

## **STUDENT GUIDELINES FOR 2012 VISITING STUDENT PROGRAM**

**PURPOSE:** The program at the Fashion Institute of Technology (FIT) offers selected students the opportunity to take course work at FIT without the necessity of a formal transfer. The FIT visiting student program is for applicants to the 1 year AAS degree, this program is not offered for bachelors programs.

### **Requirements & Eligibility:**

1. Applicants must be full time, matriculated undergraduates at a visiting student partner school with a minimum of **sixty (60) college credits completed prior to beginning the Visiting Student Program.** They must be enrolled at the home institution during the semester preceding their enrollment at FIT.
2. Applicants must be in good academic standing at the time they apply and during their study at FIT. Applicants on probation or suspension status may not be considered.
3. Applicants should select their 1 year AAS major carefully, **major changes are not permitted after the application deadline.**
4. Applicants must be recommended by the home institution Liaison and can only be considered for admission with a **minimum cumulative GPA of a 3.0 on a 4 point scale.**
5. An art portfolio evaluation is required of all applicants who select a one-year **design** major.
6. **Admission decisions are only made on complete applications. FIT reserves the right to select those candidates who, in its opinion, are the best qualified.**
7. **FINANCIAL AID** - Visiting Students are not eligible for FIT institutional aid. The home institution must process any financial aid requests.
8. **Applicants may apply for housing once they have been admitted to FIT.**
9. All visiting students accepted to FIT will complete the 1 year AAS curriculum as prescribed in the current FIT Undergraduate Catalogue. **Visiting students should expect to remain at FIT for two semesters and then return to the home institution to complete their bachelor's degree.**
10. **At the completion of the bachelor degree program at the home institution, an official transcript that indicates granting date of the bachelor degree should be mailed to the FIT Registrar Office. Receipt of this transcript will initiate FIT's awarding of the associate degree.**
11. **International Students**- Students attending school on an F-1 student visa will need to effect a transfer of schools with FIT's Foreign Student Advisor. Admitted students must notify FIT's Foreign Student Advisor within ten days of the beginning of classes at FIT.

International students will also be asked to submit a Confidential Statement of Finances verifying the availability of funds per year (to be determined) for their studies at FIT. International students whose native language is not English must have completed a college level English composition course at an equivalent U.S. institution with a grade of C or better at the time of application. FIT may also require completion of an English Proficiency report and/or TOEFL or IELTS score.

### **APPLICATION FILING PROCEDURE:**

All applicants are advised to **file early and complete the application process as soon as possible**. Space availability is limited.

#### **Deadlines**

##### **Fall 2012**

Jan 1 Application deadline

Feb 1 Supplemental materials deadline (transcripts, essay, academic history & portfolio if applicable)

1. Meet with the designated visiting student liaison at your institution to discuss participation and enrollment at FIT. Once approved to participate, **ensure your signed VISITING STUDENT RESPONSE FORM is mailed to the FIT Office of Admission**
2. **File** the online State University of New York (SUNY) application, at [www.suny.edu/student](http://www.suny.edu/student).
3. **Submit** all supplemental materials prior to the deadline.
4. **\*Check** your <http://myfit.fitnyc.edu/> to ensure all requirements have been submitted.
5. **Contact** us at [fit\\_admissions@fitnyc.edu](mailto:fit_admissions@fitnyc.edu) if you have any questions.

Current Tuition and Fee's (subject to change)

	<u>In state</u>	<u>Out of state</u>
Tuition	\$1987 per semester	\$5961 per semester
Fees	\$250 approx per semester	\$250 approx per semester
Books/supplies	\$600-\$900 estimated	\$600-\$900 estimated

For up to date tuition and housing fees, please see the Bursars Web site at [Fashion Institute of Technology - Office of the Bursar](#)

Details about the curriculum for all of our 1 year AAS majors, can be found online in the [Fashion Institute of Technology - Undergraduate Catalog](#).

**VISITING STUDENT RESPONSE FORM**

I understand and agree with the guidelines of the F.I.T. Visiting Student Program, and that I have the permission of my present college to participate in the program.

I understand that if I am admitted to my chosen major at F.I.T. I will be following the One Year Associate Degree program as it is outlined in the F.I.T. Catalogue and that I must complete the entire degree program in residence at F.I.T. before I will be eligible to receive the F.I.T. Associate in Applied Science Degree. I further understand that I will receive my degree from F.I.T. after I have completed the Bachelor Degree requirements at the college I am now attending. \*\*\*\* ANY FINANCIAL AID MUST BE PROCESSED BY THE HOME SCHOOL.

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

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

**FIT application ID# if known @**\_\_\_\_\_

Date of Birth \_\_\_\_\_

Email address \_\_\_\_\_

\_\_\_\_\_  
Name of College You Currently Attend

\_\_\_\_\_  
Intended Major at F.I.T.

Expected F.I.T. Entry Date:      Fall 200\_\_\_\_                      Spring 200\_\_\_\_

Date of High School graduation or receipt of GED \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

This applicant has my permission to participate in the F.I.T. Visiting Student program

\_\_\_\_\_  
Name of Campus Liaison (Please Print)

\_\_\_\_\_  
Signature of Campus Liaison

## **FIT Participant Reminders- READ THIS CAREFULLY!**

### **Financial Aid Concerns at FIT:**

Mr. Patrice Goumba  
212-217-3566  
[patrice\\_goumba@fitnyc.edu](mailto:patrice_goumba@fitnyc.edu)

### **UMES Financial Aid Office:**

Ms. Holly Trice, FIT Financial Aid  
410-651-7928; Fax: 410-651-7670  
[hjtrice@umes.edu](mailto:hjtrice@umes.edu)

### **UMES FIT Liaison:**

Dr. Lombuso S. Khoza  
410-651-6065; Fax: 410-651-6285  
[lskhoza@umes.edu](mailto:lskhoza@umes.edu)

### **Human Ecology Department Administrative Assistant:**

Ms. Theresa Shockley  
410-651-6056  
[tdshockley@umes.edu](mailto:tdshockley@umes.edu)

- Contact Ms. Trice regarding any financial aid issues from UMES as she will be responsible for sending checks to FIT each semester for funds posted on your UMES account.
- Please note that if UMES or FIT issues you a refund check, contact Ms. Trice before you cash it as the funds normally are not yours for the keeping, but is owed to one of the two schools.
- Request a copy of your final UMES transcripts (reflecting Spring 2012 grades) be sent to FIT before you leave for the summer.
- Contact me by August 30<sup>th</sup> with your telephone number and email in New York.
- Send me a write-up (newspaper article format with pictures) by May 15<sup>th</sup> of your Spring semester at FIT about your internship for the department's newsletter.
- Please keep a copy of everything that you receive and send back to FIT as things get lost and you can resubmit a copy verses starting over.
- Have a final **FIT** transcript (reflecting all grades Fall & Spring) sent to UMES by May 30<sup>th</sup>. This will allow me to make sure all classes transferred as planned and that your senior program evaluation is completed for you to apply for May 2013 graduation.
- **Complete and submit** the FIT **application for graduation** before leaving FIT. The application is available in the Registrar's Office.
- I will contact you in March with information for registering at UMES in the Fall- please read your UMES emails.