

2018-2019 APPLICATION FORM

ADMISSIONS

Students must be at least 18 years old by the start of the program. LdM requires students to have upheld good academic and disciplinary standing. Applicants must have completed one year of college/university credit and have a minimum 2.80 cumulative GPA. Students participating in the science courses in Rome are required to have a minimum 3.0 cumulative GPA. In order to learn effectively, students are expected to be independent English users with proficiency in listening, speaking, reading, and writing. Students must be in a good medical/psychological condition to succeed in the program.

	PERSO	NAL INFORMATION		
eaal name:				O Female
.egal name: Last nan	ne	First name	Middle name	
Date of birth (mm/dd/yyyy)		Country of birth		
Country of citizenship		Passport #		
Permanent address				
City	State		_ Country	
Home Phone		Cell Phone		
Preferred personal email addres:	S (<u>must be active for use while</u>	at LdM)		
Alternative email address				
Social Security #	College	/University		
Major		Minor		
Check (✓) classification while a MATRICULATION STATUS during st	tudy abroad: O being o	enrolled at my home instituti a leave of absence from my	on home institution	
SITE:	YEAR:	SESSION:	PROGRAM:	
O FLORENCE O TUSCANIA O ROME O THREE CITIES Program	20182018-20192019	O Fall O Spring O Academic Year O January Intersession O Summer I /June O Summer II /July	O Study Abroad Pr O Semester Certific O STEM Program O Summer Worksho O Field School	cate

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EMERGENCY CONTACT

Last name	First name	Relationship	
Home Phone	Cell Phone	E-mail	
	ITALIAN LANGU	AGE PROFICIENCY	
How many college sem	esters/quarters of Italian have you con	npleted?	
List the code, title and le	evel of the highest Italian course you h	ave completed	
Describe any other rele	vant Italian language experience		

COURSE SELECTION - Fill out the following only after carefully reading all registration and attendance policies

- YOU MUST OBTAIN THE APPROVAL FOR YOUR COURSES BEFORE SUBMITTING YOUR COURSE SELECTION. You are responsible for ensuring that your home institution will grant you credits for courses (both first choices and alternatives) taken at LdM. This includes any changed courses as a result of placement test/level adjustments.
- It is your responsibility to verify that there are no time conflicts among your selected courses and alternatives.
- Make sure that you sign up for the amount of credits required by your home institution, without exceeding the maximum number of credits allowed
- LdM encourages students to consider course load and exam scheduling when making registration decisions.
- Students registering for any non-beginning course must choose the appropriate level by carefully checking the LdM Academic Catalog and Course Schedule (online) for prerequisites. Concurrent enrollment does not satisfy our prerequisite requirements: the students must have completed the prerequisites before arrival at LdM.
- During the semester all students must select an Italian language section and alternative section that fit their schedule. Italian language (ITL code) and Italian language and culture (ITC code) courses are equivalent in term of satisfying the LdM language requirement. Italian language is optional during short terms and during the second semester for academic year students.
- At LdM, non-beginning students will take an Italian placement test to confirm their level. As a result of the placement test LdM reserves the right to move students into a different level. Therefore, students must be aware that their schedule is subject to adjustments.
- YOU ARE REQUIRED TO PROVIDE A VALID ALTERNATIVE COURSE/SECTION FOR EACH FIRST CHOICE.
- Any student taking a science course in Rome during the semester belongs to the STEM Program.

SEMESTER PROGRAMS

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AY / TIME				
EXTRA COURSE (3 credits) For any extra course you will be charged the applicable fee				

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\cup	2 I E/VI	FRUGR	AM -	KUNE

The STEM Program combines a core course on Italy's contributions to modern sciences with a selection of science courses that is subject to change each semester. Furthermore, students can choose from among a variety of general education courses. The core course and the STEM courses cannot be changed, dropped or withdrawn from. Italian language study is encouraged but no language courses are required. To enroll, select the STEM Program and list in the course selection chart above the core course, the science courses and the general education courses you want to take. To help ensure a successful experience, we recommend that students take no more than two science courses with a lab component.

