



Photograph by Lindsey Leardi

Orvieto

Kansas State University in Italy
APDesign Italian Studies Program

Fall 2019

Centro Studi Città di Orvieto

INTRODUCTION

The Kansas State University in Italy and the College of Architecture, Planning and Design is pleased to offer the **Italian Studies Program – Orvieto** during the fall 2019 semester. This program is directed toward fourth year students in the Department of Architecture, College of Architecture, Planning, and Design. Students enrolled in this fall program are expected to complete a 30-week internship the following spring and summer.

Accompanied by APDesign faculty, (TBA) a group of students will spend the fall semester in the Italian hill town of Orvieto, located in Umbria, about one hour north of Rome. The students will study at the Centro Studi Città di Orvieto and reside in apartments located in the historic city center.

This program provides APDesign students with an extraordinary opportunity to study design and planning in a European setting. Through the experience of studying as well as living in another country surrounded by masterpieces of art and environmental design, the student's cultural awareness is expanded, self-reliance is fostered and professional horizons are broadened. Orvieto has a study center that operates independently of the residential experience which is based in apartments. Students must shop and prepare their own meals.

The program in Orvieto has received strong reviews and students should be confident that this experience will provide opportunities to experience Italian culture, art and design. There is an emphasis on language instruction.

This information is a preliminary introduction and program outline for the Italian Studies Program. The information contained in this outline presents only broad, general information about the programs. Specific information may change as the program is developed and defined for each academic year.

If you have any questions related to this program, please contact Lynn Ewanow, Associate Professor, Associate Dean and Director of International Programs, College of Architecture, Planning and Design, 1127 Regnier Hall, Kansas State University, Manhattan, KS 66506-2902, tel 785.532.5047, FAX 785.532.6722, email: ewanow@ksu.edu.

FACULTY

The faculty for the fall 2018 semester will be announced at a later date. At Orvieto, faculty teach a seminar(s) and Italian language will be taught by Italian professors.

TRAVEL TO AND FROM ITALY

In order to keep the overall costs as low as possible, travel arrangements will be made for the entire group. Individual travel arrangements and application of frequent flier miles are not allowed. Many of the students and the faculty meet at Kansas City International Airport in Kansas City, Missouri, to fly to Rome, Italy. The program fee includes the round trip airfare from Kansas City to Rome but **not** the cost of getting to Kansas City International Airport from the student's home. Those students living in other U.S cities may work with our travel agent to arrange a flight to the gateway/departure city to Rome. Upon arrival in Italy, the group will be transported by bus to Orvieto. Following the conclusion of the programs in December, students have the option to travel on their own or together with friends or family and then return home. However, it is important to keep in mind that Italian Visa Requirements may constrain your time to travel. Additionally, flights around the holidays can be very expensive and difficult to secure.

ACCOMMODATION

The study center in Orvieto occupies a newly renovated building located on the Piazza del Popolo. The facility is managed and operated by the Fondazione per il Centro Studi Città di Orvieto. The foundation is supported by the city. Students from the U.S. occupy the center which is open four days a week (Monday through Thursday). K-State has a studio space and a classroom for lectures/seminars. A basic computer lab is available to students.

Students live in apartments located in the historic part of the city. Apartments are arranged by an Italian agency and accommodate two to six students. The apartments are fully furnished and include weekly housekeeping services. Students will pay a deposit and sign a lease. There are clear expectations stated in the apartment lease regarding conduct. Shopping for food and cooking meals are part of this living arrangement. As part of the program, students will be introduced to the local market and take a cooking class from a local chef.

While students are offered the opportunity to indicate roommate preferences, there is no guarantee that the program administrator in Italy can accommodate those preferences. Program participants must be prepared to be flexible! **The program follows Kansas State University Policy with regard to non-discrimination.**

CURRICULUM

During the spring semester preceding the program, students are expected to participate in several pre-departure orientation sessions. Students are also expected to gain familiarity with the Italian language.

While in Italy, students will be enrolled and earn credit at Kansas State University. The curriculum in Italy consists of courses which are integral to the student's program of study. Thirteen (13) credit hours will be earned by the courses listed below. Students must enroll in all 13 credits. ENVD 655 will include language instruction and participation in required field trips. ENVD 655 is offered for credit/no credit. All other courses are graded.

COURSES OFFERED IN ORVIETO ITALY – FALL SEMESTER

ENVD 655: International Field Study	3 hours (UG)
ENVD 650: Italian Art History & Culture	3 hours (UG)
ARCH 503: Internship Planning Seminar	1 hour (UG)
ARCH 715: Architecture Seminar	3 hours (Grad)
ARCH 750: Writing Intensive Arch Seminar	<u>3 hours (Grad)</u>
	13 hours

PREREQUISITES

Before participating in the Italian Studies Program students must successfully have completed:

Architecture

ADS 5

OFFICIAL PROGRAM FIELD TRIPS

Numerous one-day field trips are planned (typically to Rome, Siena, Florence, Assisi, Villa Lante, etc.) These trips will be led by the K-State faculty, our Italian professors, and/or professional guides as appropriate. The field trips provide students with opportunities to experience many aspects of Italian culture, art, urban planning, architecture, interior architecture and landscape architecture. Students will also have time to explore the site(s), sketch, photograph, shop, etc. The costs associated with the transportation and admission to various sites and buildings are included in the

program fee. However, on the majority of the day trips, students are expected to purchase their own lunch. The number and location of the field trips is dependent in part upon the exchange rate of the US dollar and the Euro.

