

APPLICATION FORM

ACADEMIC YEAR 2019/20

SUBMIT THE FOLLOWING MATERIALS TO THE FUA 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

APPLICATION DEADLINES:

FALL

August Intersession: June 15
Fall Semester: June 15
Session I: June 15
Session II: July 15
Session III: August 15
Session IV: September 15

SPRING

January Intersession: November 15
Spring Semester: November 15
Session I: November 15
Session II: December 15
Session III: January 15
Session IV: February 15

SUMMER

Summer Semester, I, V, A, C: April 8
Summer II, VI, D: April 30
Summer III, VII, B, E: May 20
Summer IV, VIII, F: June 10

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:
Email: 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 email: ph:

HOW DID YOU LEARN ABOUT FUA?

- ☐ Campus visit by FUA representative ☐ Study abroad fair
☐ Professor ☐ Study abroad officer/director
☐ Magazine/newspaper ☐ Family/friend
☐ Web/internet resource (Please indicate which resource/s below)

WHY DID YOU CHOOSE FUA? (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:

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: Applicants will receive credits for the courses taken at FUA via our School of Record, University of South Florida. Please complete the USF Conduct Waiver located on the last page of this application.

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 Admissions Application Form.

Students applying for classes with prerequisites should submit an official transcript and CV

SESSION SELECTION: (For dates see the Academic Calendar on pages 13-14)

SEMESTER:

☐ Fall Semester ☐ Spring Semester ☐ Summer (12 weeks, please indicate below the combination of intensive summer sessions to fulfill a 12-week summer semester)

INTENSIVE SESSIONS/QUARTER:

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

<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	<input type="checkbox"/> Aug./Jan. Intersession	<input type="checkbox"/> Session I	<input type="checkbox"/> Session II	<input type="checkbox"/> Session III	<input type="checkbox"/> Session IV
<input type="checkbox"/> 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"/> A		<input type="checkbox"/> B		

INTENSIVE STUDY AWAY PROGRAM

TUTTOTOSCANA - FLORENCE-NYC

Travel to the US for the NYC course held in Fall/Spring Intersession Week III: Please consult the US Department of State website to find out whether or not your country is a part of the waiver program, otherwise you must request a visa to enter the US.

☐ Fall ☐ Spring

<input type="checkbox"/> Area 1: Event Planning & Communications	<input type="checkbox"/> 3 Credits (NYC ONLY)	<input type="checkbox"/> 6 credits	<input type="checkbox"/> 9 credits
<input type="checkbox"/> Area 2: Digital Media and Visual Arts/Fashion*	<input type="checkbox"/> 3 Credits (NYC ONLY)	<input type="checkbox"/> 6 credits	<input type="checkbox"/> 9 credits
<input type="checkbox"/> Area 3: Food Management and Production for Special Events	<input type="checkbox"/> 3 Credits (NYC ONLY)	<input type="checkbox"/> 6 credits	<input type="checkbox"/> 9 credits

*Visual Arts offered in the Fall - Fashion in the Spring

If selecting Area 3 select your chef's 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.

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 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: it is not allowed to drop the internship course after final registration.

SEMESTER STUDENTS

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

	Code	Credits	Section	Course title	Days	Time
1st class						
alternate						
2nd class						
alternate						
3rd class						
alternate						
4th class						
alternate						
5th class						
alternate						
6th class						
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	
1st class (3weeks)		NC			<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC			<input type="checkbox"/> III	<input type="checkbox"/> IV
2nd class		NC			<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC			<input type="checkbox"/> III	<input type="checkbox"/> IV
3rd class		NC			<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC			<input type="checkbox"/> III	<input type="checkbox"/> IV
4th class		NC			<input type="checkbox"/> I	<input type="checkbox"/> II
alternate		NC			<input type="checkbox"/> III	<input type="checkbox"/> IV

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: Applicants will receive credits for the courses taken at **FUA** via our School of Record, the University of South Florida (USF). Please complete the USF Conduct Waiver located on page 12 of this application.

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 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 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.

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"/> 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	<input type="checkbox"/> Hospitality Management <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 Commis Chef (WACS-recognized) <input type="checkbox"/> Baking and Pastry Commis Chef <input type="checkbox"/> Wine Studies and Enology <input type="checkbox"/> Wellness, Health, and Nutrition	<input type="checkbox"/> Culinary Arts Chef de Partie (WACS-recognized) <input type="checkbox"/> Baking and Pastry Chef de Partie

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

OPTION 3 **FOUR-YEAR 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: Applicants will receive credits for the courses taken at **FUA** via our School of Record, University of South Florida. Please complete the USF Conduct Waiver located on page 12 of this application.