0	THREE CITIES PROGRAM: TUSCANIA,	ROME, A	ND FLORENCE - F	ALL SEMESTER	total of 15 cred	its)
0	THREE CITIES PROGRAM: TUSCANIA,	ROME, A	ND VENICE - SPR	ING SEMESTER	total of 15 crec	lits

This semester-long study abroad experience connects students to three diverse Italian cities, each with a distinct identity and culture; Tuscania, Rome and either Florence (in Fall) or Venice (in Spring). Students spend one month in Tuscania followed by one month in Rome, and then they complete the experience in either Florence (Fall) or Venice (Spring). They follow a structured program of five 3-credit courses, including one in Italian language and culture. Please note all courses are mandatory and cannot be changed, dropped or withdrawn from.

Please consult the Three Cities Brochure for the Academic Calendar and for further course information.

SEMESTER CERTIFICATES

	Core courses:	Track courses: choose two among the following checking the course schedule for any prerequisites
ARCHITECTURE IN URBAN CONTEXT	Technical Drawing Sustainable Architecture Architecture in its Environment	Public Space DesignArchitecture Studio: Special TopicsContemporary Architecture
INTERIOR DESIGN IN CONTEMPORARY LIVING	Technical Drawing Interior Design II Design for Living Spaces	Textile Science Furniture Design Lighting Design
PRODUCT DESIGN TOWARDS SUSTAINABILITY	Technical Drawing Product Design II Sustainable Design	 Aesthetics of Design: Theory and Practice Design Materials Introduction to Environmental Issues
VISUAL COMMUNICATION FOR FASHION	Introduction to the Fashion Industry Fashion Illustration I Fashion Communication	 Principles of Fashion Photography Visual Merchandising Anthropology of Fashion and Desirability
ART OF COOKING: ITALIAN GASTRONOMY	Current Trends in Italian Cuisine Food and Culture Italian Food and Culture: Pairing Food & Wine	Italian Language Italian Regional Food in Cultural Perspective Fundamentals of Food Design, Styling and Photography Italian Cuisine: History and Practice
ART OF COOKING: BALANCE IN NUTRITION	Nutrition Studies Topics in Nutrition: Italian Style Cooking The Mediterranean Diet	Italian Language Vegetarian Culture The Science of Food, Health and Well-Being Sustainable Food
O SEMESTER CERT	IFICATES - ROME (total of 15 credits)	
	Core courses:	Track courses: choose two among the following checking the course schedule for any prerequisites
NTERNATIONAL CONFLICT	Anthropology of Violence & Conflict International Conflict Resolution	Globalization & Social Change International Terrorism

