..... GPA (min. required 2.75, if applicable): .....

EMERGENCY CONTACT: Name ..... Tel. ....

E-mail: .....

#### HOW DID YOU LEARN ABOUT FUA-AUF?

- |   |  |
|---|--|
| <input type="checkbox"/> Campus visit by FUA-AUF representative                         | <input type="checkbox"/> Study abroad fair             |
| <input type="checkbox"/> Professor  | <input type="checkbox"/> Study abroad officer/director |
| <input type="checkbox"/> Magazine/newspaper   | <input type="checkbox"/> Family/friend                 |
| <input type="checkbox"/> Web/internet resource (Please indicate which resource/s below) |  |

#### WHY DID YOU CHOOSE FUA-AUF? (check all that apply)

- Course offering  Reputation  Location  Cost  Other

#### WHICH OF THE FOLLOWING STUDENT SERVICES/ACTIVITIES OFFERED BY THE INSTITUTION ARE YOU MOST INTERESTED IN JOINING?

- Connecting Cultures: Chat Pal, Community Outreach, Italian Family Club, City Walks
- Sports: Fitness Run, Soccer
- The Gym classes: Yoga, Hip Hop, Abs and Legs, Dynamic Pump, Body Sculpting
- Explorations: EFL Educational Field Learning
- Blending, the Student Newsletter/Magazine: Writing, Copy Editing, Photography, Graphic Design/Layout
- Mind and Body: Fitness and Wellness workshops, walks and training
- Musing Club: Music and Performing Arts in Florence

The Student Life and Development Department was created to offer all students a safe, educational, and entertaining environment in which they can discover the city of Florence, Italian culture, and the language. Our students will develop new lifelong relationships while becoming acquainted with the local community. The mission of the Student Life and Development Department is to offer a unique, culturally relevant and personally enriching program of activities that will enhance students' overall study abroad experience.

## STEP 2 PROGRAM SELECTION

Please select the type of program you wish to enroll in from the options on the following pages (2-7) and complete the relevant information:

### PROGRAM OPTION 1 STUDY ABROAD PROGRAM

**Please note:** Once you arrive on site, you will not be allowed to change programs. Tuition costs vary according to program selection (see pricing information on page 8).

**For ALL students:** Students may receive credits for the courses taken at FUA-AUF via our School of Record, the University of South Florida (USF) upon request for an additional fee. Please complete STEP 6 and fill out the USF Conduct Waiver located on page 12 of this application form.

**For US students:** Make sure you receive approval for your course selection and credit transfer from home institution and that you do not exceed the total number of credits allowed. Students already receiving Financial Aid, who need certification for studies abroad, should send the necessary documentation along with the completed application form.

**Students applying for classes with prerequisites should submit an official transcript and CV/resumé to [admissions@fua.it](mailto:admissions@fua.it)**

**SESSION SELECTION:** (For dates see the Academic Calendar on pages 14-17) or visit <https://fua.it/Utility/academic-calendar-detail.html>

#### FULL SEMESTER (15/16 WEEKS):

Fall  Spring  Summer (indicate below the combination of intensive sessions to fulfill a 12-week Summer semester)

#### INTENSIVE SEMESTER (11/12 WEEKS):

Fall  Spring

#### INTENSIVE SESSIONS/QUARTER (11/12 WEEKS):

(Any three consecutive 3-week sessions may be combined into a quarter session)

Fall  Spring  Aug./Jan. Intersession  Session I  Session II  Session III  Session IV

Summer

1-week	<input type="checkbox"/> Session C	<input type="checkbox"/> Session D	<input type="checkbox"/> Session E	<input type="checkbox"/> Session F
3-week	<input type="checkbox"/> Session I	<input type="checkbox"/> Session II	<input type="checkbox"/> Session III	<input type="checkbox"/> Session IV
4-week	<input type="checkbox"/> Session V	<input type="checkbox"/> Session VI	<input type="checkbox"/> Session VII	<input type="checkbox"/> Session VIII
6-week	<input type="checkbox"/> Session A	<input type="checkbox"/> Session B		

#### INTENSIVE STUDY AWAY PROGRAM

##### TUTTOSCANA - FLORENCE-NYC

FUA-AUF's TuttoToscana Study Away program is a flexible model for international study opportunities in Florence and New York City in the Fall and Spring seasons. Students may select Session II courses in Florence geared towards the preparation for TuttoToscana events and activities in NYC during Intersession Week III.

**Important:** FUA-AUF will provide proof of enrollment for immigration purposes, however students are responsible for meeting all immigration deadlines and requirements. Please consult the U.S. Department of State website to find out whether or not your country is a part of the visa waiver program. Students are responsible for their own transportation to, accommodation in, and health insurance coverage for the duration of the New York City portion of the program. FUA-AUF provided insurance coverage for Florence does not extend outside of Italy.

Please select your preferred area below and list course choices on page 3. Courses held in Florence can be found in the academic schedule online for Fall Session II. The 1-Week courses held in NYC can be found in the academic schedule online for Fall Intersession Week III.

#### Fall

**Area 1:** Special Event Management  3 Credits (NYC ONLY)  6 credits

**Area 2:** Food Management and Production for Special Events  3 Credits (NYC ONLY)  6 credits

Please select your chef jacket size:  S  M  L  XL  XXL

Courses held in Florence can be found in the academic schedule online for Fall Session II. The 1-Week courses held in NYC can be found in the academic schedule online for Fall Intersession week III. Please select course choices on page 3.

Tuition cost is based on the number of credits completed at FUA-AUF.

#### FOR ALL SESSIONS:

Students are responsible for requesting courses for which their home institution will grant them credits. Students wishing to earn more credits than the maximum indicated per session must request approval from their home institution.

Please check course schedules for all courses: [www.fua.it](http://www.fua.it) in the Academics area of our website.

Alternative course options are mandatory: **Applications will not be accepted if mandatory alternates are missing.**

It is possible to select an internship course according to the catalog offer. **Please note: Internship courses may not be dropped.**

**SEMESTER STUDENTS (15/16/11/12 WEEKS)**

Please select your course choices (minimum 12 credits - maximum 18 credits).

**QUARTER STUDENTS**

Please select your course choices (minimum 9 quarter credits - maximum 27 quarter credits).

Students must be enrolled in at least 4.5 quarter credits per intensive session of attendance.

**INTENSIVE SESSION PROGRAM STUDENTS**

Minimum and maximum credit load vary depending on duration of intensive sessions. Approval required to earn more credits than those indicated per session: 1-week: 3 credits/3-week: up to 6 semester credits/4-week: up to 9 semester/6-week: up to 12 semester credits.

Please indicate your course choices in the table below. Please consult the online schedule for your session of interest which can be viewed on the FUA-AUF website: <http://fua.it/academics/academic-schedule.html>

	Code	Credits	Section	Course title	Days	Time
<b>1<sup>st</sup> class</b>						
alternate						
<b>2<sup>nd</sup> class</b>						
alternate						
<b>3<sup>rd</sup> class</b>						
alternate						
<b>4<sup>th</sup> class</b>						
alternate						
<b>5<sup>th</sup> class</b>						
alternate						
<b>6<sup>th</sup> class</b>						
alternate						

**Note:** Once the program has started, students are entitled to ONLY one final course change (Add 1 course OR drop 1 course OR simultaneously drop one course and add another) to their schedule. This may ONLY be done during the designated Final Registration period. Students will be given instructions during Orientation or they can contact the Registrar's Office for further information.

The school reserves the right to cancel a class should it not reach the minimum number of students required. Students will be enrolled in their alternate classes.

**NON-CREDIT COURSES**

Non-credit courses are offered in five subject areas: Italian Regional Cuisine, Tuscan Cuisine, Italian Wine Culture, Italian Baking and Pastry, and Gastronomic Walking Tours. Each course lasts for three weeks, with one lesson per week. Please see the schedule under the relevant session of interest:

<http://fua.it/academics/academic-schedule.html>

	Extra Non-Credit Course (at additional cost)			Session	
<b>1<sup>st</sup> class (3weeks)</b>		NC		<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC		<input type="checkbox"/> III	<input type="checkbox"/> IV
<b>2<sup>nd</sup> class</b>		NC		<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC		<input type="checkbox"/> III	<input type="checkbox"/> IV
<b>3<sup>rd</sup> class</b>		NC		<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC		<input type="checkbox"/> III	<input type="checkbox"/> IV
<b>4<sup>th</sup> class</b>		NC		<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC		<input type="checkbox"/> III	<input type="checkbox"/> IV

## PROGRAM OPTION 2 CERTIFICATE CAREER PROGRAM

**Please note:** Once you arrive on site, you will not be allowed to change programs. Tuition costs vary according to program selection (see page 8).

**For ALL students:** Students may receive credits for the courses taken at FUA-AUF via our School of Record, the University of South Florida (USF) upon request for an additional fee. Please complete STEP 6 and fill out the USF Conduct Waiver located on page 12 of this application form.

