



for study **spring or fall 2015**
INFO FOR STUDENTS

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To participate in study at one of the Fluid Campus locations:

Clemson Architecture Center. Barcelona **(CAC.B)**

Clemson Architecture Center. Charleston **(CAC.C)**

Clemson Architecture Center. Genoa **(CAC.G)**

Applicants will:

- Have completed their first year of studio in Architecture or Landscape Architecture
- Be graduate students in the School of Building + Design

Monday 12 May 2014 – Applications due

- Application + statement of interest + Authorization for Release of Information
- By 4:30pm to 1-151 Lee Hall, Clemson University, Clemson, SC 29634 or to rkomo@clemson.edu
- Late/incomplete applications will not be guaranteed full consideration for placement and/or grant money.

May 2014 – If you don't have a valid passport, apply for one NOW! Go to travel.state.gov for passport information.

Monday 19 May 2014 – Estimated date of notification of program placement (students will receive notification via email).

Monday 2 June 2014– Deposit due (not applicable for Charleston)

- \$500 non-refundable deposit (check or money-order only)
- Color copy of un-expired passport (photo & signature pages only)
- Both items are required for a valid deposit and only a valid deposit will secure placement in program.

APPLICATION REMINDERS

Top three choices I submitted to the Office of Off-Campus Programs:

SPRING 2015	Barcelona	_____	FALL 2015	Barcelona	_____
	Charleston	_____		Charleston	_____
	Genoa	_____		Genoa	_____

PLACEMENT: Placement is made based on factors such as space availability, ability to obtain a student visa, special circumstances, GPR. Spring semester placement is extremely competitive due to higher application numbers.

Fluid Campus capacity varies by location and is further restricted by semester, major and student status. Maximum capacity and typical distribution:

Spring CAC.B	18 maximum participants distributed 9 BA Arch / 5 BA Larch / 4 M.Arch
Spring CAC.C	22 maximum participants distributed 10 BA Arch / 4 BA Larch / 8 M.Arch
Spring CAC.G	18 maximum participants distributed 9 BA Arch / 5 BA Larch / 4 M.Arch
Fall CAC.B	18 maximum participants distributed 14 BA Arch / 4 M.Arch
Fall CAC.C	22 maximum participants distributed 6 BA Arch / 6 M.Arch / 10 A + cB
Fall CAC.G	18 maximum participants distributed 14 BA Arch / 4 M.Arch

PARTICIPATION:

BA in Architecture - One semester of off-campus study required

Fall 3rd (junior) year Spring 3rd (junior) year Fall 4th (senior) year

BA in Landscape Architecture - One semester of off-campus study required

Spring 4th (senior) year

M. Architecture - Optional off-campus participation

Semester 4 (spring) Semester 5 (fall)

Architecture + communityBUILD (A+cB) graduate certificate - required study semester

Semester 3 (fall) at the CAC.C

M. Landscape Architecture

Optional off-campus participation

ORIENTATION SESSIONS: Participants in the CAC.B or CAC.G programs will be required to attend 3 mandatory pre-departure orientation sessions; 1 for students attending CAC.C. These sessions cover topics such as semester schedule, housing, visa applications, banking, international travel, and various program details.

STUDENT VISAS: Students studying in CAC.B or CAC.G will apply for a student visa (an official stamp or document affixed within a passport issued by a foreign government granting permission for entry specifically to study in a particular country). Processing of students visas is assisted by OCP. However, it is the students' responsibility to provide all required information and materials by set deadlines. The student is ultimately responsible for complying with all laws of the host country in order to legally enter and remain in the host country during your studies. Visa requirements and processes for international students can differ widely from those for non-US citizens. Depending on nationality and location of study, obtaining a student visa may prove costly or may not be possible.

Student visa requirements and processes can change suddenly. Applying for a visa does not guarantee issuance of a visa. Consular officials reserve the right to request additional information or documents at any time.

Currently, OCP is allowed to submit all Italian student visa applications by mail in one batch and present in person the applications for Spanish student visas. It is the responsibility of the student to collect and submit all forms, documents and fees for the visa applications by the due dates set by OCP to be included in these group applications. If the student does not meet the due dates, the full responsibility of obtaining the student visa will fall on the student. Clemson University students are in the jurisdiction of the Italian and Spanish Consulates in Miami, Florida.

TUITION: Students studying at the CAC.B or CAC.G will pay study abroad tuition and fees (approximately equivalent to in-state rate + 10%). Students studying at the CAC.C will pay the same tuition as on the CU campus (based on in-state/out-of-state residency).