JANUARY INTERSESSION PROGRAM (SEE LIST BELOW - NO PROGRAM CHANGES ALLOWED AFTER ARRIVAL): SITE: YEAR: SESSION: O 3-Credit Course (3 credits) O 4-Hour Italian (4 credits) O Combination of Two 3-Credit Courses (total of 6 credits) O FLORENCE 0 2019 O January Intersession O Combination of 3-Credit Course + 4-Hour Italian (total of 7 credits) CODE **SECTION CREDITS COURSE TITLE** DAY / TIME 1 Circle one: 3 4 ALT. 2 3 ALT. SUMMER SESSIONS ${\tt PROGRAM~(SEE~LIST~BELOW~-} \underbrace{{\tt NO~PROGRAM~CHANGES~ALLOWED~AFTER~ARRIVAL}}_{\tt NO~PROGRAM~CHANGES~ALLOWED~AFTER~ARRIVAL}):$ SITE: YEAR: SESSION: O 3-Credit Course (3 credits) O 4-Hour Italian (4 credits) O FLORENCE O Summer I / June O Combination of Two 3-Credit Courses (total of 6 credits) O TUSCANIA 0 2019 O Combination of 3-Credit Course + 4-Hour Italian (total of 7 credits) O Summer II /July O ROME O Workshop (6 credits) O Field School (6 credits) CREDITS **SECTION COURSE TITLE** CODE DAY / TIME 1 Circle one: 3 4 6 ALT. 2 3 ALT. For any extra course you will be charged the applicable fee **NON-CREDIT ITALIAN CUISINE & WINE TASTING CLASS** Extra ALT. 0 Extra ALT. SITE: YEAR: SESSION: PROGRAM (SEE LIST BELOW - NO PROGRAM CHANGES ALLOWED AFTER ARRIVAL): O 3-Credit Course (3 credits) O 4-Hour Italian (4 credits) O FLORENCE O Summer I / June O Combination of Two 3-Credit Courses (total of 6 credits) O 2019 O TUSCANIA O Summer II /July O Combination of 3-Credit Course + 4-Hour Italian (total of 7 credits) O ROME O Workshop (6 credits) O Field School (6 credits) O 6-week STEM program CODE **SECTION CREDITS COURSE TITLE** DAY / TIME 1 Circle one: 3 4 6 ALT. 2 3 ALT. **NON-CREDIT ITALIAN CUISINE & WINE TASTING CLASS** For any extra course you will be charged the applicable fee Extra ALT. 0 Extra ALT.

REGISTRATION POLICY

- 1. Students will automatically be enrolled in their alternative program/course/section, if any of their first choices is unavailable (cancelled due to insufficient enrollment or full). The Registrar reserves the right to move students to a different section in order to balance course enrollment, or deny course change requests.
- 2. All course change requests, before and after arrival, must be supported and accompanied by a strong academic reason.
- 3. A level test will be administered at the beginning of Performing Arts and Intermediate/Advanced level Studio Art and Design courses to confirm the students' level. Many of the Studio Art and Design courses list two time blocks. Students enrolled in these courses must attend both time blocks
- 4. Students may attend only the courses listed on their Official Registration form. Auditing is not allowed.
- 5. Only one class can be changed upon arrival at LdM, depending on course availability. This is only allowed during the first days of classes, before Final Registration. Final Registration deadlines will be announced during Orientation. No exceptions will be made to these deadlines. This is not available for Three Cities program, Semester Certificate and STEM Program courses, Field School or Workshop.
- 6. The science courses in Rome cannot be changed, dropped or withdrawn from.
- 7. The break between Summer Session I and Summer Session II does NOT apply to students attending the 6-week science courses offered at LdM Rome.
- 8. Students participating in an internship must fulfill the relevant prerequisites. Concurrent enrollment in a course in the same field is required. The application for an LdM internship is due by the application deadline, along with the required supporting documentation (eg. student's resumé, formal letter of intent, two reference letters, portfolio, etc.). Late submission of the supporting documentation can compromise the eligibility for an internship placement. Placement in internships is not guaranteed and choosing an alternate course is mandatory. Students taking an internship must retain a minimum of 15 credits per semester. Internships cannot be added during the add/drop period. Internships have particular attendance regulations.
- 9. No refunds will be issued for classes dropped after arrival at LdM.
- 10. Students are not allowed to change Program or Location after arrival.
- 11. Students must retain full-time status, with a minimum of 12 credits during the semester and 3 credits during short terms. However, it is each student's responsibility to know if his/her home institution requires enrollment for more than 12 or 3 credits respectively. Furthermore, students relying on financial aid are strongly encouraged to maintain a standard 15 credit minimum during the semester and a 6 credit minimum during short terms. Students may not drop or withdraw (with a "W" or "W/F") from a course if it would bring them below the minimum number of credits. Non-credit offerings are available only in addition to credit-bearing courses.
- 12. Mid-terms and final exams will be given only on the scheduled days that appear on each course syllabus and will not be moved under any circumstances, including illness, travel plans, family matters, etc. Exams are scheduled during normal class times, so more than one exam may be administered on the same day.
- 13. Students are not allowed to make up any assessed in-class activities they may have missed (including but not limited to quizzes, tests, etc.) under any circumstances, including illness, travel plans, family matters, etc.
- 14. LdM does not offer Pass/Fail grades or Incompletes, only letter grades. All classes registered for and grades received will appear on each student's LdM transcript regardless of their intent to transfer credits to their home institution. Students are responsible for understanding the LdM grading system and their home institution's minimum grade requirement for the transfer of credit. Detailed information about grading/evaluation can be found in the specific course syllabi.
- 15. Students with documented learning disabilities will be subject to local educational standards, and therefore may not be provided with the same accommodations offered by their home institution. However, based on current and official documentation of the disability, LdM will provide assistance to these students. It is each student's responsibility to provide this documentation within the deadline. LdM is able to guarantee the following: Italian language tutoring, administration of exams in separate classrooms, and extra time for completion of exams.
- 16. LdM reserves the right to withhold the transcript and/or housing deposit of students who violate contract agreements related to housing and/or academic issues (i.e. any balance or debt incurred) and/or whose behavior is considered detrimental towards the institute and other students
 - a) The Rules of Conduct applied at this Institute may be different from the rules applied by the student's home college or university.
 - b) The Lorenzo de' Medici Rules of Conduct must be carefully read by each student. A copy of the Rules of Conduct is included in the Orientation Packet given to every student and is also distributed during Orientation at LdM and shown in every building of the Institute.
- 17. It is ABSOLUTELY REQUIRED that all students attend the ORIENTATION MEETING. Students must make sure they plan their travel itinerary accordingly. For the Three Cities Program all three orientations (in Tuscania, Rome and Florence or Venice) are mandatory. The arrival date listed on the LdM academic calendar must be respected, unless the student's program has arranged an earlier arrival.
- 18. All students are required to carry a cell phone at all times that can receive text messages and phone calls in Italy, and to provide the phone number to LdM at Orientation.
- 19. Applicants to the Semester Certificates, Three Cities and Tuscania Program may be asked to provide an alternative site and alternative courses (if applicable), depending on enrollment demand for the selected term.