**For students enrolled in U.S. institutions:** Make sure you receive approval for your course selection and credit transfer from your home institution prior to enrollment, and that you do not exceed the total number of credits allowed. Financial aid may be available for Certificate Career programs through USF and the U.S. Department of Veterans Affairs.

**Program Structure and Options:** All Year 1 programs start in the Fall and are scheduled according to the FUA-AUF 3-week intensive program sessions. Year 2 programs in Culinary Arts - Commis Chef and Baking and Pastry - Commis Chef start in the Fall, Summer, and Spring.

Each Certificate Career Program year is composed of two academic seasons. Each session features coursework in Sessions I-II-III-IV. Each academic season features five courses: four 3-credit courses and one 6-credit course with an Experiential Learning component. The first season also includes a 1-credit, mandatory workplace health and safety seminar.

The August Intersession prior to the Fall start offers an optional Italian/English language program. The January Intersession between Fall and Spring requires a mandatory, non-credit Experiential Learning project (SPEL). Attendance at EL projects in the Intersession weeks, where indicated, are also mandatory.

### Sample Certificate Career Program Year 1 for all programs

**Please note:** Year 1 starts in the Fall only. Some Career Program courses may be held in the 11-week semester (Session II-III-IV duration).

#### Fall

August Intersession	IW1	Session I	IW2	Session II	IW3	Session III	IW4	Session IV
Optional English or Italian Language		Common Core course 1	EL	Common Core course 2	EL	Common Core course 3	EL	Common Core course 5
						Common Core course 4		

#### Spring

August Intersession	IW1	Session I	IW2	Session II	IW3	Session III	IW4	Session IV
Special Project: Experiential Learning		Common Core course 1	EL	Common Core course 2	EL	Common Core course 3	EL	Common Core course 5
						Common Core course 4		

### Sample Certificate Career Program Year 2 for all programs - Fall + Spring

#### Fall

August Intersession	IW1	Session I	IW2	Session II	IW3	Session III	IW4	Session IV
Optional English or Italian Language		Specialization course 1	EL	Specialization course 2	EL	Specialization course 3	EL	Specialization course 5
						Specialization course 4		

#### Spring

August Intersession	IW1	Session I	IW2	Session II	IW3	Session III	IW4	Session IV
Special Project: Experiential Learning		Specialization course 1	EL	Specialization course 2	EL	Specialization course 3	EL	Specialization course 5
						Specialization course 4		

## CERTIFICATE CAREER PROGRAM SELECTION

### PROGRAM LEVEL

#### APPLICATION REQUIREMENTS FOR YEAR 1

- Application form and fee
- High school diploma
- English fluency

#### APPLICATION REQUIREMENTS FOR YEAR 2 (DIRECT ACCESS TRACK)

Candidates may directly access Year 2 by fulfilling one of the following:

- Completion of the coursework related to Year 1
- If studies equivalent to Year 1 can be demonstrated, candidates must provide proof of equivalency by submitting an academic transcript.
- **DIRECT ACCESS TRACK:** Those with no prior experience/academic background in the chosen area of study may also request admission to Year 2 by completing the Direct Access track (see next section "Program Scheduling"). The track requires the fulfillment of two mandatory courses in the two intensive sessions (III and IV) in the academic season prior to the regular Year 2 start. This option allows students to rapidly gain the foundational knowledge necessary to successfully attend Year 2 in a shorter timeframe.  
Please note that students opting for this track will not receive a program certificate but an official letter of coursework completion, as program attendance does not cover the full 2-year course curriculum.

#### APPLICATION REQUIREMENTS FOR YEAR 3

Candidates may directly access Year 3 of the Food, Wine, and Wellness program if in possession of one of the following:

- Completion of the coursework related to Years 1 and 2
- An Associate's Degree in Culinary Arts or Baking and Pastry. CV and transcript submission required.
- A Bachelor's Degree in Culinary Arts, Baking and Pastry, or Hospitality. CV and transcript submission required.
- At least 3 years of related professional experience. CV submission required.

### PROGRAM SCHEDULING

YEAR 1 AREAS OF STUDY One-Year Certificate	YEAR 2 SPECIALIZATIONS Two-Year Advanced Certificate	YEAR 3 (Culinary/Baking only) Third-Year Master-Level Certificate
<input type="checkbox"/> Communication and Interactive Digital Media	<input type="checkbox"/> Photography <input type="checkbox"/> Visual Communication <input type="checkbox"/> E-Publishing <input type="checkbox"/> Product Design	
<input type="checkbox"/> Fashion Design, Merchandising, and Media	<input type="checkbox"/> Fashion Design and Technology <input type="checkbox"/> Accessory Design and Technology <input type="checkbox"/> Fashion Merchandising, Marketing, and Retail <input type="checkbox"/> Fashion Communication, Promotion, and Media	
<input type="checkbox"/> Hospitality Management (Food and Beverage Service Supervisor*)	<input type="checkbox"/> Hospitality Management Reception Professional* <input type="checkbox"/> Special Event Management <input type="checkbox"/> Spa Management <input type="checkbox"/> Real Estate and Facilities Management	
<input type="checkbox"/> Food, Wine, and Wellness Studies	<input type="checkbox"/> Culinary Arts Chef de Partie* <input type="checkbox"/> Baking and Pastry Chef de Partie <input type="checkbox"/> Wine Studies and Enology Junior Sommelier* <input type="checkbox"/> Wellness, Health, and Nutrition	<input type="checkbox"/> Culinary Arts Sous Chef* <input type="checkbox"/> Baking and Pastry Sous Chef

\*WACS-recognized, for further details please visit the Apicius certification page: <http://apicius.it/wacs-fast-track>

#### ADDITIONAL LANGUAGE OPTIONS

**August Intersession prior to Fall start  
(all programs)**

English  Italian  
Specify level:  Beginner  Non-Beginner

**January Intersession prior to Spring start  
(Baking and Pastry & Culinary Arts Year 2 only)**

English  Italian  
Specify level:  Beginner  Non-Beginner

**Spring Session IV prior to Summer start  
(Baking and Pastry & Culinary Arts Year 2 only)**

English  Italian  
Specify level:  Beginner  Non-Beginner

#### DIRECT ACCESS TRACK

**Year 2 Fall start (all programs)**

2 direct access courses in Summer III-IV  
1 optional language course in Aug Intersession prior to Year 2 Fall start, included in tuition:  yes  no  
If yes for optional language, please specify:  English  Italian  Beginner  Non-Beginner

**Year 2 Spring start (Baking and Pastry & Culinary Arts Year 2 only)**

2 direct access courses in Fall III-IV  
1 optional language course in Jan Intersession prior to Year 2 Spring start, included in tuition:  yes  no  
If yes for optional language, please specify:  English  Italian  Beginner  Non-Beginner

**Year 2 Summer start (Baking and Pastry & Culinary Arts Year 2 only)**

2 direct access courses in Spring III-IV  
1 optional language course in Aug Intersession immediately AFTER Summer semester, included in tuition:  yes  no  
If yes for optional language, please specify:  English  Italian  Beginner  Non-Beginner

**If you are applying for regular Year 2 Baking and Pastry Commis Chef or Culinary Arts Commis Chef, please select your desired program start:**

Fall  Spring  Summer

**Please select your jacket size** (only for Hospitality Management, and Food, Wine, and Wellness Studies)

S  M  L  XL  XXL

## PROGRAM OPTION 3 AMERICAN-STYLE, 4-YEAR BACHELOR'S DEGREE PROGRAMS

**Please note:** Once you arrive on site, you will not be allowed to change programs. Tuition costs vary according to program selection (see page 8).

**For ALL students:** Students may receive credits for the courses taken at FUA-AUF via our School of Record, the University of South Florida (USF) upon request for an additional fee. Please complete STEP 6 and fill out the USF Conduct Waiver located on page 12 of this application form.

### BACHELOR'S DEGREE PROGRAM SELECTION

FUA-AUF offers four American-Style 4-year programs that consist of at least 120 credit hours each. Please select the program you wish to apply for by checking the appropriate boxes below:

**B.A. in Cultural Studies - Concentrations in:**

- Fine Arts
- Art History

**B.A. in Digital Publishing and Communication - Concentrations in:**

- Digital Media
- E-Publishing
- Visual Communication
- Product Design

**B.A. in Food and Wine Studies - Concentrations in:**

- Culinary Arts
- Enology
- Baking and Pastry
- Wellness, Health, and Nutrition

**B.A. in Hospitality Management - Concentrations in:**

- Hospitality Management
- Special Event Management
- Real Estate Management
- Wellness Management

**B.A. in Fashion Design, Merchandising, and Media - Concentrations in:**

- Accessory Design and Technology
- Fashion Communication, Promotion, and Media
- Fashion Design and Technology
- Fashion Merchandising, Marketing, and Retail

### PROGRAM START - SESSION SELECTION

Please select your preferred starting session: **Semester:**  Fall  Spring  Summer

For dates, see the Academic Calendar on pages 14-17 or visit <https://fua.it/Utility/academic-calendar-detail.html>

### Admissions requirements

FUA-AUF reviews applications from all over the world. We believe that the blending of cultures creates a more diverse and rich student body that adds to each student's educational experience. Each application we receive is individually reviewed before a decision is made.

