

# VENICE BIENNALE

## PROGRAM APPLICATION

APPLICATION DEADLINE: MARCH 15, 2015

### APPLICANT INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Date of Birth (dd/mm/yyyy) \_\_\_\_\_ Country of Birth \_\_\_\_\_

Passport Number \_\_\_\_\_ Country of Issue \_\_\_\_\_

Native Language \_\_\_\_\_ SS Number \_\_\_\_\_

### PROGRAM SELECTION

Students enrolling in the Venice Biennale Program will receive 6-academic credits for the successful completion of two courses:

ART 358N: Venice Biennale and the International Influence (Studio Art/ 3-Credits)

ART 315L: Venice Biennale (Art History/3-Credits)

\* It is the responsibility of the student to confirm, prior to registration, that their home institution will grant credit for these courses and to understand the manner in which these courses will be applied at their home institution.

\* Attendance is mandatory in all classes. Marist-LdM has a strict attendance policy outlined on our website. Students are required to read and understand this policy. Mid-term and final exams will be administered only on the scheduled days that appear on the class syllabus for each course.

\* Please note that while Marist-LdM seeks to offer reasonable assistance to students who have current and official documentation of a learning disability, students should be aware that not all special services are available in Italy.

### CONTACT INFORMATION

#### OFFICIAL (PERMANENT) ADDRESS:

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_ Fax \_\_\_\_\_

### EDUCATION & FINANCIAL AID

Home College/University \_\_\_\_\_

Major(s) \_\_\_\_\_ Academic status while abroad:  Fr  So  Jr  Sr

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

**FINANCIAL AID:** I receive or will be receiving financial aid from my home institution\*  Yes  No

\* I understand that Marist-LdM cannot issue financial aid for visiting students who are not full time matriculated students. If I need financial aid, I understand that I must work with my home institution and can request a consortium agreement for the transfer of aid from my home institution to Marist.

## Approval/Recommendation of Student Participation

This form must be completed by the advisors of students who are matriculated at another college or university. Independent students should have a former professor/teacher or guidance counselor complete this form.

Student Information:

Student Name (Last, First) \_\_\_\_\_

Anticipated Semester(s) and Year the student plans to participate in the Marist-LdM Program:

Semester(s)/ Year: \_\_\_\_\_

### **TO THE RECOMMENDER:**

This form may be returned in a sealed envelope to the student or may be mailed directly to:

Marist Italy, Hancock Center - Suite 2007, 3399 North Road, Poughkeepsie, NY 12601

How long have you known the applicant? \_\_\_\_\_

What level of contact do you have with the student? \_\_\_\_\_

In what capacity have you worked with this student? \_\_\_\_\_

Please provide a brief statement about the student that addresses the student's strengths and weaknesses as they relate to the proposed study abroad experience. Please include your recommendation and any other information that you feel would be relevant to the application.

I recommend the applicant for admission to the Marist-LdM study abroad program. I have discussed with the student his/her requirements. I understand that the student will submit an individual study plan to me prior to his/her departure.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature & Date: \_\_\_\_\_

# TRANSCRIPT REQUEST FORM

(REQUIRED FOR VISITING STUDENTS ONLY)

The Family Educational Rights and Privacy Act (FERPA), a U.S. law designed to protect student's privacy Marist College cannot release a student's academic record, even to the student in question, without a written ORIGINAL request. This form will serve as a written request authorizing Marist College to send your transcript with your grades to you or your home institution upon completion of the program.

## Student Information:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Date of Birth (dd/mm/yyyy) \_\_\_\_\_ SS Number \_\_\_\_\_

Semester(s)/Year(s) participated in Marist-LdM Program \_\_\_\_\_

## Contact Information:

Daytime Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

## Transcript Request:

*Students participating in the Marist-LdM Study Abroad program are entitled to one free Marist College transcript. Students may request additional transcripts for a fee of U.S. \$5.00 per transcript. I understand that my transcript will be released by Marist College after my grades have been received and logged into the my Marist College student record. I understand that transcripts are not available for release until 8-10 weeks after the completion of the semester.*

## Mail transcript to:

*Students are responsible for ensuring that the information provided below is complete and accurate. Marist College is not responsible for unreceived transcripts. Students requesting additional copies of their transcript will need to complete an additional transcript release form and pay the \$5 transcript release fee.*

- Please send the transcript(s) to me at the address listed above
- Please send the transcript(s) to the party listed below

Name (First, Last) \_\_\_\_\_

Institution \_\_\_\_\_

Office/Dept. \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

## Permission to release transcript:

*FERPA requires that all transcript requests be received in **hard copy** with an **original** signature. Therefore this form must be mailed to or dropped off at a Marist-LdM office:  
Marist Italy, Hancock Center - Suite 2007, 3399 North Road, Poughkeepsie, NY 12601*

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

**HOUSING:**

The Marist-LdM Biennale Program includes housing. Housing is double bedroom occupancy in apartments located throughout the city of Venice. Apartments range between 2-8 students per apartment. More details on housing are provided in the pre-departure program

**TRANSCRIPT:**

***In order to complete this application, you must provide Marist-LdM with an official copy of your college transcript. Please request that your home institution send an official transcript of all completed undergraduate work to:  
Marist Italy, Hancock Center - Suite 2007, 3399 North Road, Poughkeepsie, NY 12601***

**PORTFOLIO:**

*Students are required to submit a portfolio of at least 10 images in jpg format. These images may be submitted on a flash drive or CD and can be mailed along with the application to: Marist Italy, Hancock Center - Suite 2007, 3399 North Road, Poughkeepsie, NY 12601*

**CONDUCT:**

Have you ever been found responsible for any behavioral or academic misconduct at your present/previous institution(s) resulting in disciplinary action such as probation, suspension, expulsion, or other sanctions?

Yes  No

Have you been convicted of a misdemeanor, felony, or other crime?

Yes  No

*If you answered yes to either or both of the above questions, please attach a written explanation including dates and circumstances of all incidences, an explanation of the incidents and what you've learned from the incidents.*

**HOW DID YOU FIND THE MARIST-LdM VENICE BIENNALE PROGRAM?**

- Study Abroad Advisor       Friend/Family       Professor/Advisor       Study Abroad Fair
- Marist Website       LdM Website       Other Study Abroad Website: \_\_\_\_\_
- Other: \_\_\_\_\_

**APPLICATION CHECKLIST:**

- Program Application       Official Transcript From Home Institution (can be sent separately)
- Recommendation/Approval of Participation #1 (page 2)       Portfolio of JPG Images
- Transcript Request Form (page 3)

**VERIFICATION OF APPLICATION:**

I have read, understand and agree to abide by the policies and procedures outlined in this application, the Marist-LdM course catalog, The Marist-LdM Code of Conduct, and the Marist-LdM refund policy. I understand that all of these policies are available on the Marist-LdM website for my review and that I am expected to have read them prior to signing this document.

I understand that I am responsible for choosing courses and confirming with my home institution the transferability of credit.

I certify that I am in good academic and judicial standing at my home institution.

I certify that each question in this application and that the statements made within this application are true and complete to the best of my knowledge. I accept as binding any and all conditions that normally apply to admission to the Marist-LdM study abroad program.

I will provide Marist-LdM with prompt written notice of any facts that hereafter arise that would make the statements contained herein no longer true.

Student \_\_\_\_\_ Date \_\_\_\_\_

PLEASE RETURN APPLICATION TO:  
Marist Italy, Hancock Center - Suite 2007, 3399 North Road, Poughkeepsie, NY 12601