PROGRAM SELECTION

The 4-Year Study Curricula at **FUA** offer four, American-Style 4-year programs that consist of at least 120 credit hours. 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 Communications

☐ **B.A. in Hospitality Management**

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

- ☐ Culinary Arts
- ☐ Enology

Admissions requirements

FUA 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.
- Official transcripts: For all undergraduate 4-year programs students are required to submit a complete certified/official high school transcript and completed diploma (a certified English translation might be required). If the student is transferring from another higher education institution, a copy of their certified/official transcript and diploma, if obtained, will be required.
- GPA Requirements: Students transferring from U.S. and Canadian institutions, wishing to complete their Undergraduate Program with FUA, 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 LACWWRI01 (Fundamentals of Writing).
- Each qualified applicant will be interviewed by an FUA 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 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. They must be addressed to the FUA 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 he/she will gain from studying at FUA and in Florence.
- Personal Statements: Applicants must include a personal statement. This letter should help us learn more about the applicant and his/her qualities beyond test scores, grades, and work history.
- Resume/Curriculum Vitae: Applicants can elect to send a Resume/Curriculum Vitae along with their application. This document should reflect the applicant's work and research history.
- Direct admission options are available for students enrolled in select Certificate Career Programs. See specific 4-year program details on for further information.
- Students seeking to transfer from a higher education institution should submit official transcripts of all courses taken together with their application. Some courses may be transfer-eligible and applied towards the 4-Year curriculum.

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

For detailed information regarding a specific 4-year program, please refer to the curricula on www.fua.it

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:

- | | | | | | |
|--|---|------------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Fall | <input type="checkbox"/> August Intercession | <input type="checkbox"/> Session I | <input type="checkbox"/> Session II | <input type="checkbox"/> Session III | <input type="checkbox"/> Session IV |
| <input type="checkbox"/> Spring | <input type="checkbox"/> January Intercession | <input type="checkbox"/> Session I | <input type="checkbox"/> Session II | <input type="checkbox"/> Session III | <input type="checkbox"/> Session IV |
| <input type="checkbox"/> Summer | | <input type="checkbox"/> Session I | <input type="checkbox"/> Session II | <input type="checkbox"/> Session III | <input type="checkbox"/> 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 of 3 weeks for Experiential Learning and 6 weeks for Internships.

PLEASE SELECT YOUR LEVEL OF ITALIAN LANGUAGE:

Internships (external placements) require a minimum of 3 weeks of Italian language. Some field placements may also have particular language level requirements.

Please indicate your Italian language level:

How many college semesters, or equivalent, of Italian language have you completed?

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

- ☐ 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.

CAREER FIELDS

Please select the 3 preferred Special Project Experiential Learning or Internship courses.

Please contact the Admissions Office for information regarding placements available during the desired period of study.

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

Please note that the institution strives to place candidates in their first selected field, however, depending on availability and external organizations, the institution reserves the right to place a student according to their second or third choices.

APPLICATION PROCEDURES AND REQUIREMENTS

1 Complete all steps of the application form.

2 Include the following materials with your application:

- Official transcript or record of previous courses taken
- 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)

3 An online phone conference will be scheduled with the candidate.

4 Acceptance into the program will be officially communicated by the Admissions 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% tuition / package deposit is required to confirm enrollment