- Application form and fee: students must submit a completed and signed application form along with the application fee in order for their application to be reviewed.
- Applicants to all Bachelor's Degree programs are required to submit a complete certified/official high school transcript and diploma obtained. If not in English, a certified English translation is required.
- Applicants seeking to transfer credit from another higher education institution must submit a copy of their certified/official transcript and diploma, if obtained, along with course descriptions and syllabi for faculty evaluation.
- GPA Requirements: Students transferring from U.S. and Canadian institutions, wishing to complete their undergraduate program with FUA-AUF, must meet a minimum required cumulative GPA of 2.75.
- Language proficiency: 6.5 IELTS or 71 TOEFL IBT. Students who score 6.0 IELTS or 61-71 TOEFL IBT will be required to take LACWRS070 (Research and Academic Skills) and LACWWR101 (Fundamentals of Writing).
- Each qualified applicant will be interviewed by an FUA-AUF Admissions officer or their nominee in person, by telephone, or other communication means. The main purpose of the interview is to select motivated applicants with the ability to benefit from a solid commitment to our program. FUA-AUF actively encourages applications from students of all ages, genders, ethnic and/or social backgrounds, and from students with disabilities.
- Letters of Recommendation: at least one letter of recommendation must accompany the application. It must be addressed to the FUA-AUF Registrar's Office and sent electronically directly by the reviewer. Letters submitted by the student are not acceptable. The contents of the letter should address the student's academic ability, potential and what the applicant will gain from studying at FUA-AUF and in Florence.
- Personal Statement: Applicants must include a personal statement. This letter should help school officials learn more about the applicant and their qualities beyond test scores, grades, and work history.
- Resumé/Curriculum Vitae: Applicants can elect to send a resumé/curriculum vitae along with their application. This document should reflect the applicant's work and research history.
- Direct admission to the Bachelor's Degree programs is granted upon completion of select Associate's Degrees/Certificate Career programs. See [www.fua.it](http://www.fua.it) for further information.

**Please note:** FUA-AUF requires an overall minimum grade point average of 2.00, with no more than one grade lower than C- in core courses.

**PROGRAM OPTION 4 NON-CREDIT INTERNSHIP/EXPERIENTIAL LEARNING PROGRAM**

**Please note:** Once you arrive on site, you will not be allowed to change programs. Tuition costs vary according to program selection. (See pricing information on page 8).

**PROGRAM LENGTH**

Program start: please select a Fall, Spring or Summer session below:

- Fall**                       August Intersession       Session I       Session II       Session III       Session IV
- Spring**                     January Intersession       Session I       Session II       Session III       Session IV
- Summer**                     Session I       Session II       Session III       Session IV

Based on your selected starting date, please indicate the desired program lengths in weeks.

Number of weeks: .....

**Please note:** there is a minimum length of 3 weeks for Experiential Learning courses and 6 weeks for internships.

**FOR INTERNSHIP APPLICANTS ONLY - PLEASE SELECT YOUR LEVEL OF ITALIAN LANGUAGE:**

Internships (external placements) require a minimum of 3 weeks of Italian language. Some internship placements may also have particular language level requirements. How many college semesters, or equivalent, of Italian language have you completed? .....

Please indicate your estimated Italian language level: .....

Please select the Italian language level you wish to take at FUA-AUF:

- Beginner (no prerequisite)
- Intermediate I (prerequisite: 1 semester of Italian language)
- Intermediate II (prerequisite: 2 semesters of Italian language)
- Intermediate III (prerequisite: 3 semesters of Italian language)
- Advanced (prerequisite: 4 semesters of Italian language)

Number of weeks: ..... **Please note:** minimum of 3 weeks of Italian language for external placement only.

**INTERNSHIP PLACEMENT/SPECIAL PROJECT EXPERIENTIAL LEARNING FIELDS**

Please write your 3 preferred Special Project Experiential Learning or Internship courses as per the FUA-AUF Academic Schedule online.

Please contact the Registrar’s Office for information regarding placements available during the desired period of study.

- 1** .....
- 2** .....
- 3** .....

Please note that FUA-AUF strives to place candidates in their first selected field, however, depending on the availability of placements with our external partners, FUA-AUF reserves the right to place a student according to their second or third choices.

**INTERNSHIP/EXPERIENTIAL LEARNING PROGRAM APPLICATION PROCESS**

- 1** Complete all steps of the application form.
- 2** Include the following materials with your application:
  - Official transcript or record of previous courses taken
  - Resumé/CV and statement of prior experience
  - Cover Letter
  - Portfolio with examples pertaining to your desired field where relevant (e.g. art, graphics, fashion, photography, design and visual communication positions). See Academic Schedule for prerequisites.
- 3** An online phone conference will be scheduled with the candidate.
- 4** Acceptance into the program will be officially communicated by the Registrar’s Office.

## STEP 3 COSTS & PAYMENT POLICY

Please use the table below to calculate your program cost and complete your payment summary

**Tuition costs:** Please note: 50% deposit is required to confirm enrollment

TUITION COSTS						
	Under 5 credits	6-11 credits	12-18 credits	19-35 credits	36+ credits	Graduate Studies
<b>Tuition per credit</b>	500 EUR	450 EUR	420 EUR	360 EUR	210 EUR	250 EUR
NON-CREDIT PROGRAM COSTS						
All prices are per week						
	3-9 Weeks		10 + Weeks			
<b>Italian Language</b>	185 EUR		150 EUR			
<b>Internship/ Experiential Learning and Housing*</b> <small>Cannot be separated</small>	350 EUR Single supplement 50 EUR		300 EUR Single supplement 50 EUR			
ADMINISTRATIVE AND STUDENT FEES						
Non-refundable, mandatory fees for each season of registration						
<b>Application Fee</b> <small>One-time only</small>	120 EUR	120 EUR	120 EUR	120 EUR	120 EUR	120 EUR
<b>Student Services Fee</b>	120 EUR	120 EUR	220 EUR	220 EUR	220 EUR	220 EUR
<b>Library Fee</b>	25 EUR	25 EUR	40 EUR	40 EUR	40 EUR	40 EUR
<b>Payment Processing Fee</b> <small>Each payment transaction</small>	50 EUR	50 EUR	100 EUR	100 EUR	100 EUR	50 EUR
<b>Student Kit</b> <small>One time fee for career programs only</small>	N/A	N/A	600 EUR	600 EUR	600 EUR	N/A
<b>Late Registration Fee</b>	300 EUR	300 EUR	1000 EUR	1000 EUR	1000 EUR	1000 EUR
<b>Late Payment Fee</b>	15 EUR	15 EUR	15 EUR	15 EUR	15 EUR	15 EUR
<b>Remote learning switch*</b>	80 euros per class					
	150 euros per final exam for courses that do not already have a remote delivery format					

\* Remote learning switch requests for non-Iconic courses, only upon approval.



### HOUSING AND FIELD LEARNING ACCOMMODATION COSTS

Apartment stay: all prices are per week and include 5 meal units per week (Semester: 16 weeks)

Homestay: breakfast and dinner Monday through Thursday.

Field Learning Accommodation: breakfast and 1 other meal per day for 1- and 3-week Field Learning Programs. Single rooms not available.

PLEASE SEE PAGE 11 FOR INSTRUCTIONS ON HOW TO CALCULATE HOUSING AND FIELD LEARNING ACCOMMODATION COSTS

Apartment	1-4 weeks	5-9 weeks	10-12 weeks	+13
Single (private bathroom supplement Euro 25/ week)	Euro 400	Euro 360	Euro 330	Euro 310
Double (private bathroom supplement Euro 15/ week)	Euro 350	Euro 310	Euro 280	Euro 260
Multiple	Euro 300	Euro 280	Euro 255	Euro 240
Private apartment (Studio or 1-bedroom only)	Euro 1150	Euro 960	Euro 885	Euro 850

### FAMILY STAY AND FIELD LEARNING RESIDENCY

Included meal plan: Breakfast and dinner Mon-Thurs for family stays, breakfast and one meal per day for 1 and 3-week Field Learning programs.

Please note: multiple occupancy rooms are not always available for family stays, single occupancy rooms are not available for field learning programs.

