Accademia Italiana – Florence, Italy
Course Registration Instructions and Form

How to Select Your Courses from the Online Listings
Accademia Italiana – Florence courses presented to study abroad students on the Accademia’s website: http://www.accademiaitaliana.com/eng/florence/abroad_courses.htm. Please visit the website and choose the courses that meet your academic and personal interests then complete the attached Course Selection form. You will be pre-registered for your selections only when the attached complete is received by Arcadia. Be sure to return the form promptly as courses fill quickly and it may not be possible to change your selections later once courses are full.

- Credits – Courses, other than language, are worth 3 credits each. You must take a total of five courses (maximum 16 credits) each semester.
- On the course selection form, you'll notice that Italian language, 4 credits, is listed first as this is a mandatory part of your academic program. Please fill in the Italian Language course you plan to take. Once you arrive in Italy, you will be given an Italian language placement test to confirm your level. For more intensive language study, you may choose to take a second class in Italian language.
- If you are an academic year student, be sure to fill out courses for both Fall and Spring terms on this form.

Making sure your credits will transfer back
It is your responsibility to make sure that you are registered for a full academic load according to your home school and that the courses you take abroad will transfer for credit. While every effort will be made to accommodate your course selections, Arcadia University does not guarantee placement in any course. You will formally register for courses during orientation in Italy at the Accademia Italiana - Florence.

We suggest that you secure approval for at least 6-10 courses per semester. Make sure to list alternate courses. List your choices and alternates in order of interest. Your first choices may not be available due to schedule changes, time conflicts or cancellations. Flexibility is very important. If you require certain courses that might be unavailable or inappropriate, you may limit your chances of admission, even though you meet the program’s overall academic requirements.

Once you complete the Course Selection Form, review your choices with your academic or study abroad advisor, and submit the form to Arcadia.

Portfolio
Advanced students applying for art, fashion, and design classes should submit a slide portfolio or a CD of 10-12 pieces of recent work. Send to Arcadia University, Center for Education Abroad at 450 S. Easton Road Glenside, PA 19038.

The art, fashion, and design courses are taught in Italian but are accessible to students at all levels of Italian language. If you are enrolling in an art, fashion, or design class and do not have prior art experience, please indicate this fact next to the course choice. Accademia will evaluate your request. On the slides, indicate your name and the art medium used. If possible include the dimensions and title of the artwork. Put them in a plastic slide holder with your name on the sleeve.

The slides or CD cannot be returned.

If you have any questions or concerns, please contact your program coordinator, Richard Cervantes, via e-mail at cervantr@arcadia.edu or toll-free at 1-866-927-2234.
Accademia Italiana – Florence, Italy
Course Selection Form

IMPORTANT: This form must be completed and returned before we can submit your application for consideration. You can either mail the form to: Arcadia University Center for Education Abroad, 450 S. Easton Rd., Glenside, PA, 19038-3295, fax to 215-572-2174 or scan and attach the form to an email and send it to cervantr@arcadia.edu.

Name _____________________________ Date of Birth ____________________________
E-mail _____________________________ Major/minor ____________________________
Home college __________________________

I approve of the course selection and alternates listed below.

Signature _____________________________ Date ____________________________

I would like to enroll for (check one):
☐ Fall Semester ☐ Spring Semester ☐ Academic Year

List the courses you would like to take and give alternate choices in case of scheduling conflicts, cancellations, or limitations.
You will be given an Italian Language Placement test once you arrive in Italy to determine your level.

<table>
<thead>
<tr>
<th>Check if required for participation</th>
<th>Course Code</th>
<th>Course Title</th>
<th>FALL Term Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Italian Language (specify level)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Alternate</td>
<td></td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Check if required for participation</th>
<th>Course Code</th>
<th>Course Title</th>
<th>SPRING Term Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Italian Language (specify level)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Alternate</td>
<td></td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>