ATTENDANCE POLICY

- 1. Course attendance is a primary requirement for a responsible learning experience at LdM.
- 2. Punctuality is mandatory. Students must arrive in class on time: any lateness, leaving class during the lesson without notice, not showing up on time after the break, or leaving earlier, will impact the participation grade and the Final Grade.
- 3. Students are responsible for keeping track of their absences and for catching up on any missed work.
- 4. Make-up classes are always mandatory as part of the course program.
- 5. If a class occasionally creates conflict with another class, the student is required to inform both instructors in advance.
- 6. For no reason (i.e., travel plans, family matters, etc.) will absences be excused.
- 7. Absences will also be counted during the first days of class unless students added the class during the add/drop period.
- 8. Students will receive an "F" on each exam they miss.
- 9. Students who leave LdM before the end of the term must fill out an Official Withdrawal Request form and return it to their advisor. Students who submit the form by the "W" Withdrawal deadline will receive a "W" for each non-completed course. Students who submit the form by the "W/F" Withdrawal deadline will receive a "W/F" for each non-completed course. Students who leave LdM without submitting the form will receive an "F" in each non-completed course. In all cases, students will not be eligible for credits or receive a refund.
- 10. Students should take into consideration that LdM courses may run MONDAY through FRIDAY during the semester and that their schedule may be subject to adjustments until the final registration deadline.
- 11. Students who absent themselves from courses will have their final grade penalized as indicated on the following table:

	SEMESTER COURSES	
ITALIAN LANGUAGE /	ITALIAN LANGUAGE AND CULTURE COU	RSES (ITL/ITC)
	Final grade lowered by one full letter when you have:	Final grade = "F" (No credit awarded) when you have:
3/4-hour courses meeting once or twice a week	3 absences	4 or more absences
6-hour courses	4 absences	5 or more absences
DANCE C	OURSES and MATH COURSES in Florence	
	Final grade lowered by one full letter:	Final grade = "F"; No credit awarded:
Dance and Math courses	3 absences	4 or more absences
Internshi	ps – See course syllabus for absence policy	
	ALL OTHER COURSES	
	Final grade lowered by one full letter:	Final grade = "F"; No credit awarded:
Courses meeting once a week	3 absences	4 or more absences
Courses meeting twice a week	4 absences	5 or more absences
	SCIENCE COURSES	
	Final grade lowered by when you have:	Final grade = "F" (No credit awarded) when you have:
Lecture twice a week	2 absences = one full letter penalty	3 or more absences
Lecture once a week	1 absence = one full letter penalty	2 or more absences
Lab portion (course specific)	1 absence = % penalty (See course syllabus)	2 or more absences
SUMMER S	ESSION COURSES / THREE CITIES COURSE	S
	Final grade lowered by one full letter:	Final grade = "F"; No credit awarded:
Science courses	1 absence	2 or more absences
All the other courses	3 absences	4 or more absences
Workshop and Fi	eld School – See course syllabus for absence	policy
J	ANUARY INTERSESSION COURSES	
	Final grade lowered by one full letter:	Final grade = "F"; No credit awarded:
Italian language courses	3 absences	4 or more absences
All other courses	2 absences	3 or more absences

RIGHT TO MODIFY

It is the policy of LdM to adhere to the rules, policies, procedures and course offerings that are announced. In exceptional cases, LdM nevertheless reserves the right to expand, delete, update or revise its course offerings, course content, and academic and administrative rules and procedures; to adjust course schedules and contact hours, and to modify any other information included in the catalogue and the course schedule whenever such changes are deemed necessary. Every attempt has been made to ensure that the information provided is correct.

STUDENT CONDUCT

Students are expected to conduct themselves in a responsible, law-abiding manner, consistent with the rules and regulations of LdM, as well as with applicable Italian and European Union governmental laws generally. Deviations from such rules, regulations and laws include, but are not limited to, unauthorized absences from class or other program activities, the making of threats or engaging in harassment, violence or other misconduct, damage to, or defacement of, school, residence, or student property, the use, possession or distribution of alcohol or other substances, and/or other reckless or dangerous behavior. LdM reserves the right to take disciplinary action against a student based on the student's deviation from such rules, regulations and laws, or who otherwise engages in behavior that jeopardizes the safety and well-being of the student, members of the LdM community or any other person. Disciplinary action may include, but is not limited to, suspension or dismissal from the program. There shall be no refund of tuition, fees, or rent in the event that a student is suspended or dismissed from the program. LdM reserves the right to release to the student's primary institution or other interested party information regarding any failure of the student to comply with such rules, regulations or laws, as well as the details of any disciplinary action taken as a result thereof.

PROGRAM WAIVER

This program involves studying at LdM and living in an apartment, hostel, hotel, residencia, or with a host family in the host city. Group excursions and social/cultural activities are routinely offered to participants. Some trips may be over-night and most will involve transportation on a bus and/or train. The undersigned fully understands that there are certain dangers, hazards, and/or risks inherent in international travel, the group excursions, and in the activities included in the LdM program and have 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 therefore agrees to assume and take on all responsibilities in any activities associated with the LdM program. In consideration of, and in return for, the service, facilities and other assistance provided to participants by LdM (and their governing boards, employees, and agents) I, the undersigned, along with any of our assignees, heirs, distributees, guardians, and legal representatives release LdM and its partner 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 LdM, including but not limited to negligence, mistake, or failure to supervise by LdM or any of their employees, agents, or contractors.