Family Stay / Field Learning	1-4 weeks	5-9 weeks	10-12 weeks	+13
Family Stay Single	Euro 435	Euro 390	Euro 365	Euro 350
Family Stay Double / Field Learning Multiple	Euro 385	Euro 340	Euro 315	Euro 300

### OPTIONAL SERVICES

Airport Pick-up	<input type="checkbox"/> Florence - 60 EUR Available on the designated check-in day only, between 9:00 am and 7:00 pm, from Florence Amerigo Vespucci Airport only. For students with FUA-AUF housing only.			
USF Transcript Undergraduate Credit	<input type="checkbox"/> 1-9 credits: 300 EUR	<input type="checkbox"/> 10-18 credits: 540 EUR	<input type="checkbox"/> 19+ credits: 700 EUR	
USF Transcript Graduate Credit	<input type="checkbox"/> 1-3 credits: 250 EUR	<input type="checkbox"/> 4-9 credits: 400 EUR	<input type="checkbox"/> 10-18 credits: 600 EUR	
Additional Meal Units	<input type="checkbox"/> 15 Units - 52 EUR	<input type="checkbox"/> 35 Units - 121 EUR	<input type="checkbox"/> 75 Units - 258 EUR	<input type="checkbox"/> 90 Units - 310 EUR
Graduation Fee				100 EUR
Extra Copy of Transcript*	20 EUR	20 EUR	20 EUR	20 EUR
Duplicate Diploma /Certificate*	20 EUR	20 EUR	20 EUR	20 EUR
Duplicate Bill/ Duplicate letters of enrollment*	5 EUR	5 EUR	5 EUR	5 EUR

\* Plus shipping costs, if applicable.

### PAYMENT SUMMARY

Using the above chart please calculate your tuition, housing (if applicable), and any additional fees:

Total: ..... 50% due at time of enrollment: ..... Balance due one week prior to the start of term: .....

### Payment Methods

By Credit Card: Please contact [bursar@fua.it](mailto:bursar@fua.it)

By Bank Transfer: Please contact [bursar@fua.it](mailto:bursar@fua.it)

## STEP 4 OTHER INFORMATION AND SIGNATURES

Please carefully read the information and policies below and sign to accept the terms and conditions

As soon as we receive your deposit (50% of the total) we will issue a letter of enrollment. The letter of enrollment should be used to obtain a student visa at your nearest Italian Consulate or Embassy. Visa requirements depend on student nationality and the period of study. The student is responsible for obtaining the student visa. If a visa must be requested, a copy of all documents presented at the Consulate must be brought to Florence. Once in Florence, those documents will be used to request a "Permesso di Soggiorno" (permit of stay) from the Immigration Office. FUA-AUF staff will assist with this step of the process upon arrival in Florence. For some shorter stays, a passport may be sufficient. For questions relating to your immigration status, visa applications and permit of stay renewals, please refer to your local Italian Embassy or Consulate. Tuition is due in full before the start date of your chosen program. For students enrolling in a 2 or 4 year program, balance is due before the end date of the first/third year of study.

For all programs tuition/entire program cost liability is based on the date on which a formal written cancellation request is received by FUA-AUF. If a cancellation notice is received:

■ **Tuition:**

- 30+ days before arrival, 30% penalty
- 30-7 days before arrival 50% penalty
- Less than 7 days before arrival 100% penalty

■ **Housing:**

- 40+ days before arrival, 30% penalty
- Less than 40 days before arrival, 100% penalty

Under no circumstances will a refund be made. Failure to attend does not constitute official cancellation.

A term starts on the arrival date indicated in the FUA-AUF Academic Calendar (please see pages 14-17 of application form). No refund will be made under any circumstances until the official enrollment letter has been returned to FUA-AUF. A student who enrolls for more than one semester and who wishes to withdraw before completing the entire duration they applied for will NOT receive a refund of any kind.

Students with certified learning disabilities requesting academic accommodations must include documentation along with the application form.

FUA-AUF is committed to providing all students with a comfortable, productive and non-discriminatory academic environment. Assistance is offered to students who have certified learning disabilities and submit documentation to the Academic and Admissions Offices before arrival in Florence. Students should note that they may not have the same level of services and facilities available to them at their home institution. Notification or documentation of a learning or physical disability may not be submitted once the term has started. FUA-AUF will process the request and inform the student of accommodations if authorized.

All students must be covered by international health insurance for the duration of their stay in Italy. Non-EU citizens will automatically receive coverage through GeoBlue health insurance, the most comprehensive study abroad insurance available. This makes health care available to students while they are in Italy as well as a 24-hour assistance for emergencies or questions. For more information go to: <https://www.geo-blue.com>. Students are requested to inform the Admissions Office if they already have international insurance coverage. EU citizens are responsible for ensuring that they have adequate health insurance coverage for the duration of their stay.

The program involves studying at FUA-AUF in Italy and may include living with a host family or in an apartment in the host city. Group excursions and social/cultural activities are routinely offered to participants. Some trips will be overnight and most will involve transportation on a bus and/or train. The Undersigned fully understands that there are certain dangers, hazards, and risks inherent in international travel, group excursions, and in the activities included in the FUA-AUF program and has signed this document in full recognition and appreciation of the dangers of these activities, which dangers include, but are not limited to, physical injuries (minimal, serious, catastrophic) and/or property loss or damage. The Undersigned expressly acknowledges that the participant is not required to participate in this FUA-AUF program, but chooses to do so. The Undersigned therefore agrees to assume and take on all responsibilities in any activities associated with the FUA-AUF's program in Italy. In consideration of, and in return for, the service, facilities and other assistance provided to participants by FUA-AUF, we, along with any of our assignees, heirs, distributees, guardians, and legal representatives release FUA-AUF and its Italian institutions from any and all liability, claims and actions that may arise from injury, harm or death to the Undersigned and from loss or damage to the Undersigned's property in connection with these activities. The Undersigned understands that this release covers liability, claims and actions caused entirely or in part by any acts or failure to act by FUA-AUF and/or FUA-AUF office, including but not limited to negligence, mistake, or failure to supervise by FUA-AUF or any of its employees, agents, or contractors.

I understand that as a student attending an FUA-AUF program, I represent my home institution and will behave as an ambassador for this institution. Therefore, all policies governing behavior as printed in my home institution's Student Code of Conduct apply to me during my participation in the FUA-AUF program, in addition to the Student Code of Conduct for my chosen FUA-AUF program. I understand that information regarding any behavior found disruptive or offensive to the FUA-AUF program will be released to my home institution's study abroad office. I understand that FUA-AUF must take steps to ensure that no offensive, disruptive or potentially dangerous conduct occurs. Accordingly, FUA-AUF reserves the right to dismiss a student from the program on the basis of any observed conduct or behavior which causes concern for the safety and well-being of students or others.

FUA-AUF shall have the authority to make the final decision on a participant's dismissal from the program. Misconduct includes actions that violate school regulations or Italian law, or in the judgment of the school and/or FUA-AUF officials, jeopardize the welfare of that student, other individuals or the program. It is understood that no refund of tuition, fees or rent will be given if a student is dismissed from the program. Such actions include, but are not limited to, the following: Excessive unauthorized absence from class and/or other organized program activities - The use of threats or physical violence - Violation of Italian laws - Violation of school or housing regulations - Damage to or destruction of school, residence, or student property - Alcohol or substance abuse - Reckless or dangerous behavior.

Transcripts are released approximately 6 weeks after a term ends. FUA-AUF reserves the right to withhold a transcript in the case of unpaid balances due, including balances due to FUA-AUF academic institutions, any FUA-AUF agent, contractor or program partner. Transcripts will be released once accounts are paid in full. Upon request and for an additional fee (see STEP 6), credits can be granted for the courses completed at FUA-AUF through the FUA-AUF University of Record, University of South Florida (USF). USF will issue (1) transcript per student upon completion of their term.

All students requesting a University of South Florida (USF) transcript are required to submit, along with their Application Form, the USF Conduct Waiver (see page 12). Failure to submit this form will result in a student not being granted credits for their courses by USF.

FUA-AUF is fully committed to respecting the privacy of all applicants and all visitors to its website. The information that you provide to FUA-AUF will only be used for the purpose of looking after your interest in the FUA-AUF program. Your personal information will be used by FUA-AUF in accordance with the provisions of the EU General Data Protection Regulation (GDPR) (EU) 2016/679 and with Italian law D. Lgs. 101/18.

I certify that I am in good academic standing at my home institution (if applicable) and that I meet its requirements and deadlines to be eligible to study abroad.

I certify that I have carefully considered each question and that my statements are true and complete to the best of my knowledge. I accept as binding any and all conditions that normally apply to admission to FUA-AUF.

All of the information provided here is correct and valid. I understand and hereby accept that any falsification or untrue statements are subject to prosecution under Italian law.

I agree that by signing this application form I will abide by the general rules, academic rules, and all FUA-AUF policies present on the website: [www.fua.it](http://www.fua.it)

Signature of Applicant: ..... Date: .....

I have read and agree with the above statements. I have carefully reviewed all the information that I am submitting.

Signature of Applicant: ..... Date: .....

I understand that I am responsible for my course selection and that I must obtain pre-approval for transferable credits.

