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| Universita per Stranieri de Perugia and Università degli Studi di Perugia Exchange Guidefor GVSU Applicants 2/1/2016 |
| The information in this document is subject to change. PIC aims to provide students with the most up-to-date information; however, information at the host university may change. Updated information will be provided to participants when it becomes available. |
| If you find a link does not work, please copy and paste the website into your browser. If the link still does not work, please let us know. |
|  | All GVSU students who want to earn credit at GVSU for a study abroad program must first apply for home school approval through the OASIS online application system, [www.gvsu.edu/oasis](http://www.gvsu.edu/oasis).The study abroad application through the GVSU online system (OASIS) allows students to apply for home school approval to participate in a specific study abroad program. If you change your study abroad program at any time, you must submit a *Study Abroad Change Form*. All programs are subject to approval. **The OASIS application entails**: Conditions of application, essay questions, release of information, faculty references, emergency contacts, risk and release, and a required deposit of $105. * **Keep your information updated.** ThePadnos International Center refers to the information in OASIS for up-to-date program information, and student contact information. Please let us know if information changes.
* **Message System/connect with other program participants.** Students can easily get in contact with other program participants using the OASIS messaging system.
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| Study Abroad Orientation | **All study abroad participants are required to attend one Study Abroad Pre-Departure Orientation.** Students who attend one of these required sessions will be eligible to receive their full deposit refund. We will not refund the deposit to students who do not attend one of the many sessions offered throughout the semester prior to your departure. |
| Required Documents | Once you are “accepted” to participate in your chosen study abroad program, your OASIS account will give you access to additional information, including required forms. **The documents below are due to PIC by**: **AUG** **15** (Fall departures); **DEC 15** (Winter departures)**All students must submit the following required forms in order to be eligible to receive their deposit refund**:* Flight Itinerary
* Medical insurance
* Passport copy
* Health information

**Students who plan to use financial aid to help cover the cost of their study abroad program must submit:*** Expense Form
* Accept the financial aid you plan to use for your semester abroad in MyBanner.

**Students who plan to take course abroad that will fulfill specific degree requirements must submit:*** Course Approval Form and/or email confirmation specifying the departmental approval.
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| Study Abroad Advisors | The Padnos International Center has a number of advisors available to answer question you may have throughout the process.**General advising**: Stop into 130 LOH to speak with a Peer Advisor or email: studyabroad@gvsu.edu. **Pre-acceptance advising**: Meaghann Myers-Smith, Study Abroad Advisor, myersmea@gvsu.edu. **Post-acceptance advising, host university application information, and while you are abroad:** Rebecca Hambleton, Director, Study Abroad & International Partnerships, hambletr@gvsu.edu **AND** Chris Borda, Office Coordinator, Study Abroad, bordac@gvsu.edu. |
| Financial Aid Guide for Study Abroad | If you plan to use your GVSU financial aid to pay for your study abroad expenses, please review the Financial Aid Guide to Study Abroad available on the PIC website at:[www.gvsu.edu/studyabroad](http://www.gvsu.edu/studyabroad), select “Funding”, then select “Funding FAQ’s.” |
| Course Approval Process | For detailed instructions on securing approval for the courses you want to take abroad, visit:<http://www.gvsu.edu/studyabroad/partnership-academics-517.htm>  |
| Pre-Departure Checklist | Visit: [www.gvsu.edu/studyabroad](http://www.gvsu.edu/studyabroad), select “Getting Started”, then select “Step-by-Step Guide” for a detailed pre-departure checklist.  |
|  | Once a student has been approved by the Padnos International Center to participate in a partnership program, the student will be invited to begin working on the host university application materials. Students are still subject to approval by the host university and must also complete the required application materials to formally apply for this program. Again, the OASIS application is for the home school approval only. |
| Required documents | **The following documents must be turned in to PIC by**:**Summer departure:** **February 16****Universita per Stranieri de Perugia Application** <https://www.unistrapg.it/it/area-internazionale/studenti-internazionali/mobilit%C3%A0-extra-erasmus-incoming-students> * Application
* Letter of nomination from GVSU *(PIC will prepare this on your behalf & include it with your materials.)*
* Copy of your passport information page
* 2 passport-sized photos