TUITION COSTS								
	Under 5 credits		6-11 credits		12-18 credits	19-35 credits	36+ credits	Graduate Studies
Tuition per credit	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			
Italian Language	185 EUR				150 EUR			
Internship/ Experiential Learning and Housing*	335 EUR Single supplement 50 EUR Cannot be separated				285 EUR Single supplement 50 EUR			
ADMINISTRATIVE AND STUDENT FEES								
Non-refundable, mandatory fees for each season of registration								
Application Fee One-time only	120 EUR		120 EUR		120 EUR	120 EUR	120 EUR	120 EUR
Student Services Fee	120 EUR		120 EUR		220 EUR	220 EUR	220 EUR	220 EUR
Library Fee	25 EUR		25 EUR		40 EUR	40 EUR	40 EUR	40 EUR
Payment Processing Fee Each payment transaction	50 EUR		50 EUR		100 EUR	100 EUR	100 EUR	50 EUR
Student Kit One time fee for career programs only	N/A		N/A		600 EUR	600 EUR	600 EUR	N/A
Late Registration Fee	300 EUR		300 EUR		1000 EUR	1000 EUR	1000 EUR	1000 EUR
Late Payment Fee	15 EUR		15 EUR		15 EUR	15 EUR	15 EUR	15 EUR
HOUSING AND FIELD LEARNING ACCOMMODATION COSTS (optional)								
Apartment stay : all prices are per week and include five meal units per week (Semester: 16 weeks)								
Homestay: breakfast and dinner Monday through Thursday.								
Dorm stay: all prices are per week and include five meal units per week (Semester: 16 weeks); cleaning service (including change of sheets) at the beginning of each FUA intensive session in the Fall/Spring (monthly) and every 3 weeks in the Summer season								
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 10 FOR INSTRUCTION ON HOW TO CALCULATE HOUSING AND FIELD LEARNING ACCOMMODATION COSTS								
	1-4 Weeks		5-9 Weeks			10 + Weeks		
Apartment Stay	250 EUR		230 EUR			210 EUR		
Dorm	Double: 240 EUR	Multiple: 220 EUR	Double: 220 EUR	Multiple: 200 EUR		Double: 200 EUR		Multiple: 180 EUR
	Double private bathroom: 290 EUR		Double private bathroom: 270 EUR			Double private bathroom: 250 EUR		
Homestay/Field Learning	360 EUR		330 EUR			290 EUR		
Single Supplement	50 EUR		50 EUR (Not available for FL and Dorm)			50 EUR (Not available for FL and Dorm)		
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 housing only.							
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							
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

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 (arrival date):

Payment Methods

- ☐ **By Credit Card:** Please contact admissions@fua.it
☐ **By Bank Transfer:** Please contact 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

LETTER OF ENROLLMENT, VISA, AND "PERMESSO DI SOGGIORNO"

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 held 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 staff will assist with this request upon arrival in Florence. For some shorter stays, a passport may be sufficient. **Important!** 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.

CANCELLATION POLICY

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

- Within 30 days prior to the term start date*, the student will be liable for 30% of tuition/entire program cost.
- Within a period of 30 days to one (1) week prior to the term start date*, the student will be liable for 50% of tuition/entire program cost.
- Within one (1) week prior to the term start date* the students will be liable for 100% of tuition/entire program cost. 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 Academic Calendar (please see pages 13-15 of application form). No refund will be made under any circumstances until the official enrollment letter has been returned to FUA. 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.

LEARNING DISABILITIES

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

FUA 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 will process the request and inform the student of accommodations if authorized.

INSURANCE

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 call center 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 an international insurance policy. EU citizens are responsible for ensuring that they have adequate health insurance coverage for the duration of their stay.

WAIVER

The program involves studying at FUA 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 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 program, but chooses to do so. The Undersigned therefore agrees to assume and take on all responsibilities in any activities associated with the FUA's program in Italy. In consideration of, and in return for, the service, facilities and other assistance provided to participants by FUA, we, along with any of our assignees, heirs, distributees, guardians, and legal representatives release FUA 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 and/or FUA office, including but not limited to negligence, mistake, or failure to supervise by FUA or any of its employees, agents, or contractors.

CONDUCT/ BEHAVIOR RELEASE

I understand that as a student attending an FUA program, I represent my home institution and country and will behave as an ambassador for this institution and country. 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 program, in addition to the Student Code of Conduct for my chosen FUA program. I understand that information regarding any behavior found disruptive or offensive to the FUA program will be released to my home institution's study abroad office. I understand that FUA must take steps to ensure that no offensive, disruptive or potentially dangerous conduct occurs. Accordingly, FUA 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.

The Director and/or Associate Director of FUA 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 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 the school or housing regulations - Damage to or destruction of school, residence, or student property - Alcohol or substance abuse - Reckless or dangerous behavior.

TRANSCRIPT RELEASE

Transcripts are released approximately 6 weeks after a term ends. FUA reserves the right to withhold a transcript in the case of unpaid balances due, including balances due to FUA academic institutions, any FUA agent, contractor or program partner. Transcripts will be released once accounts are paid in full.