Several extended (two to six day) field trips are also included in the program. Depending on the specific itinerary, students may incur additional costs for such items as meals. The exact nature of these extended field trips has not yet been determined. The number and length of extended field trips is dependent upon the exchange rate of U.S. dollars for Euro at the time of travel.

PROGRAM BUDGET AND COST

The budgetary information which is included in this handbook is an **ESTIMATE** prepared by the College of Architecture, Planning and Design during the fall 2018 semester. Adjustments may have to be made depending on the rate of inflation, the exchange rate, the number of students who will ultimately participate in the program and other factors we do not control. These figures are also subject to change due to variation in hotel and travel service charges. **These variable factors are beyond our control and thus cost fluctuations may occur at any time. This happened several times the past 10 years. The exchange rate was quite favorable in fall of 2016 and spring 2017. We do not know what is in store for fall 2019!**

APPROXIMATE ESTIMATED EXPENSES INCLUDED IN ORVIETO PROGRAM FEE:

1)	Transportation/Field Trip Costs: <ul style="list-style-type: none"> • Round trip group airfare, trip insurance (Kansas City to Rome, Rome to Kansas City) • Bus Transfer from Rome to Orvieto • Field Trip Transportation (train, metro, bus, boat) • Hotels • Admission fees. 	\$4,560.00
2)	Facility Use: <ul style="list-style-type: none"> • Studio, classrooms, computer labs, language instruction. 	\$2,230.00
3)	Housing: <ul style="list-style-type: none"> • Shared furnished apartment with weekly housekeeping service, washer, and utilities. 	\$2,610.00
4)	Program Support: <ul style="list-style-type: none"> • Faculty and operational support. 	\$1,350.00
5)	Office of International Programs Administrative Support Fee.	\$150.00
TOTAL		\$10,900.00

Receipt of the entire program fee is expected prior to the date of departure.

Students are responsible for paying any "penalty" charges resulting from "bounced" or insufficient funds checks.

Estimated expenses Not Covered by the Program Fee:

<p>1) K-State fall semester tuition and fees: (13 credits) Please note this is only an estimate based on the information we have as of fall 2018 – This total is subject to change Student will be billed for tuition and fees by Kansas State University (including Global Campus fee). Fees include APDesign Equipment fee and Global Campus Administration fee. Tuition and fees payment must be received prior to departure. At the time this material was published the exact tuition and fees for fall 2018 were not available. Tuition rate for the Italian Studies Program courses are the same for resident and non-resident students.</p>	<p>\$4,600.00 Estimate Only for F19</p>
<p>2) Passport:</p> <p>(Note: All applicants, including international students, are required to have a valid passport in their possession here in Manhattan, Kansas, no later than May 1, 2019. There can be NO DELAYS). Expedited review will cost at least \$60.00 and maybe more.</p>	<p>(NEW) \$140.00 (RE-NEW) \$140.00</p>
<p>3) Official Passport photos: 1 for passport 1 for Study Visa Application (Permit to Stay photos for the Italian Authorities will be taken in Italy)</p>	<p>\$14.00 for 2 <i>Estimated</i></p>
<p>4) Study visa application</p>	<p><i>Cost included in Program Fee</i></p>
<p>5) Permit to Stay</p>	<p><i>Cost included in Program Fee</i></p>
<p>6) International Student I.D. Card (<i>Optional</i>)</p>	<p>\$22.00 <i>Optional</i></p>
<p>7) Travel connections to Kansas City International Airport</p>	<p>\$ <i>Varies</i></p>
<p>8) Deposit on Apartment in Orvieto</p>	<p>100.00€</p>
<p>9) Italian Language Books (Orvieto)</p>	<p>35€</p>
<p>10) Medical/Health coverage: estimated to be \$1.38/day required by K-State and billed by K-State to KSIS account</p>	<p>\$ <i>varies</i></p>
<p>10) Personal expenses:</p>	<p>\$ <i>varies</i></p>
<p>Varies with each student and includes such things as independent travel, entertainment, gifts, telephone, snacks and beverages, eating out, and postage, etc. Students must buy groceries. A suggested estimate for meals, travel and personal expenses is 150-180€/week</p>	

FINANCIAL ASSISTANCE

Students may seek financial assistance through the Office of Student Financial Assistance (OSFA) at Kansas State University. Upon receiving the endorsement from APDesign International Studies Committee to study abroad, students should immediately investigate financial aid opportunities. Students may include in their projected costs for the entire academic year, the Italian Studies Program fee and K-State semester tuition and fees. Students are encouraged to contact OSFA, 104 Fairchild Hall, Tel 785.532.6420, if you have any questions or concerns. The Director of the Italian Studies Program will provide you with a letter of endorsement which acknowledges your intended participation in the program, program fee information, and estimated expenses not covered by the program fee (including estimated K-State tuition and fees).