**University of Perugia Application*** University of Perugia Student Application Form
* Transcript
* Essay on why you are applying for this program
* Learning Agreement
* 1 passport-size photo

**NOTE:** PIC offers passport-size photos. The price is currently 2 photos for $3 (price is subject to change). |
| Course options | See PIC website for information:<http://gvsu.edu/studyabroad/additional-information-university-of-perugia-647.htm>  |
| Program Costs | A detailed budget can be found on the PIC website under Macquarie University “Additional Information.” <http://gvsu.edu/studyabroad/additional-information-university-of-perugia-647.htm>  |
| Accommodation  | The University of Perugia can arrange housing for students in on-campus residence halls. Alternatively, students may also choose to find a local apartment to rent. * Students can search for a variety of accommodations around Perugia using Cercalloggio Umbria [www.cercalloggio-umbria.gov.it](http://www.cercalloggio-umbria.gov.it)
* Prices vary depending on the housing options you pick

Housing link for the University for Foreigners:<https://www.unistrapg.it/en/campus-life/services/accomodation>  |
| Application Timeline | **Timeline for Summer and Fall Semester Participants** *This is a general timeline and is subject to change from year to year.*

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|  | **Summer and Fall Semesters** **June – September and September - December** |
| Apply to study abroad in OASIS (GV application system) | Deadline for COMPLETED OASIS application: February 1 |
| PIC sends host university application instructions to students | Within 1 week after the priority deadline |
| Host university Applications due back to PIC | By February 16 |
| PIC will send host university applications to partner universities  | March |
| Course availability | Uni for Foreigners – available onlineUni of Perugia – see John Constantelos |
| Perugia partners will send acceptance letters to students. Once students have acceptance from MU, they can purchase flight and apply for visa. | End of April |
| Students apply for a visa | Early May |
| Housing confirmations are sent to students | May/June |
| Tuition payment due to GVSU | End of April |
| Travel to Italy | June |
| Perugia partners send transcripts to GVSU | March |