All students will be granted credits for the courses completed at FUA through the FUA University of Record, University of South Florida (USF). All students who submit the USF waiver will automatically receive one (1) USF transcript upon completion of their courses and/or program.

TRANSCRIPT WAIVER

All students are required to submit, along with their Application Form, the USF Conduct Waiver (see last page of Application Form). Failure to submit this form will result in a student not being granted credits for their courses completed at FUA through the FUA University of Record, University of South Florida (USF).

PRIVACY POLICY

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

CERTIFICATIONS

1. I certify that I am in good academic standing at my home institution and that I meet its requirements and deadlines to be eligible to study abroad.
2. 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.

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 POLICIES present on the website: www.fua.it

Signature of Applicant: Date:

I have read and agree with the above statements, including Program Waiver. 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, 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

Please indicate your housing preference below

HOUSING INFORMATION

Fua is pleased to facilitate the housing arrangement process for students but you are welcome to make your own direct accommodation plans.

FUA does not own or lease apartments but works as a facilitator to assist students in finding accommodation only during their stay in Florence. FUA sole intention is to facilitate the students' study abroad experience. Students are not obliged to secure housing through FUA. Students choosing to secure housing independently must notify the FUA 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. Check-out time must be no later than 10am on check-out day.

Please fill in and sign your Housing Request Form (page 11) and send it to the FUA 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 will complete assignments only for students who request housing within the designated deadline. Housing requests received after the application deadline will not be honored. In addition, FUA 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 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 students. Single rooms cannot be guaranteed and students who have been assigned one will be informed directly by FUA. 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 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. There will also be sufficient closet space to accommodate a reasonable amount of clothing and luggage. 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 facilities or the nearest bus route.

DORM-STYLE ACCOMMODATION: FUA RESIDENCE

The FUA Residence is a high-occupancy living arrangement (an entire floor with 6 bedrooms, common areas, and bathrooms) and offers specific amenities, including Internet and air conditioning. The Residence houses a total of 19 students. Accommodations consist of 3 double rooms with restrooms on the same floor, 1 double room with private restroom, and 2 multiple occupancy rooms with private restrooms. FUA is only able to accept requests based upon bedroom type and availability. Roommate requests may only be granted if all roommates concerned request the same room type and the same roommates. Accessibility: Rooms are located on the third floor of the building and are accessible through stairs and elevator. One of the multiple-occupancy rooms is wheelchair accessible and has an accessible restroom.

HOMESTAY INFORMATION

Bed linens 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 reach school. 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

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 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 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: +10w apartment cost times 16w. Check-in and orientation take place the week prior to class. Includes 80 meal plan units.
- Fall/Spring semester homestay: +10w 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] + [+10w 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 +10w cost.

Examples:

- 1-year Fall & Spring: 15w fall + 3w January Intersession + Intersession Week I + 15w spring. 34w X +10w 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.

HOUSING REQUEST FORM

Please fill out the following form and mail, e-mail, or fax it with your program application by the application deadline for your term. NO HOUSING ASSIGNMENT WILL BE MADE UNTIL THIS FORM HAS BEEN FULLY COMPLETED, SIGNED, AND RETURNED TO FUA. Housing payment must be completed before students can be informed of their assignments. All students must complete and sign this form whether they are securing housing through FUA or are making independent housing arrangements. Students making their own housing arrangements should mark that option and sign at the bottom.

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

HOUSING SELECTION:

- ☐ **Student Apartment** through FUA ☐ 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 SELECTING NON-CREDIT EXPERIENTIAL LEARNING/INTERNSHIP PROGRAMS)
- ☐ **Homestay** ☐ Single bedroom (to be confirmed, if available, at extra cost) ☐ Multiple bedroom
- ☐ **Dorm** ☐ Double private bathroom ☐ Double ☐ Multiple (see costs chart)

If you are applying for more than one season, please note that your accommodation will be secured only for the first season of enrolment.
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 person(s), please list his/her name(s) here. Please note that requests for roommates 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 reserves the right to expel from housing any student whose behavior does not conform with civilized standards and FUA policy.
 6. FUA reserves the right to withhold transcripts of students who have any type of outstanding debt with FUA.
- I agree to abide by all FUA regulations.
 - I authorize the use of my personal information by FUA, 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 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

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 in case the student decides to cancel, change or vacate the assigned apartment.