SCHOLARSHIPS

We strongly encourage students to explore all available scholarship options. Students who submitted an essay to the APDesign International Studies Committee (by the announced deadline, typically in early February) in the spring semester prior to their study abroad experience are eligible to be considered for the Dean's Italian Studies Program.

Italian Studies Program students are also eligible for the Office of International Programs Study Abroad Scholarships. Information is available on the website for the Office of International Programs Study Abroad Office.

<http://www.k-state.edu/studyabroad/current-students/funding/>

PAYMENT SCHEDULE FOR ORVIETO PROGRAM FEES (BASED ON ESTIMATED COSTS) – FALL SEMESTER

The entire program fee of \$10,900 will be billed to your KSIS account **in addition to** your K-State fall semester tuition and fees (13 credit hours) with the approximate due date of mid-August 2019.

Receipt of the entire Program Fee is required prior to the date of departure.

Students are responsible for paying any penalty charges resulting from late payments to Kansas State University for their tuition and fees.

Students are responsible for paying any penalty charges resulting from "bounced" or insufficient funds checks (for both Program Fee and Kansas State University payments).

FINAL ACCEPTANCE FORM

You will be required to complete a final acceptance form in the spring of 2019. This form will be distributed to students during the first pre-departure meeting. **By completing the acceptance form, you will be committing yourself to participate in the fall 2019 Italian Studies Program and will be held responsible for the entire program fee of \$10,900**

PASSPORT and STUDY VISA

Each student must have a passport in their possession in Manhattan, Kansas by **May 1, 2019**, that will remain valid for three months beyond the student's stay in Europe. **You will need to surrender your passport to APDesign by May 1, 2019 as part of the visa application process.** If you are applying for a passport for the first time, you will need to go in

person to an authorized passport acceptance facility (the passport center in the union, any passport agency, or main post office). The Union Passport Acceptance Center on the Kansas State campus is located in the Union Director's Office, room 214. You may also apply in person at U.S. Post Offices. In Manhattan, the U.S. Post Office is located at 500 Leavenworth, phone number is 785.776.8851. In Junction City, the U.S. Post office is located at 302 West 7th Street, phone number is 785.762.2101. In all locations, you will need to make an appointment to submit your completed U.S. passport application.

As part of the application, U.S. students will need to submit evidence of U.S. Citizenship (typically a certified birth certificate). Students without a certified birth certificate should contact the appropriate records office of the county or city in which they were born. Students should consult the U.S. Passports & International Travel "First Time Applicants" site at <https://travel.state.gov/content/passports/en/passports/first-time.html#step3>

For details regarding how to apply and what documentation and identification is needed (and accepted). You will also need official passport photos which can be obtained at Kinkos, Walgreens, etc. It can take more than eight weeks to obtain a passport, and there is a fee for the application.

- <http://travel.state.gov/content/passports/english/passports.html> Printable passport application with an instructions sheet listing the items needed when applying for a passport.
- <https://www.usps.com/international/passports.htm> - Postal Service passport link

Before traveling to Italy each student must also hold a Study Visa available from the Italian General Consulate in Chicago. There is a processing fee for the visa. The visa application process will be conducted as a group effort in the spring 2018 semester. The Project Coordinator for Student Services will guide the students through this process. **All applicants, including international students, are required to have a valid passport in their possession in Manhattan, Kansas no later than May 1, 2019.** International students will also be required to submit a copy of their F-1 visa and endorsed I-20. We will send your application and passport via express mail to the Italian General Consulate in Chicago for the issuance of your Study Visa. Your passport with the Italian visa will be returned to you in early August. **You will not be able to travel outside the U.S. while your visa application is being processed (May through early August).**

LOST PASSPORT

Students are fully responsible for any additional charges stemming from the loss of your passport. You would have to reapply for a new passport at the going rate, requesting a special **Expedited Review** which costs at least an additional \$60.00. You must also attach a letter explaining what happened, why you need a new passport, and your departure date. Additionally, you should include a copy of the Official Acceptance Letter to the Italian Studies Program.

CONCLUSION

This program information represents the best effort of the College of Architecture, Planning and Design at Kansas State University to provide students with budget estimates, travel advice and guidelines that have proven to be helpful to other students who have participated in the program.

This material is not intended to be comprehensive or totally complete in every detail. We have tried to provide the student with information which we believe to be the most recent and the most accurate based upon information supplied to us by a variety of agencies and companies. Each student is responsible for verifying the degree to which the information, regulations, and policies quoted herein may have been modified since the publication and distribution of this document. Ultimately, each student is responsible for making sure that she/he is in compliance with all governmental, academic, organization, and company regulations and policies.

Kansas State University in Italy and the College of Architecture, Planning and Design's Italian Studies Program present a unique opportunity for students to study for an extended period of time in the birthplace of Western art and design while earning regular K-State credit. These programs rely on the cooperation and good will of all persons involved. We ask that the students adhere to the special conditions of the program and collaborate with the faculty in the College of Architecture, Planning and Design to continue to make these programs successful.