

# **GONZAGA-IN-FLORENCE PROGRAM OVERVIEW**

**For Parents &  
Students**

# ADMISSIONS & APPLICATION PROCESS

- The application process is generally on a rolling admission basis. Applications are reviewed once they are complete and students are notified of their updated status in approximately two weeks.
- Students must meet the eligibility requirements to be accepted which include GPA and disciplinary clearances.
- Applications are available at the following times:
  - Fall/Academic Year: mid-December – March 1<sup>st</sup>
  - Spring: mid-May – October 1<sup>st</sup>
  - Summer: September – February 1st
- The program can accept up to 175 students per semester.

# APPLICATION STATUS

- If accepted to GIF, students secure their place on the program by paying a \$500 program deposit. This deposit is refundable according to the deadlines listed in the application.
- For Gonzaga students, the deposit should be paid online through the application portal.
- For non-Gonzaga students, mail a \$500 check payable to Gonzaga University to:
  - Study Abroad
  - Gonzaga University
  - 502 E Boone Ave AD 85
  - Spokane, WA 99258
- This \$500 will go towards the final cost of the program.
- Once paid, students will receive an official acceptance letter & will have additional items to complete as part of the process.

# ONCE ACCEPTED

- Students will have additional items to complete during the semester prior to departure. Here are some important dates to keep in mind:

	Fall/AY	Spring	Summer
Last day to withdraw and get deposit back	May 1st	October 15 <sup>th</sup>	March 15 <sup>th</sup>
Visa Meeting	March (dates TBD)	September 29 <sup>th</sup> October 1 <sup>st</sup>	N/A
Visa application and passport deadline	May 1 <sup>st</sup>	October 10 <sup>th</sup>	N/A
Must have flight purchased	May 1 <sup>st</sup>	October 10 <sup>th</sup>	(recommended) April
Health forms due	May 1 <sup>st</sup>	December 1 <sup>st</sup>	April 1 <sup>st</sup>
Passport photos due	May 1 <sup>st</sup> (7 photos)	November 1 <sup>st</sup> (7 photos)	April 1 <sup>st</sup> (2 photos)
Mandatory Pre-Departure meetings	April	November	April

***\*\*specific dates subject to change. Students should review Weekly Emails for changes.***

# ONCE ACCEPTED (CONTINUED)

- GIF participants will attend mandatory Pre-Departure sessions during the semester prior to the start of GIF.
- GIF participants will have the opportunity to be paired with a GIF alumni to use a resource for advice, tips, and expectations about the program.
- Alisha Lombardi, Study Abroad Florence Coordinator, will send weekly emails announcements to GIF participants including important reminders, deadlines, tasks to complete, helpful readings for preparing to go abroad.

# ARRIVAL & DEPARTURE

- The GIF calendar is online at <http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Registrar/Florence/default.asp>. Once accepted, students will be given the official arrival dates, location and departure by email.
- Students should try to arrive before 5PM on the arrival date listed.
  - Fall/AY: arrival at Opening Tour location. Group travels together to Florence.
  - Spring: arrival in Florence.
  - Summer: arrival at Opening Tour location. Group travel together to Florence
- If students arrive early or stay after the program dates, accommodations are their own responsibility.

# FLIGHTS

- Students are responsible for their own flight to and from the program.
  - Students should NOT plan to leave the program earlier than the end date listed. Finals will not be re-scheduled to coordinate an early departure.
  - Travel before or after the program is perfectly fine.
- A group flight is not arranged. However, the Study Abroad office coordinates a Suggested Itinerary through STA Travel as an opportunity for students to book their flights together. Again, students will be given this information by email once accepted to the program. *This flight is simply a suggestion and not a requirement; prices will vary.*

# VISA PROCESS

- Currently, the Study Abroad office is able to submit visa applications for current GU students for their student visa.
- Non-GU participants must obtain their visa on their own, or in some cases their home institution may assist them. The Study Abroad office advises on this process.
- Because we are working with the Italian government, we must adhere to their policies and deadlines.
- It is imperative that your student read & make note of the deadlines. Further instructions are provided once accepted to GIF.
  - Fall/AY:
    - Mandatory visa meetings in March
    - must have all items submitted by May 1<sup>st</sup>
  - Spring:
    - Mandatory visa meetings in September/October
    - must have all items submitted by October 10th



# HOUSING & MEALS

- **Pensioni:** A hotel/bed & breakfast type accommodation. The staff of each provides the housing and meals for students in a family-like atmosphere. Students don't get to choose their pensioni. The housing assignment process varies by term. Students share rooms. They do NOT have access to kitchen to cook their own meals.
- **Homestay:** Previous students have stated that the homestay option provides the most immersive experience and that if students truly want to learn Italian and the culture of Italy they should apply for the homestay option. Students are usually placed with another GIF student. The families GIF works with are well-trained and experienced homestay families.
- **Meals:** Continental breakfast is provided at each pensione every day. A large lunch-hour meal is served Monday - Thursday. Dinner is served Monday-Wednesday during the fall & spring semesters. Homestays are provided the same meals.