Signature of Applicant: ..... Date: .....

I authorize the use of my personal information by FUA-AUF, which will treat it in accordance with the provisions of the EU General Data Protection Regulation (GDPR) (EU) 2016/679 and with Italian law D. Lgs. 101/18.

Signature of Applicant: ..... Date: .....

## STEP 5 ACCOMMODATION

### HOUSING INFORMATION

Apartment and homestay options are arranged for enrolled students. Please note that FUA-AUF housing is mandatory for the first academic year of study (two academic seasons) of the Bachelor's Degree program and first semester of the AA/Career program. FUA-AUF does not own or lease apartments but works as a facilitator to assist students in finding accommodation only during their stay in Florence. FUA-AUF sole intention is to facilitate the students' study abroad experience. Students are not obliged to secure housing through FUA-AUF. Students choosing to secure housing independently must notify the FUA-AUF Registrar's Office upon enrollment.

The rental period begins on the program start date and ends one day after the last day of class. Check-in time is only from 9 am to 7 pm on check-in day. For any arrivals outside that time, you must contact FUA-AUF. Check-out time must be no later than 10am on check-out day. Please fill in and sign your Housing Request Form (page 12) and send it to the FUA-AUF Registrar's Office by the application deadline. A 250 EUR security deposit authorization must be supplied on arrival in Florence. Students will be responsible for any damages to their apartment or its furnishings and will have all damage costs removed from their security deposit.

Please note: FUA-AUF will only assign housing to students who request housing within the designated deadline. Housing requests received after the application deadline will not be honored. In addition, FUA-AUF reserves the right not to accept requests that are received when no more apartments are available. In this case, students will be notified and instructed to select another housing option. In the case of no further availability, FUA-AUF will be available for further consultation. Apartments will be assigned according to availability. Depending on their request, students will be assigned to a single or shared bedroom in a furnished apartment that will be shared with other FUA-AUF students. Single rooms cannot be guaranteed and students who have been assigned one will be informed directly by FUA-AUF. If a student request cannot be honored due to space limitations, the student will be assigned according to availability. Students will not be able to choose their apartment or change roommates. All roommate requests must be mutual and specified on the housing request form. Students will not be allowed to check into their apartments before the check-in date or to check out of their apartments after check-out date. FUA-AUF makes every attempt at placing students according to any needs they might have. If you have a medical condition or disability that you would like to disclose, and which requires specific attention, please let us know either via email or on your housing application form.

### APARTMENT DESCRIPTION

The apartments are fully furnished and fully functional. A utility budget is included in the housing cost. The standard layout of the apartments consists of multiple bedrooms, multiple bathrooms (the number may vary), kitchen, and living/dining room space. The bedrooms range from single bedrooms for one occupant (limited availability) to multiple occupancy bedrooms. Pillows, bedding and towels are provided. Adequate clothing and luggage storage space will be provided. A very limited number of apartments have only one bedroom, and some have more than 3 bedrooms. Students in any housing option will be sharing the apartment with other students. Kitchens are all fully functional, with sufficient utensils, plates and glasses for the number of occupants. Also included are refrigerators, ovens, stoves, basic cookware. Apartments are of the same standard and have similar facilities, although no two apartments are alike because of the historical nature of the city center. They are not all located in the same neighborhood, but are all within walking distance to FUA-AUF facilities or the nearest bus route.

### HOMESTAY INFORMATION

Pillows, bedding and towels are provided. Adequate clothing and luggage storage space will be provided. Hosts don't always live in the direct center of town, although they are always located near a public transportation option. Bus rides will be 10-30 minutes to the campus. Accommodation is half board (breakfast and dinner, Monday to Thursday). For further information on this type of accommodation please contact the Admissions Office or see the following link: [http://studentlifeflorence.it/resources/FUA\\_Housing.pdf](http://studentlifeflorence.it/resources/FUA_Housing.pdf)

### FLORENCE AIRPORT PICK-UP SERVICE

Students not traveling on a group flight may request pick up service - from Florence airport ONLY - between 9:00 am and 7:00 pm on the designated arrival day for an extra charge. **Please note:** You must notify FUA-AUF of your arrival date and time at least two weeks prior to arrival.

**For students enrolled in field learning courses at the start of their program:** students will be met at the relevant airport as outlined in the course itinerary and will be facilitated in their transfer to the hotel. Students will be responsible for purchasing their own train ticket where applicable.

### MEAL PLAN UNIT INFORMATION

5 meal plan units per week are included in the housing package (80 units per semester, 15 units for 3-week sessions and 30 units for 6-week sessions). What can you buy with your meal plan units? Any dessert: one (1) unit each while first, second/main courses range from two(2) to three (3) units each (these are just examples and are subject to variation). A meal includes, for unit holders (when using two or more units) complementary Bread, Mineral Water (1lt) and coffee/cappuccino/tea. Any addition will require extra charge. Meal Plan Units can be used at Ganzo, located at Via de' Macci 85/r, creative learning lab and the school restaurant of Apicius; at Fedora, creative learning lab and pastry shop/bistro of Apicius located at Via Ricasoli 21; and at Sorgiva, Wellness Learning Lab, located in via Ricasoli 21.

### HOW TO CALCULATE HOUSING AND FIELD LEARNING ACCOMMODATION COSTS

#### Semesters

- Fall/Spring semester apartment stay: +13w apartment cost times 16w. Check-in and orientation take place the week prior to class. Includes 80 meal plan units.
- Fall/Spring semester homestay: +13w homestay cost times 16w. Check-in and orientation take place the week prior to class.
- Pre-semester 1w FL course+Fall/Spring semester apartment stay: [1-4w Field Learning accommodation cost X 1w] + [+13w apartment cost X 15w]
- Pre-semester 1w FL course+Fall/Spring semester homestay: +10 homestay cost x 16w. Same cost category for both.

#### Quarters/Intensive Sessions

- Cost per week in apartment or homestay times number of session weeks. Summer sessions are 3-6-9-12 weeks long. Fall/Spring sessions are 3-4-7-8-11-12-15 weeks long due to 1-week intersessions between 3-week intensive sessions.
- Pre/post-session 1/3w FL course+intensive session apartment stay: [1-4w FL residency cost times 1w or 3w]+[apartment cost per week times the number of weeks]
- Pre/post-session 1/3w FL course+intensive session homestay: [[FL weeks+Florence weeks] times corresponding homestay cost]. Same cost category for both.

#### Career Programs

- Standard housing for 1- or 2- year career programs follows the duration of levels composed of Sessions I-II-III-IV per academic season: 15 weeks in the Fall/Spring (+ 4 weeks of required January Intersession and Intersession Week I). Multiply the total number of weeks by the +13w cost.

Examples:

- 1-year Fall & Spring: 15w fall + 3w January Intersession + Intersession Week I + 15w spring. 34w X +13w cost for housing total.

- Please note:

- For a single level of a career program, the housing duration is 15 weeks.
- Housing requested for students on direct access tracks to year 2 of career programs will cover summer sessions III-IV, August Intersession, and Fall Intersession Week I (10 additional weeks).
- The second year of CA/BP programs may start in all academic seasons for students who demonstrate Year 1 equivalency or opt for the direct access track requiring coursework in the academic season prior to the year 2 start. Inquire with the Registrar's Office regarding sessions and required Aug/Jan intersessions in between seasons.

**Important:** Housing is not covered during the winter break between the end of the Fall semester and the January Intersession.

## STEP 6 HOUSING REQUEST FORM

All students must complete and sign this form whether they are securing housing through FUA-AUF or are making independent housing arrangements after the first academic year (2 seasons) of study. Students making their own housing arrangements should mark that option and sign at the bottom. NO HOUSING ASSIGNMENT WILL BE MADE UNTIL THIS FORM HAS BEEN FULLY COMPLETED, SIGNED, AND RETURNED TO FUA-AUF. Housing payment must be completed before students can be informed of their assignments.

Student's full name: ..... Gender: ..... E-mail: .....  
 Phone: ..... Date of birth (MM/DD/YY): ..... Nationality: .....  
 Permanent home address .....

### HOUSING SELECTION:

- Shared Student Apartment** through FUA-AUF     Single bedroom (to be confirmed, if available, at extra cost)     Multiple bedroom
- Independent Housing Arrangements.** In selecting the independent housing option and signing at the bottom of this page, I accept full responsibility for securing my housing in Italy. (NOT AVAILABLE FOR STUDENTS IN THEIR FIRST ACADEMIC YEAR (2 seasons) OF STUDY OR THOSE SELECTING NON-CREDIT EXPERIENTIAL LEARNING/INTERNSHIP PROGRAMS)
- Homestay**     Single bedroom (to be confirmed, if available, at extra cost)     Multiple bedroom

**If you are applying for more than one academic year, please note that your accommodation will be secured only for the first year of enrollment unless otherwise noted.**

**If you wish to secure housing for subsequent seasons please contact admissions@fua.it before the application deadline of the subsequent season.**

If you wish to be housed with a specific individual, please list their name here (maximum 1 name). Please note that requests for housemates must be mutual in order to be accommodated.