STEP 6 TRANSCRIPT REQUEST FORM

All students will receive an FUA transcript for credits successfully completed. Should you also require a transcript from the University of South Florida, our School of Record, please sign the waiver on the following page

The University of South Florida is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and holds the Carnegie Classification of a Research Very High institution. 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 places particular emphasis on its international engagements and has partnered with the FUA Florence Association for International Education (Florence University of the Arts), to serve as its School of Record (SoR).

FUA students have the option of obtaining a USF transcript at the end of their course of study. USF considers FUA courses to be, in every respect, the equivalent of USF courses. However, since USF recognizes that students are enrolled in FUA courses, the credit is shown as "transfer" rather than "system/institutional" credit on the USF transcript. The original FUA course is included on the transcript, followed by the USF equivalent. This most accurately represents the connection between the FUA course and the USF equivalent.

The USF transcript is not included in the Graduate Certificate in International Education. If you like to add this, please inquire.

Please indicate if you require a USF Transcript:

☐ Yes ☐ No

If yes, please complete and sign the University of South Florida Student Conduct Waiver on the following page.

If the form is not completed you will not receive a USF transcript.



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: _____

2019/20 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 2019

Cultural Introduction to Italy pre-semester Field Learning program - optional

Sunday Aug 25 Students arrive (Rome, by 5pm)

Monday Aug 26 Orientation

Monday Aug 26 to Sunday Sept 1

Cultural Introduction to Italy

Sunday Sept 1 Students arrive in Florence (by 2pm)

Monday Sept 2 Classes start in Florence

Wednesday Aug 28 Students arrive

Thursday Aug 29 Orientation

Friday Aug 30 Orientation

Monday Sept 2 Classes start

Monday Oct 14 to Friday Oct 18 Midterm Exam Week

Monday Oct 21 to Friday Oct 25 Fall Break (Study Abroad only)/TuttoToscana Program NYC week

Monday Oct 28 Classes resume

Monday Dec 9 to Wednesday Dec 11

Final Exam Week

Wednesday Dec 11 Classes end

Thursday Dec 12 Housing check-out (by 10AM)

Spring Semester 2020

Cultural Introduction to Italy pre-semester Field Learning program - optional

Sunday Jan 26 Students arrive (Rome, by 5pm)

Monday Jan 27 Orientation

Monday Jan 27 to Sunday Feb 2

Cultural Introduction to Italy

Sunday Feb 2 Students arrive in Florence (by 2pm)

Monday Feb 3 Classes start in Florence

Wednesday Jan 29 Students arrive

Thursday Jan 30 Orientation

Friday Jan 31 Orientation

Monday Feb 3 Classes start

Monday Mar 16 to Friday Mar 20 Midterm Exam Week

Monday Mar 23 to Friday Mar 27 Spring Break (Study Abroad only)/TuttoToscana Program NYC week

Monday Mar 30 Classes resume

Monday May 11 to Wednesday May 13

Final Exam Week

Wednesday May 13 Classes end

Thursday May 14 Housing check-out (by 10AM)

12-Week Summer Semester 2020

Cultural Introduction to Italy pre-semester Field Learning program - optional

Sunday May 10 Students arrive (Rome, by 5pm)

Monday May 11 Orientation

Monday May 11 to Sunday May 17

Cultural Introduction to Italy

Sunday May 17 Students arrive in Florence (by 2pm)

Monday May 18 Orientation in Florence

Sunday May 17 Students arrive

Monday May 18 Orientation/Final Registration

Tuesday May 19 Classes start

Thursday Aug 6 Classes end

Friday Aug 7 Housing check-out (by 10AM)

2019-2020 INTENSIVE SESSIONS & QUARTERS

Please note: Any three consecutive 3-week sessions may be combined into a quarter session. Some courses may include mandatory experiential learning projects during Intersession Weeks that students are required to attend.