# WEEKEND TRAVEL LEARNING PROGRAM

- GIF sponsors 4-5 weekend travel programs each term. The destinations vary by term. Students will be given information about the dates, destinations, policies, and how to sign up approximately two months before the start of the program.
- The Weekend Travel programs are optional, but we encourage students to participate in at least one as participation is a good way to learn about traveling in Europe for first time travelers.
- For some locations, space is limited, so your student should pay attention to emails from Study Abroad and the GIF staff regarding policies and registration.
- [Travel Learning Program Basics](#)

# INSURANCE

- All GIF participants are enrolled in international insurance coverage through the GU Study Abroad office.
- The insurance coverage cost is included in the fees paid to GU –it is NOT an additional cost.
- Non-GU participants should also check with their home institution Study Abroad office regarding coverage and benefits.
- Additionally, for visa requirements, students are instructed to check that they will purchase Italian insurance coverage in Italy. This is handled by the GIF staff. It is not an additional cost.
- Your domestic insurance coverage may include international coverage; students can use this too. The insurance provided by the GU Study Abroad office provides, in most cases, 100% reimbursement of expenses, whereas your domestic insurance may not.

# MEDICATIONS

- ***Prescription medications may NOT be sent to you through international mail. It is against international laws to mail any prescription drugs.***
- **Sufficient supplies:** If your students take prescription medications regularly, try to bring a supply to last through the term abroad.
- **Letter from your doctor:** Ask your doctor or pharmacist for a letter describing the condition being treated, medicines, their dosage and generic name. This letter could be helpful in an emergency.
- **Original medical containers:** Make sure all drugs are in the original pharmacy containers and are clearly labeled. Carry written copies of the prescriptions to avoid problems with customs. In the case of narcotic medicines, it may not be prudent to carry additional supplies because of possible customs difficulties.
- **Refilling prescriptions:** U.S. prescriptions cannot be refilled in Italy. They need to be re-written by a doctor in Italy. Bring a written copy of the prescription and then your student can meet with a physician at GIF to have a prescription re-written.
- **Controlled substances:** Students taking medications that are considered "controlled substances" cannot be brought into Italy or most other countries. You may be able to get a non-narcotic substitute by working with your local doctor and our doctor in Florence. Remember to have your doctor write a letter that you can take to Florence describing your condition, the generic name(s) of medicine listed, the dosage of prescribed medications and what we can do to help you while you are away from home.

# BILLING & PAYMENTS

- Program Cost breakdowns can be found on the [GIF Program Page](#) under “Budget Sheets”.
- Program fees are due based on the deadlines established by Student Accounts.
- The billing process is the same as when attending main campus. Student will receive a notification through Zagweb about their bill and can make payments through CashNet.
- Scholarships & Financial Aid can be used toward the program fees. Contact the Scholarships & Financial Aid office to confirm award amounts and notifications. Additional scholarship opportunities are listed on the [Study Abroad website](#)

# CONTACT INFORMATION

- The GIF school address and contact information will be given to students during the semester prior to departure. For privacy & security reasons, this information is not published online and only provided to participants with the understanding they are only sharing it with immediate family members.
- The Study Abroad office is open Monday – Friday, 8am – 5pm, closed during the lunch hour (12-1).
- Questions? Contact:
  - Alisha Lombardi, Assistant Director for Semester Programs
    - T: 509.313.5799
    - E: lombardi@gonzaga.edu

# HELPFUL LINKS

- [GIF Program Page](#)
- [GIF Calendar & Course information](#)
- [GIF Textbooks](#)
- [Budget Planning Worksheet](#)
- [Currency Converter](#)
- [GU Step by Step Guide](#)
- [Setting Goals](#)
- [GU Pre-Departure Activities](#)
- [Articles about Studying Abroad](#)