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| Program Dates/Calendar | Students will be registered at two different Universities as part of this program. **University for Foreigners**: July – September**University of Perugia:** October - December |
| Partner University Contacts | **Contact at the University of Foreigners:****Filippo Capruzzi**Coordinatore area Erasmus/Erasmus coordinatorServizio Relazioni Internazionali, Erasmus e mobilitàInternational relations, Erasmus and Mobility officeUniversità per Stranieri di Perugia - Palazzo GallengaUniversity for Foreigners PerugiaPiazza Fortebraccio, 4 - 06123 - PerugiaTel: +39 (0)75 5746266 - 243 - 303*Email:* relazioni.internazionali@unistrapg.it*;* filippo.capruzzi@unistrapg.it**Contact at the University of Perugia:**Alessandra TunnoInternational Relations OfficeUniversità degli Studi di PerugiaPiazza IV Novembre, 2306123 Perugia (Italy)Tel.: 0039 075 966 9272Fax: 0039 075 5733480E-mail: uri@unipg.it International Relations email: relint@unipg.it  Website: http://relint.unipg.it |
|  | Become a WELL-INFORMED traveler! Research you host country before you leave, and avoid going abroad unaware and unprepared. **It is up to YOU, the participant, to research and educate yourself before you leave.****Visit:** [**www.gvsu.edu/studyabroad**](http://www.gvsu.edu/studyabroad)**, select “Before You Go.”**  |
| Visa Information/link to consulate/timeline for application | US citizens are required to apply for a visa to study in Italy for more than 90 days. Permanent residents of Michigan will be required to work through the Italian Consulate in Detroit. If you are a permanent resident of another state, you must research which Italian Consulate has jurisdiction over your home state.There is not currently a charge for the student visa. Students will be required to travel to Detroit to apply for their visa in person. It is recommended that students BOOK their appointment a minimum of 9 weeks prior to your intended departure to ensure you have plenty of time to get through the process. Students should not attempt to apply for their visa more than 90 days prior to departure.Application instructions can be found on the Italian Consulate in Detroit Website:<http://www.consdetroit.esteri.it/Consolato_Detroit> Link to student visa information:<http://www.consdetroit.esteri.it/Consolato_Detroit/Menu/I_Servizi/Per_chi_si_reca_in_italia/>  |
| Flights/Arrival City/Travel to host institution | Students will be required to make their own way to Perugia and to the University.<http://www.unipg.it/en/home/maps-and-directions> |
| CDC Report/WHO | All study abroad students are strongly encouraged to carefully review the CDC report for the country they plan to study in. The CDC report provides information on required and recommended immunizations, health and safety advice, and packing tips. Visit: [www.cdc.gov](http://www.cdc.gov) The World Health Organization (WHO) offers extensive information on health topics, critical health situations, statistics, world health reports, country-specific information for travelers. Visit: [www.who.org](http://www.who.org)  |
| State Department Travel Information | All GVSU study abroad students are required to register their trip with the US State Department through the Smart Traveler Enrollment Program. Visit: <http://travel.state.gov> for details. Students should also carefully review the country information posted on the State Department website. Safety and security considerations are often listed in this document. |
| Mobility International (MIUSA) | MIUSA is national leader on providing comprehensive disability support and resources for students for disabilities going abroad. If you have a disability, we strongly encourage you to utilize the resources available through this organization as you prepare for your journey. <http://www.miusa.org/> |
|  | Concerns about safety and security are very common among study abroad students and their families. PIC offers a pre-departure orientation, online resources, and individual support to students who have concerns about safety in another country.  |
| Resources for emergency situations | <http://www.gvsu.edu/studyabroad/health-safety-538.htm> |
| Reporting an incident | If you experience an incident abroad, please contact Rebecca Hambleton, hambletr@gvsu.edu to file a report on the incident. When you file a report, every effort will be made to connect you with resources that are available to you if you. Other important campus resources that are available to GVSU students in need of assistance with a critical incident: * **Women’s Center**, <http://www.gvsu.edu/women_cen/>
* **Counseling Center,** <http://www.gvsu.edu/counsel/>
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| Overseas Security Advisory Council (OSAC) | The U.S. Department of State created OSAC to promote cooperation between America’s private sector worldwide and the U.S. government on issues of security. Daily news can be found on this site, as well as country crime and safety reports. <https://www.osac.gov/> |
| Association for Safe International Road Travel (ASIRT) | ASIRT offers more than 100 country road travel reports with guides for travelers including information on potentially dangerous conditions, road conditions, common road practices, traffic laws and more. Country reports are available for a fee. Additionally, the website does offer helpful tips for travelers.[www.asirt.org](http://www.asirt.org) |
|  | Attitude is EVERYTHING!Please remember, you have applied to study abroad to experience something different from what you can get here at GVSU. The most successful study abroad students are those who exercise flexibility and are open to change. |
| Culture guides | PIC offers a variety of country-specific resources that you can explore. Visit our website at: <http://gvsu.edu/studyabroad/additional-information-university-of-perugia-647.htm>  |
| Returning home | <http://magazine.lifeafterstudyabroad.com/contents> Many students indicate that returning home from study abroad is far more of an adjustment than the initial adjustment to the host country. Students have a variety of experiences upon their return home. PIC offers a welcome back event that brings study abroad students together to share what they learned abroad, and to connect about the challenges of returning home after adapting to a different culture for many weeks or months. This event offers a career planning component to help you think about how to articulate to future employers what you learned through your experiences abroad and how this will help you in your career development. Visit the PIC website for information about adjusting to life back home after study abroad! |