Fall 2019 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 4 Students arrive

Monday August 5 Orientation

Tuesday August 6 Classes Start

Thursday August 22 Classes end

Friday August 23 Housing check-out (by 10:00AM)

Intersession Week I: Monday August 26 to Friday August 30 / Cultural Introduction to Italy Week (Sunday Aug 25 to Sunday Sept 1)

Session I

Sunday Sept 1 Students arrive

Monday Sept 2 Orientation/Final Registration

Tuesday Sept 3 Classes start

Thursday Sept 19 Classes end

Friday Sept 20 Housing check-out (by 10AM)

Intersession Week II EL: Monday Sept 23 to Friday Sept 27

Session II

Monday Sept 29 Students arrive

Monday Sept 30 Orientation/Final Registration

Tuesday Oct 1 Classes start

Thursday Oct 17 Classes end

Friday Oct 18 Housing check-out (by 10AM)

Intersession Week III EL/Optional Seminars/TuttoToscana Program NYC week: Monday Oct 21 to Friday Oct 25

Session III

Sunday Oct 27 Students Arrive

Monday Oct 28 Orientation/Final Registration

Tuesday Oct 29 Classes start

Thursday Nov 14 Classes end

Friday Nov 15 Housing check-out (by 10AM)

Intersession Week IV EL: Monday Nov 18 to Friday Nov 22

Session IV

Sunday Nov 24 Students Arrive

Monday Nov 25 Orientation/Final Registration

Tuesday Nov 26 Classes start

Wednesday Dec 11 Classes end

Thursday Dec 12 Housing check-out (by 10AM)

Spring 2020 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

Friday Jan 3 Students arrive

Saturday Jan 4 Orientation

Tuesday Jan 7 Classes start

Tuesday Jan 21 Classes end

Wednesday Jan 22 Housing check-out (by 10AM)

Intersession Week I EL: Monday Jan 27 to Friday Jan 31 / Cultural Introduction to Italy Week* (Sunday Jan 26 to Sunday Feb 2)

*Please note: Students participating in the Cultural Introduction to Italy Week after the January Intersession will check out of Florence housing on Saturday, Jan 25, and transfer to Rome on the same day. The program ends in Florence on Sunday, Feb 2.

Session I

Sunday Feb 2 Students arrive

Monday Feb 3 Orientation/Final Registration

Tuesday Feb 4 Classes start

Thursday Feb 20 Classes end

Friday Feb 21 Housing check-out (by 10AM)

Intersession Week II EL: Monday Feb 24 to Friday Feb 28

Session II

Sunday March 1 Students arrive

Monday March 2 Orientation/Final Registration

Tuesday March 3 Classes start

Thursday Mar 19 Classes end

Friday Mar 20 Housing check-out (by 10AM)

Intersession Week III EL/TuttoToscana Program NYC week: Monday Mar 23 to Friday Mar 27

Session III

Sunday Mar 29 Students arrive

Monday Mar 30 Orientation/Final Registration

Tuesday Mar 31 Classes start

Thursday Apr 16 Classes end

Friday Apr 17 Housing check-out (by 10AM)

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

Session IV

Sunday Apr 26 Students arrive

Monday Apr 27 Orientation/Final Registration

Tuesday Apr 28 Classes start

Wednesday May 13 Classes end

Thursday May 14 Housing check-out (by 10AM)

SUMMER 2020 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 17 Students arrive
Monday May 18 Orientation/Final Registration
Tuesday May 19 Classes start
Thursday June 4 Classes end
Friday June 5 Housing check-out (by 10AM)

Session II

Sunday June 7 Students arrive*
Monday June 8 Orientation/Final Registration
Tuesday June 9 Classes start
Thursday June 25 Classes end
Friday June 26 Housing check-out (by 10AM)
*Please note: Arrival by 4pm in Milan for Italian Civilization and Culture Field Learning program. Program ends on Sunday, July 28 in Florence (by 2pm).

Session III

Sunday June 28 Students arrive
Monday June 29 Orientation/Final Registration
Tuesday June 30 Classes start
Thursday July 16 Classes end
Friday July 17 Housing check-out (by 10AM)

Session IV

Sunday July 19 Students arrive
Monday July 20 Orientation/Final Registration
Tuesday July 21 Classes start
Thursday Aug 6 Classes end
Friday Aug 7 Housing check-out (by 10AM)

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 10 Students arrive (Rome, by 5pm)
Monday May 11 Orientation/Final Registration
Monday May 11 to Sunday May 17 Cultural Introduction to Italy
Sunday May 17 Students arrive in Florence (by 2pm)
Monday May 18 Orientation/Final Registration
Tuesday May 19 Classes start
Thursday June 4 Classes end
Friday June 5 Housing check-out (by 10AM)