.....

### I UNDERSTAND THAT:

1. Housing check-in time is 9 am to 7 pm on check-in day
  2. I must leave the assigned apartment no later than 10 am on check-out day.
  3. I must leave the assigned apartment in good condition.
  4. For damages to the apartment, I will be charged.
  5. FUA-AUF reserves the right to expel from housing any student whose behavior does not conform with civilized standards and FUA-AUF policy.
  6. FUA-AUF reserves the right to withhold transcripts of students who have any type of outstanding debt with FUA-AUF.
- I agree to abide by all FUA-AUF regulations.
  - I authorize the use of my personal information by FUA-AUF, which will treat it in accordance with the provisions of the EU General Data Protection Regulation (GDPR) (EU) 2016/679 and with Italian law D. Lgs. 101/18.
  - I agree to abide by the FUA-AUF housing policy regarding healthy and safety, guests, administration, community standards and maintenance as outlined in the housing agreement found at: [http://studentlifeflorence.it/resources/FUA\\_Italy\\_Housing\\_Policy.pdf](http://studentlifeflorence.it/resources/FUA_Italy_Housing_Policy.pdf)

Student's signature: ..... Date: .....

### CANCELLATION AND REFUND POLICY

The housing cost is only refundable up to 40 days before the program start date. Upon arrival in Italy, no refund will be made for any reason whatsoever.

## STEP 7 TRANSCRIPT REQUEST FORM

All students will receive an FUA-AUF transcript for credits successfully completed, however they also have the option of obtaining a transcript from the University of South Florida (USF), FUA-AUF's School of Record (SoR), at the end of their term. USF is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Located in Tampa, Florida, it is one of the largest public universities in the USA, and among the top 50 universities, public or private, for federal research expenditures. USF considers FUA-AUF courses to be, in every respect, the equivalent of USF courses.

The transcript will list the FUA-AUF course followed by the USF equivalent, and the credit will appear as "transfer credit" on the USF transcript. **If you are interested in receiving an official transcript from USF, please fill out the USF waiver form located on page 12 of this application and select "Yes":**

- Yes, I wish to request a USF transcript**                       **No, I do not wish to request a USF transcript**

<b>USF Transcript</b> Undergraduate credits	<input type="checkbox"/> 1-9 credits: 300 EUR	<input type="checkbox"/> 10-18 credits: 540 EUR	<input type="checkbox"/> 19+ credits: 700 EUR
<b>USF Transcript</b> Graduate credits	<input type="checkbox"/> 1-3 credits: 250 EUR	<input type="checkbox"/> 4-9 credits: 400 EUR	<input type="checkbox"/> 10-18 credits: 600 EUR



## University of South Florida Student Conduct Information Questions

If your records have been expunged pursuant to applicable law, you are not required to answer yes to these questions. If you are unsure whether you should answer yes to either question, we strongly suggest that you answer yes and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of an offer of admission.

1. Yes \_\_\_\_\_ No \_\_\_\_\_ Are you currently, or have you ever been, charged with or subject to disciplinary action for scholastic (such as plagiarism or cheating) or any other type of behavioral misconduct at any educational institution? You do not need to disclose academic dismissal, suspension, or probation for poor grades.

2. Yes \_\_\_\_\_ No \_\_\_\_\_ Have you ever been charged with a violation of the law, misdemeanor and/or felony (even if adjudication was withheld) which resulted in, or, if still pending could result in, probation, community service, restitution, a jail sentence or the revocation or suspension of your driver's license (you are not required to include traffic violations which only resulted in a fine)?

***If you responded yes to one or both of the previous questions:***

In order to continue processing your application we will need additional information. Please provide copies of official, signed court/university documents explaining the proceedings and final disposition that are relevant to the incident(s) in question. Please attach legible copies of the following:

1. Original charges, 2. Sanctions, 3. Final disposition.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## 2023|24 SEMESTERS

Classes are held weekly in the Fall/Spring semesters. Courses can also be combined from the Fall/Spring intensive sessions. During the Summer semester, classes are held daily Mon-Fri or Mon-Thurs depending on sessions of enrollment. Please check the schedule of classes for courses that include a mandatory weekend Field Learning activity.

## Fall Semester 2023(16/15-Week)

**Cultural Introduction to Italy/Italian Family/Startup Ventures pre-semester Field Learning programs + Semester Session:**

**Sun Aug 27** Students arrive (Rome, by 5 pm/ Florence by 5 pm for Italian Family and Startup Ventures)

**Mon Aug 28** Orientation

**Mon Aug 28 to Sun Sep 3**

Cultural Introduction to Italy

**Sun Sept 3** Students arrive in Florence (by 2 pm)

**Tue Sept 5** Session I classes start

**Wed Aug 30** Students arrive

**Thu Aug 31** Orientation

**Fri Sept 1** Orientation

**Tue Sept 5** Classes start

**Mon Sep 25 to Fri Sep 29** Academic Break

**Mon Nov 6 to Fri Nov 10** Midterm Exam Week

**Mon Oct 3** Classes resume

**Mon Dec 11 to Wed Dec 13** Final Exam Week

**Wed Dec 17** Classes end

**Thu Dec 18** Housing check-out (by 10 am)

## Spring Semester 2024 1(16/15-Week)

**Cultural Introduction to Italy/Italian Family/Startup Ventures pre-semester Field Learning programs + Semester Session:**

**Sun Jan 21** Students arrive (Rome, by 5 pm/ Florence by 5 pm for Italian Family and Startup Ventures)

**Mon Jan 22** Orientation

**Mo Jan 22 to Su Jan 28**

Cultural Introduction to Italy

**Sun Jan 28** Students arrive in Florence (by 2 pm)

**Mon Jan 30** Classes start in Florence

**Wed Jan 24** Students arrive

**Thu Jan 25** Orientation

**Fri Jan 26** Orientation

**Mon Jan 30** Classes start

**Mon Feb 19 to Fri Feb 23** Academic Break

**Tue Apr 2 to Fri Apr 5** Midterm Exam Week

**Mon May 6 to Wed May 8** Final Exam Week

**Wed May 8** Classes end

**Thu May 9** Housing check-out (by 10 am)

## 12-Week Summer Semester 2024

**Cultural Introduction to Italy/Farm to Table/ pre-semester Field Learning program - optional**

**Sun May 5** Students arrive (Rome, by 5pm)

**Mon May 6** Orientation

**Mon May 6 to Sun May 12**

Cultural Introduction to Italy

**Sun May 12** Students arrive in Florence (by 2pm)

**Tue May 14** Classes start

**Sun May 12** Students arrive

**Mon May 13** Orientation

**Tues May 14** Classes start

**Thurs Aug 1** Classes end

**Frid Aug 2** Housing check-out (by 10AM)

## 2023-2024 INTENSIVE SESSIONS &amp; QUARTERS

Any three consecutive 3-week sessions may be combined into a quarter session. Some courses may include mandatory Experiential Learning projects during Intersession Weeks.

## Fall 2023 3-Week Sessions

Classes are held Monday through Friday. Please check the schedule of classes for courses that include a mandatory weekend Field Learning activity.

**August Intersession**

**Sunday August 6** Students arrive

**Monday August 7** Orientation

**Tuesday August 8** Classes Start

**Thursday August 24** Classes end

**Friday August 25** Housing check-out (by 10 am)

Intersession Week I: Monday Aug 28 to Friday Sep 1

Cultural Introduction to Italy Week (Sunday Aug 27 to Sunday Sep 3)

**August 4-Week Session****Cultural Introduction to Italy/Italian Family/Startup Ventures pre-semester Field Learning programs + Semester Session:**

Session begins with August Intersession dates above. Field Learning Week (Sunday Aug 27 to Sunday Sep 3)\*

\*Please note for Cultural Introduction to Italy: Students will transfer from Florence to Rome on Saturday Aug 26. The program ends in Florence on Sunday Sep 3.

**Session I**

**Sunday Sept 3** Students arrive

**Monday Sept 4** Orientation/Final Registration

**Tuesday Sept 5** Classes start

**Thursday Sept 21** Classes end

**Friday Sept 22** Housing check-out (by 10 am)

Intersession Week II EL: Monday Sep 25 to Friday Sep 29

Cultural Introduction to Italy Week (Sunday Sep 24 to Sunday Oct 1):

**Session II**

**Sunday Oct 1** Students arrive

**Monday Oct 2** Orientation/Final Registration

**Tuesday Oct 3** Classes start

**Thursday Oct 19** Classes end

**Friday Oct 20** Housing check-out (by 10 am)

Intersession Week III EL: Monday Oct 23 to Friday Oct 27

**Session III**

**Sunday Oct 29** Students Arrive

**Monday Oct 30** Orientation/Final Registration

**Tuesday Oct 31** Classes start

**Thursday Nov 16** Classes end

**Friday Nov 17** Housing check-out (by 10 am)

Intersession Week IV EL: Monday Nov 20 to Friday Nov 24

**Session IV**

**Sunday Nov 26** Students Arrive

**Monday Nov 27** Orientation/Final Registration

**Tuesday Nov 28** Classes start

**Wednesday Dec 13** Classes end

**Thursday Dec 14** Housing check-out (by 10 am)

## Spring 2024 3-Week Sessions

Classes are held Monday through Friday. Please check the schedule of classes for courses that include a mandatory weekend Field Learning activity.