STUDENT CERTIFICATIONS

		*** This form must be printed and pt	hysically signed, <u>no electronic signatures accepted</u> ***	
	Stud	ent signature &	Date	
I her subs LdM avairesel and Regunot amusirighteithe	reby waive and idiaries or affiliation is registered filable on our or oves the right to I authorize the ulation and Italia detrimental to ic, art, and cress of compension its entire	release any and all claims that I now hates in respect of the admissions process o hold your personal data under the ficial web site). This information will be give your email address to your professors use of my personal information by Lore I law on privacy. I allow LdM exclusively my dignity or reputation: 1) my image in ative projects; 3) my name in conjunctation for the aforementioned content	nave, or in the future may have, against LdM, its officers, directors, employ is, including, without limitation, the denial of my application for any reason. European Reg (UE) 2016/679-and Italian privacy law (our privacy policy used for administrative purposes and will not be given to any third party. It is and LdM staff if needed. I hereby agree to comply with the above regularies and Medici, in accordance with Reg. (UE) 2016/679 General Data Protect to collect, publish and use for purposes of advertising and promotion that in photographic, video or digital content; 2) my own writings, figurative with the interviews and statements in relation to LdM. I permanently waity generated in the period of enrollment at LdM, which may be reproducted multimedia content, and may be published on the following web.	cy is LdM tions action t are rorks, re all
			by the rules and regulations of LdM, as well as applicable governmental gulations, LdM policies, and Italian and European Union laws.	laws
acciposs I have notice Lore Serv stud of transpection app affermay the I the I	ept as binding sible disciplinar ve certified be ce of any facts nzo de' Medicices and infrastents are accustical waiver from their acade warrant action event that the program, the second program, the second program is abilitially as a single program is abilitial waiver from the second program, the second program, the second program is abilitial waiver action to the second program is abilitial waiver action to the second program is abilitial waiver action to the second program is a single program is a	any and all conditions that apply to additions, including admission revocation false or should it be deemed necessare that hereafter arise that would make the it is committed to ensuring the success ructure (building access, mobility assist tomed to in their home country and play and their town of their home country and play abroad experience. Students with a number of the current physician/s 1) confirming abroad experience. Students are respected in on behalf of LdM, up to and including student's medical/psychological concudent will be required to notify LdM proy to accommodate the student's particular to the control of the commodate the student's particular to accommodate the	combination with other factors, be grounds for the denial of my application demission to LdM. Furthermore, I understand that I may be subject to a rangon, expulsion, or revocation of course credit or grades, should the informative or advisable in the judgment of LdM. I will provide LdM with prompt with the certifications contained herein untrue. It is and safety of each student during his/her study abroad program in I stance, academic accommodations, etc.) in Italy may be different from whysical and/or psychological disorders can become serious under the streemedical/psychological condition that may affect their participation proving stability for at least one year prior to the start of the Program and 2) stoponsible for disclosing all medical/psychological information to LdM that III-being at the Program. Failure to disclose medical/psychological conditing denial of admission, admission revocation or expulsion from the Program dition or well-being should change prior to the program start date, or dusting the program of the student or deny admission, impose conditions based cular needs, expel the student or deny admission for a future academic to a American Law and is not applicable to a non American program/count	ge of ation itten Italy. what esses de a ating may tions m. In uring d on eerm.
que: to m	stion contained ny application,	I herein and that my statements are tru official transcript and academic recon	ies stated in this application. I certify that I have carefully considered e ue and complete to the best of my knowledge. I understand that, in add mmendation, any record of misconduct or criminal activity will be considerable combination with other factors, be grounds for the denial of my application	lition ered
applica	A formal es learned from A document well as deta have been resolved (de	ssion: say explaining date/s and circums n the incident/s. t of disciplinary record from your ho hils of sanctions issued (i.e., written	ne additional materials listed below are required in order to consistances of all incident/s, the disposition of the incident/s, and whome institution, confirming the type, number of infractions and do warning, probation, disciplinary probation, etc.), and that all so nat details the sanctions issued and states all consequences havuition.	hat you ate/s, as anctions
2.	O YES	een convicted of a misdemeanor, to NO nal record has been cleared of this		
1.	•		probation, suspension, expulsion or other sanction?	HUHOH/S

PRINT STUDENT NAME ___