Session VI

Sunday May 31 Students arrive (Rome, by 5pm / Florence by 5pm for Farm to Table)
Monday May June 1 Orientation/Final Registration
Monday June 1 to **Sunday June 7** Cultural Introduction to Italy / or Farm to Table
Sunday June 7 Students arrive in Florence (by 2pm)
Monday June 8 Orientation/Final Registration
Tuesday June 9 Classes start
Thursday June 25 Classes end
Friday June 26 Housing check-out (by 10AM)

Session VII

Sunday June 21 Students arrive (Rome, by 5pm / Florence by 5pm for Cultural Intro to the Italian Family)
Monday June 22 Orientation/Final Registration
Monday June 22 to **Sunday June 28** Cultural Introduction to Italy/Italian Family
Sunday June 28 Students arrive in Florence (by 2pm)
Monday June 29 Orientation/Final Registration
Tuesday June 30 Classes start
Thursday July 16 Classes end
Friday July 17 Housing check-out (by 10AM)

Session VIII

Sunday July 12 Students arrive (Rome, by 5pm)
Monday July 13 Orientation/Final Registration
Monday July 13 to **Sunday July 19** Cultural Introduction to Italy
Sunday July 19 Students arrive in Florence (by 2pm)
Monday July 20 Orientation/Final Registration
Tuesday July 21 Classes start
Thursday Aug 6 Classes end
Friday Aug 7 Housing check-out (by 10AM)

6-Week Sessions

Classes are held Mon through Thurs. A select number of experiential learning courses will maintain the Tues-Wed-Thurs scheduling for lab-related activities.

Note: 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 17 Students arrive
Monday May 18 Orientation/Final Registration
Tuesday May 19 Classes start
Thursday June 25 Classes end
Friday June 26 Housing check-out (by 10AM)

Session B

Sunday June 28 Students arrive
Monday June 29 Orientation/Final Registration
Tuesday June 30 Classes start
Thursday Aug 6 Classes end
Friday Aug 7 Housing check-out (by 10AM)

1-Week Sessions

Classes are held from Sunday to Sunday

Session C

Sunday May 10 Students arrive (Rome, by 5pm)
Monday May 11 Orientation/Final Registration
Monday May 11 to Sunday May 17 - Cultural Introduction to Italy
Sunday May 17 Classes end in Florence (by 2pm)

Session D

Sunday May 31 Students arrive (Rome, by 5pm / Florence by 5pm for Farm to Table)
Monday May June 1 Orientation/Final Registration
Monday June 1 to **Sunday June 7** Cultural Introduction to Italy / or Farm to Table
Sunday June 7 Classes end in Florence (by 2pm)

Session E

Sunday June 21 Students arrive (Rome, by 5pm / Florence by 5pm for Italian Family)
Monday June 22 Orientation/Final Registration
Monday June 22 to **Sunday June 28** Cultural Introduction to Italy / or Italian Family
Sunday June 28 Classes end in Florence (by 2pm)

Session F

Sunday July 12 Students arrive (Rome, by 5pm)
Monday July 13 Orientation/Final Registration
Monday July 13 to Sunday July 19 Cultural Introduction to Italy
Sunday July 19 Classes end in Florence (by 2pm)

CAREER PROGRAMS 2019-2020

Please note: Mandatory field learning activities may take place on Fri, Sat, or Sun according to course requirements. Please check schedule for details.

Fall 2019

Classes are held Monday through Friday

August Intercession - Optional (Italian Language)

Sunday August 4 Students arrive

Monday August 5 Orientation

Tuesday August 6 Classes Start

Thursday August 22 Classes end

Optional Intercession Week I: Monday August 26 to Friday August 30 / Cultural Introduction to Italy Week (Sunday Aug 25 to Sunday Sept 1)

Session I

Monday Sept 2 and Saturday Sept 7 Food Safety and Sanitation

seminar (HACCP), mandatory for level I CA/BP/HM/WSE

Sunday Sept 1 Students arrive

Monday Sept 2 Orientation

Tuesday Sept 3 Classes start

Thursday Sept 19 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Friday September 20

Intercession Week II: Monday Sept 23 to Friday Sept 27

Mandatory: students are required to attend their EL projects/shifts during Intercession Week II

Session II

Tuesday Oct 1 Classes start

Thursday Oct 17 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Monday Oct 1 and Friday Oct 19

Intercession Week III EL/Optional Seminars/TuttoToscana Program NYC week: Monday Oct 21 to Friday Oct 25

Mandatory: students are required to attend their EL projects/shifts during Intercession Week III