**January Intersession**

**Sunday Jan 3** Students arrive

**Monday Jan 4** Orientation

**Tuesday Jan 5** Classes start

**Thursday Jan 19** Classes end

**Friday Jan 20** Housing check-out (by 10 am)

Intersession Week I EL: Monday Jan 22 to Friday Jan 26

Cultural Introduction to Italy Week (Sunday Jan 21 to Sunday Jan 28)

**January 4-Week Session****Cultural Introduction to Italy/Italian Family/Startup Ventures pre-semester Field Learning programs + Semester Session:**

Session begins with January Intersession dates above. Field Learning Week (Sunday Jan 21 to Sunday Jan 28)\*

\*Please note for Cultural Introduction to Italy: Students will transfer from Florence to Rome on Saturday Jan 20. The program ends in Florence on Sunday Jan 28.

**Session I**

**Sunday Jan 28** Students arrive

**Monday Jan 29** Orientation/Final Registration

**Tuesday Jan 30** Classes start

**Thursday Feb 15** Classes end

**Friday Feb 16** Housing check-out (by 10 am)

Intersession Week II EL: Monday Feb 19 to Friday Feb 23

Cultural Introduction to Italy Week (Sunday Feb 18 to Sunday Feb 25)

**Session II**

**Sunday Feb 25** Students arrive

**Monday Feb 26** Orientation/Final Registration

**Tuesday Feb 27** Classes start

**Thursday Mar 14** Classes end

**Friday Mar 15** Housing check-out (by 10 am)

Intersession Week III EL: Monday Mar 18 to Friday Mar 22

**Session III**

**Sunday Mar 24** Students arrive

**Monday Mar 25** Orientation/Final Registration

**Tuesday Mar 26** Classes start

**Thursday Apr 11** Classes end

**Friday Apr 12** Housing check-out (by 10 am)

Intersession Week IV EL: Monday Apr 15 to Friday Apr 19

**Session IV**

**Sunday Apr 21** Students arrive

**Monday Apr 22** Orientation/Final Registration

**Tuesday Apr 23** Classes start

**Wednesday May 8** Classes end

**Thursday May 9** Housing check-out (by 10 am)

# 2023-2024 INTENSIVE SEMESTER

## Fall Semester 2023

### Full Semester

Cultural Introduction to Italy Session (16-Week Semester only):

**Sunday Aug 27** - Students arrive (Rome, by 5pm)  
**Monday Aug 28** - Orientation  
**Monday Aug 28 to Sunday Sep 3** - Cultural Introduction to Italy  
**Sunday Sep 3** - Students arrive in Florence (by 2pm)  
**Tuesday Sep 5** - Session I classes start

### 15-Week Semester:

**Wednesday Aug 30** - Students arrive  
**Thursday Aug 31 & Friday Sep 1** - Orientation  
**Tuesday Sep 5** - Session I classes start  
**Thursday Sep 21** - Session I classes end

Intersession Week II Academic Break or EL projects if applicable:

Monday Sep 25 to Friday Sep 29

OR

Optional Cultural Introduction to Italy Field Learning Week (15-Week Semester only):

**Saturday Sep 23** - Transfer to Rome from Florence with staff  
**Sunday Sep 24** - Pre-orientation activities  
**Monday Sep 25** - Full group orientation  
**Monday Sep 25 to Sunday Oct 1** - Cultural Introduction to Italy  
**Sunday Oct 1** - Students arrive in Florence (by 2pm)

Semester coursework: See 11-Week Semester dates below

### Intensive Semester

Optional Cultural Introduction to Italy Field Learning Week (12-Week Semester):

**Sunday Sep 24** - Students arrive (Rome, by 5pm)  
**Monday Sep 25** - Orientation  
**Monday Sep 25 to Sunday Oct 1** - Cultural Introduction to Italy  
**Sunday Oct 1** - Students arrive in Florence (by 2pm)  
**Monday Oct 2** - Classes start in Florence

### 11-Week Semester:

**Wednesday Sep 27** - Students arrive  
**Thursday Sep 28 & Friday Sep 29** - Orientation  
**Monday Oct 2** - Classes start  
**Monday Nov 6 to Friday Nov 10** - Midterm Exam Week  
**Monday Dec 11 to Wednesday Dec 13** - Final Exam Period  
**Thursday Dec 14** - Housing check-out (by 10am)

## Spring Semester 2024

### Full Semester

Cultural Introduction to Italy Session (16-Week Semester only):

**Sunday Jan 21** - Students arrive (Rome, by 5pm)  
**Monday Jan 22** - Orientation  
**Monday Jan 22 to Sunday Jan 28** - Cultural Introduction to Italy  
**Sunday Jan 28** - Students arrive in Florence (by 2pm)  
**Tuesday Jan 30** - Session I classes start

### 15-Week Semester:

**Wednesday Jan 24** - Students arrive  
**Thursday Jan 25 & Friday Jan 26** - Orientation  
**Tuesday Jan 30** - Session I classes start  
**Thursday Feb 15** - Session I classes end

Intersession Week II Academic Break or EL projects if applicable:

Monday Feb 19 to Friday Feb 23

OR

Optional Cultural Introduction to Italy Field Learning Week (15-Week Semester only):

**Saturday Feb 17** - Transfer to Rome from Florence with staff  
**Sunday Feb 18** - Pre-orientation activities  
**Monday Feb 19** - Full group orientation  
**Monday Feb 19 to Sunday Feb 25** - Cultural Introduction to Italy  
**Sunday Feb 25** - Students arrive in Florence (by 2pm)

Semester coursework: See 11-Week Semester dates below

### Intensive Semester

Optional Cultural Introduction to Italy Field Learning Week (12-Week Semester):

**Sunday Feb 18** - Students arrive (Rome, by 5pm)  
**Monday Feb 19** - Orientation  
**Monday Feb 19 to Sunday Feb 25** - Cultural Introduction to Italy  
**Sunday Feb 25** - Students arrive in Florence (by 2pm)  
**Monday Feb 26** - Classes start in Florence

### 11-Week Semester:

**Wednesday Feb 21** - Students arrive  
**Thursday Feb 22 & Friday Feb 23** - Orientation  
**Monday Feb 26** - Classes start  
**Tuesday Apr 2 to Friday Apr 5** - Midterm Exam Week  
**Monday May 6 to Wednesday May 8** - Final Exam Period  
**Thursday May 9** - Housing check-out (by 10am)

# SUMMER 2024 INTENSIVE PROGRAM SESSIONS

(1, 3, 4, 6 Weeks)

## 3-Week Sessions

Classes are held Monday through Friday. Please check the schedule of classes for courses that include a mandatory weekend Field Learning activity.

### Session I

**Sunday May 12** Students arrive  
**Monday May 13** Orientation/Final Registration  
**Tuesday May 14** Classes start  
**Thursday May 30** Classes end  
**Friday May 31** Housing check-out (by 10 am)

### Session II

**Sunday Jun 2** Students arrive\*  
**Monday Jun 3** Orientation/Final Registration  
**Tuesday Jun 4** Classes start  
**Thursday Jun 20** Classes end  
**Friday Jun 21** Housing check-out (by 10 am)  
\*Please note: Arrival by 4pm in Milan for Italian Civilization and Culture Field Learning program. For participation in this program after Session I, students will transfer from Florence to Milan on Saturday June 5. Program ends on Sunday, June 27 in Florence (by 2 pm)

### Session III/Pre-College I

**Sunday Jun 23** Students arrive  
**Monday Jun 24** Orientation/Final Registration  
**Tuesday Jun 25** Classes start  
**Thursday Jul 11** Classes end  
**Friday Jul 12** Housing check-out (by 10 am)

### Session IV/Pre-College II

**Sunday Jul 14** Students arrive  
**Monday Jul 15** Orientation/Final Registration  
**Tuesday Jul 16** Classes start  
**Thursday Aug 1** Classes end  
**Friday Aug 2** Housing check-out (by 10 am)

## 4-Week Sessions

Classes are held Monday through Friday. Please check the schedule of classes for courses that include a mandatory weekend Field Learning activity.