CAC.B and CAC.G FEES: Participants will be issued an invoice for the CAC.B or CAC.G program fee which is payable to CU. These fees cover 10-14 days of group travel (accommodations, transportation, entrance fees) associated with the Field Studies course; visa processing fees; accommodations; most food – Genoa program only; special events; orientation sessions.

GRANTS & FELLOWSHIPS: All eligible full-time, degree-seeking Clemson University students participating in the Fluid Campus programs will receive funding to assist with travel costs. Award amounts vary each year, but for CAC.B and CAC.G the amounts have ranged between \$1500-\$3000 for the past three years. On average students participating in the CAC.C program receive \$500. Funds are distributed primarily on the basis of need.

FINANCIAL AID: State, University and/or Outside Scholarships students have been awarded and accepted are applicable with the exception of out-of-state tuition waivers for the programs abroad. Federal Work-Study is also not applicable with these programs.

CANCELLATION and REFUND POLICY

Prior to initiating the application process, you should carefully consider the decision to participate in any study off-campus program and the accompanying financial commitment incurred.

Arrangements for any off-campus program involve advance planning and program commitments based on the number of registered participants. Deposits for accommodations, group activities, and full payment of many costs take place several months prior to students' departure. In some instances, the Office of Off-Campus Programs (OCP) must commit non-recoverable monies prior to the deadlines for student payment of program fees. It is necessary, therefore, to have a stringent cancellation and refund policy. Please read the following information carefully. Note that cancellation penalties begin prior to the deadline for final payment for program fees. Normal tuition refund policies as established by the university apply to the tuition paid by students.

DEADLINES FOR PAYMENT: Failure to meet deadlines for payment of program fees and tuition may result in late fees or in being dropped from the program.

\$500 Deposit	2 June 2014	Deposit is non-refundable and is credited toward total program fee. The deposit (along with other acceptance requirements) initiates participation in the program, enables the registration process, and submits the student to the Cancellation and Refund Policy.
Barcelona/Genoa Fee	Paid in 4 monthly installments. MUST be paid in full prior to departure.	2014 fees (2015 rates under review; to be announced by 5 March 2014. Increase expected) Barcelona - \$7,600 Charleston – currently n/a Genoa - \$9,300
Tuition	Normal CU tuition policies & dates apply.	“Study abroad” tuition rate for Barcelona/Genoa is approximately in-state +10% Students are charged their normal in-state or out-of-state tuition for Charleston.
Grant	Funds are released to student (through iRoar) after proof of enrollment is received from foreign institution and Financial Aid approval. Expect funds ~ 2-3 weeks after program start.	Students will be notified of amount they'll be awarded approximately 2 months prior to program start. Funds are awarded primarily according to financial need. Amounts of available funding vary from one year to another. As reference only, amounts awarded in 2014 to students participating in the programs in Barcelona and Genoa were between \$1700 and \$3000 per student. Students studying in Charleston received on average \$500.

CANCELLATION PENALTIES AND REFUND SCHEDULE

Withdrawal from any program must be received in the Office of Off-Campus Programs in writing. If you withdraw from the program between the dates listed, the corresponding actions will apply. Cancellation penalties or refunds will be based on the date written cancellation is received by OCP, 1-151 Lee Hall.

Withdrawal from program	Amount of program fee refund (minus non-refundable deposit)
90 days or more prior to program start	100%
60-89 days prior to program start	50%
30-59 days prior to program start	25%
29 days or less	0%

No refunds will be given for deviations from the planned itinerary, failure to participate in program activities, or early return to the U.S. for voluntary reasons or for dismissal from the program for disciplinary reasons. If you fail to submit student visa application or other materials in a timely manner which precludes you from attending a program, you will be subject to the same refund policies listed above.

Refunds may take up to 30 days to process and will only be issued as a Clemson University check.

CU places high priority on the security and welfare of its students but recognizes that a certain degree of risk is inherent in such a program. The programs will take place as scheduled unless an official travel warning is issued by the United States Department of State advising U.S. Citizens not to travel to or in the region involved or unless a decision is made by University's Office of Global Engagement (OGE) that events or circumstances pose an unreasonable risk to students and staff. If OCP cancels the program prior to departure, OCP cannot guarantee a full refund. OCP will make a prorated refund of all monies that can be recovered. If the cancellation is the result of an official travel warning issued by the U.S. Department of State, many airlines, hotels or other suppliers may make a full or partial refund.