Session III

Tuesday Oct 29 Classes start

Thursday Nov 14 Classes end

Mandatory: students are required to attend their EL projects/shifts on Monday Oct 29 and Thursday Nov 1

Friday Nov 15 Graduation

Saturday Nov 16 Housing check-out

Intercession Week IV EL: Monday Nov 18 to Friday Nov 22 (Optional Internship/EL Programs)

Session IV

- Optional (Italian Language/Internship/EL Programs)

Tuesday Nov 26 Classes start

Wednesday Dec 11 Classes end

Thursday Dec 12 Housing check-out (by 10AM)

Mandatory: Continuing career students are required to attend their EL projects/shifts on Monday Nov 26.

Spring 2020

Classes are held Monday through Friday

January Intercession - Optional (Italian Language/Internship/EL Programs)

Friday Jan 3 Students arrive

Saturday Jan 4 Orientation

Tuesday Jan 7 Classes start

Tuesday Jan 21 Classes end

Intercession Week I EL (including optional Internship/EL Programs): Monday Jan 27 to Friday Jan 31 / Cultural Introduction to Italy Week (Sunday Jan 26 to Sunday Feb 2)

Session I

Mandatory for Year 1 Level I students: Monday Feb 3 and Saturday Feb 8 safety seminar

Monday Feb 3 Orientation

Tuesday Feb 4 Classes start

Thursday Feb 20 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Friday Feb 21.

Intercession Week II EL: Monday Feb 24 to Friday Feb 28

Mandatory: Students are required to attend their EL projects/shifts during Intercession Week II.

Session II

Tuesday March 3 Classes start

Thursday Mar 19 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Monday March 2 and Friday Mar 20.

Intercession Week III EL/TuttoToscana Program NYC week: Monday Mar 23 to Friday Mar 27

Mandatory: Students are required to attend their EL projects/shifts during Intercession Week III.

Session III

Tuesday Mar 31 Classes start

Thursday Apr 16 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Monday Mar 30, Monday April 13, and Friday April 17.

Intercession Week IV/EL: Monday Apr 20 to Friday Apr 24

Session IV

Tuesday Apr 28 Classes start

Wednesday May 13 Classes end

Thursday May 14 Graduation

Friday May 15 Housing check-out (by 10AM)

Mandatory: Students are required to attend their EL projects/shifts on **Monday April 27** and **Friday May 1**.

Summer 2020

3-week session classes are held Monday through Friday

Session I

Mandatory for Year 1 Level I students: Monday May 28 and Saturday May 23 safety seminar

Sunday May 17 Students arrive

Monday May 18 Orientation

Tuesday May 19 Classes start

Thursday June 4 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Friday June 5.

Session II

Tuesday June 9 Classes start

Thursday June 25 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Monday June 8, Wednesday June 24, and Friday June 26.

Session III

Tuesday June 30 Classes start

Thursday July 16 Classes end

Mandatory: Students are required to attend their EL projects/shifts on Monday June 29 and Friday July 3.

Session IV

Tuesday July 21 Classes start

Thursday Aug 6 Classes end

Friday Aug 7 Graduation

Saturday Aug 8 Housing check-out (by 10AM)

Mandatory: Sareer students are required to attend their EL projects/shifts on Monday July 20.

MASTER-LEVEL PROGRAMS 2019-2020 - CA/BP

1 YEAR / 2 SEMESTERS

Classes are held Monday through Friday

August 2019 Intercession - Optional (Italian Language)

Sunday August 4 Students arrive

Monday August 5 Orientation

Tuesday August 6 Classes Start

Thursday August 22 Classes end

Optional Intercession Week I: Monday August 26 to Friday August 30 / Cultural Introduction to Italy Week (Sunday Aug 25 to Sunday Sept 1)

Fall Semester 2019

Mandatory: Monday Sept 2 and Saturday Sept 7 Food Safety and Sanitation seminar (HACCP)

Sunday Sept 1 Students arrive

Monday Sept 2 Orientation

Tuesday Sept 3 Classes start

Wednesday Dec 11 Classes end

Thursday Dec 12 Housing check-out (by 10AM)

Spring Semester 2020

Thursday Jan 2 Students arrive

Friday Jan 3 Orientation

Monday Jan 6 Classes start

Wednesday May 7 Classes end

Thursday May 8 Graduation

Friday May 9 Housing check-out



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