### Session V

**Sunday May 5** Students arrive (Rome for Cultural Introduction to Italy by 5 pm/Florence by 5 pm for Farm to Table)  
**Monday May 6** Orientation  
**Monday May 6** to **Sunday May 12** Cultural Introduction to Italy/Farm to Table  
**Sunday May 12** Students arrive in Florence (by 2 pm)  
**Monday May 6** Orientation/Final Registration  
**Tuesday May 14** Classes start  
**Thursday May 30** Classes end  
**Friday May 31** Housing check-out (by 10 am)

### Session VI

**Sunday May 26** Students arrive (Rome for Cultural Introduction to Italy by 5 pm/Nice, France by 5 pm for Italian French-Riviera)  
**Monday May 27** Orientation  
**Monday May 27** to **Sunday Jun 2** Cultural Introduction to Italy/Italian French-Riviera  
**Sunday Jun 2** Students arrive in Florence (by 2 pm)  
**Monday Jun 27** Orientation/Final Registration  
**Tuesday Jun 4** Classes start  
**Wednesday Jun 20** Classes end  
**Friday Jun 21** Housing check-out (by 10 am)

### Session VII / Cultural Introduction to Italy + Pre-College I

**Sunday Jun 16** Students arrive (Rome by 5 pm for Cultural Introduction to Italy/Florence by 5 pm for Cultural Introduction to the Italian Family)  
**Monday Jun 17** Orientation/Final Registration  
**Monday Jun 17** to **Sunday Jun 23** Cultural Introduction to Italy/Italian Family  
**Sunday Jun 23** Students arrive in Florence (by 2 pm)  
**Monday Jun 17** Orientation/Final Registration  
**Tuesday Jun 25** Classes start  
**Thursday Jul 11** Classes end  
**Friday Jul 12** Housing check-out (by 10 am)

### Session VIII / Cultural Introduction to Italy + Pre-College II

**Sunday Jul 7** Students arrive (Rome by 5 pm for Cultural Introduction to Italy/Florence by 5 pm for Startup Ventures)  
**Monday Jul 8** Orientation/Final Registration  
**Monday Jul 8** to **Sunday July 14** Cultural Introduction to Italy/Startup Ventures  
**Sunday Jul 14** Students arrive in Florence (by 2 pm)  
**Monday Jul 8** Orientation/Final Registration  
**Tuesday Jul 16** Classes start  
**Thursday Aug 1** Classes end  
**Friday Aug 2** Housing check-out (by 10 am)

## 6-Week Sessions

Classes are held Monday through Thursday. A select number of experiential learning courses will maintain the Tues-Wed-Thurs scheduling for lab-related activities. Students can also select classes from 3-week schedule (Monday through Friday). Please check the schedule of classes for courses that include a mandatory weekend Field Learning activity.

### Session A

**Sunday May 12** Students arrive  
**Monday May 13** Orientation/Final Registration  
**Tuesday May 14** Classes start  
**Wednesday Jun 20** Classes end  
**Friday Jun 21** Housing check-out (by 10 am)

### Session B

**Sunday Jun 23** Students arrive  
**Monday Jun 24** Orientation/Final Registration  
**Tuesday Jun 25** Classes start  
**Thursday Aug 1** Classes end  
**Friday Aug 2** Housing check-out (by 10 am)

## 1-Week Sessions

Classes are held from Sunday to Sunday

### Session C

**Sunday May 5** Students arrive (Rome for Cultural Introduction to Italy by 5 pm/Florence by 5 pm for Farm to Table)  
**Monday May 6** Orientation/Final Registration  
**Monday May 6** to **Sunday May 12** - Cultural Introduction to Italy  
**Sunday May 12** Students arrive in Florence (by 2 pm)

### Session D

**Sunday May 26** Students arrive (Rome for Cultural Introduction to Italy by 5 pm/Nice, France by 5 pm for Italian French-Riviera)  
**Monday May 27** Orientation/Final Registration  
**Monday May 27** to **Sunday Jun 2** Cultural Introduction to Italy/or Farm to Table  
**Sunday Jun 2** Students arrive in Florence (by 2 pm)

### Session E

**Sunday Jun 16** Students arrive (Rome by 5 pm for Cultural Introduction to Italy/Florence by 5 pm for Cultural Introduction to the Italian Family)  
**Monday Jun 17** Orientation/Final Registration  
**Monday Jun 17** to **Sunday Jun 23** Cultural Introduction to Italy/or Italian Family  
**Sunday Jun 23** Students arrive in Florence (by 2 pm)

### Session F

**Sunday Jul 7** Students arrive (Rome by 5 pm for Cultural Introduction to Italy/Florence by 5 pm for Startup Ventures)  
**Monday Jul 8** Orientation/Final Registration  
**Monday Jul 8** to **Sunday July 14** Cultural Introduction to Italy  
**Sunday Jul 14** Students arrive in Florence (by 2 pm)



## AA/CERTIFICATE CAREER PROGRAMS 2023-2024

Please note that AA/Career Program scheduling in an academic session may feature a combination of intensive and semester duration coursework. Career students are required to attend their EL projects in all Sessions and Intersession Weeks. EL hours may be scheduled Mon-Fri/Sat and select holidays according to the designated FUA-AUF CEMI. For the Direct Access to Year 2 program, the calendar of program start dates can be found below.

### Fall 2023

Classes are held Monday through Friday

#### Pre-Fall Year 2 Direct Access Start (All Programs)

Only for students enrolled in the pre-fall Direct Access to Y2 sessions:

**Sunday June 25** - Students arrive

**Monday June 26** - Orientation

**Tuesday June 27** - Classes start

#### August Intersession - Optional (Italian Language)

**Sunday Aug 6** - Students arrive

**Monday Aug 7** - Orientation

**Tuesday Aug 8** - Classes start

**Thursday Aug 24** - Classes end

Optional Intersession Week I: Monday Aug 28 to Friday Sep 1 / Cultural Introduction to Italy Week (Sunday Aug 27 to Sunday Sep 3)

#### Fall Semester (All programs start)

Mandatory for new students: Monday Sep 4 and Saturday Sep 9 safety seminar

**Sunday Sep 3** - Students arrive

**Monday Sep 4** - Orientation

**Tuesday Sep 5** - Classes start

**Wednesday Dec 13** - Classes end

**Thursday Dec 14** - Graduation

**Friday Dec 15** - Housing check-out (by 10AM)

### Spring 2024

Classes are held Monday through Friday

#### Pre-Spring Year 2 Direct Access Start (CA/BP)

Only for students enrolled in the pre-spring Direct Access to Y2 sessions:

**Sunday Oct 29, 2023** - Students Arrive

**Monday Oct 30, 2023** - Orientation

**Tuesday Oct 31, 2023** - Classes start

#### January Intersession + Intersession Week I (Returning + Direct Access Students)

**Friday Jan 5** - Classes start

**Friday Jan 26** - Classes end

#### Spring Semester (CA-BP programs start)

Mandatory for new students: Monday Jan 29 and Saturday Feb 3 safety seminar

**Sunday Jan 28** - Arrival (new students only)

**Monday Jan 29** - Orientation (new students only)

**Tuesday Jan 30** - Classes start

**Wednesday May 8** - Classes end

**Thursday May 9** - Graduation

**Friday May 10** - Housing check-out (by 10AM)

### Summer 2024

3-week session classes are held Monday through Friday

#### Pre-Summer Year 2 Direct Access Start (CA/BP)

Only for students enrolled in the pre-summer Direct Access to Y2 sessions:

**Sunday Mar 24** - Students Arrive

**Monday March 25** - Orientation

**Tuesday March 26** - Classes start

#### Summer Semester (CA-BP programs start)

Mandatory for new students: Monday May 13 and Saturday May 18 safety seminar

**Sunday May 12** - Students arrive (new students only)

**Monday May 13** - Orientation (new students only)

**Tuesday May 14** - Classes start

**Thursday Aug 1** - Classes end

**Friday Aug 2** - Graduation

**Saturday Aug 3** - Housing check-out (by 10AM)

## MASTER-LEVEL PROGRAMS 2023-2024 - CA/BP

### 1 YEAR / 2 SEMESTERS

Classes are held Monday through Friday

#### August 2023 Intersession - Optional (Italian Language)

**Sunday Aug 8** Students arrive

**Monday Aug 9** Orientation

**Tuesday Aug 10** Classes Start

**Thursday Aug 26** Classes end

Optional Intersession Week I: Monday Aug 30 to Friday Sep 3

#### Fall Semester 2023

Mandatory: Monday Sep 6 and Saturday Sep 11 safety seminar

**Sunday Sep 5** Students arrive

**Monday Sep 6** Orientation

**Tuesday Sep 7** Classes start

**Wednesday Dec 15** Classes end

**Thursday Dec 16** Housing check-out (by 10 AM)

#### Spring Semester 2024

**Sunday Jan 3** Students arrive

**Tuesday Jan 4** Classes start

**Wednesday May 4** Classes end

**Thursday May 5** Graduation

**Friday May 6** Housing check-out (by 10 AM)

