



Dates and Deadlines | Florence Spring 2025

Item	Description	Deadline	✓
Scholarship Deadlines	Benjamin A. Gilman International Scholarship https://www.gilmanscholarship.org/	Thursday, October 10, 2024	
	AIFS Ambassador Scholarship https://app.smartsheet.com/b/form/2aa247742f154221ba7d0bc37839c10c	Friday, November 8, 2024	
Priority Application Deadline	Apply online: https://secure.aifsabroad.com/College/Account/CustomApplication?CPID=QGNHYA1D44RZ 'Priority' means you will have priority to choose your SMCCCD classes before they are opened to students from the other NCSAC study abroad colleges. If you apply before the priority deadline, you <i>are</i> likely to get into <i>all</i> your preferred classes before they fill. You must submit your "Course Preference Form" to reserve your spot in your preferred classes.	Friday, Sep. 20, 2024	
Application deadline and deposit deadline	Final date to apply online and pay \$450 deposit to be considered for Florence Spring 2025.	Friday, November 1, 2024	
# 1 Withdrawal Deadline:	Withdraw on or before Friday, November 8, 2024, to receive a refund of the deposit and any other fees paid, less a \$150 processing fee.	Friday, November 8, 2024	
#2 Withdrawal Deadline:	Withdraw on or before Friday, November 8, 2024, to receive a refund of fees paid, less the \$450 deposit and any non-refundable deposits paid by AIFS on your behalf.	Friday, November 8, 2024	
#3 Withdrawal Deadline:	If you withdraw after Friday, December 6, 2024, there is no refund, and the total program fee is due. If you withdraw once the program has begun, there is no refund. *Please note that any student who is academically withdrawn (i.e., is put on academic probation or no longer meets the minimum 2.25 GPA requirement) after their application has been processed by AIFS is subject to the standard refund policy outlined above.	After Friday, December 6, 2024	
Final Payment Deadline Balance of Fees Due to AIFS*	Pay online in your AIFS Portal: https://secure.aifsabroad.com/College/Account *If you receive financial aid, you may be eligible to defer the payment of a portion of your fees until you receive your financial aid. See "Financial Aid Checklist" for more info.	No later than Friday, December 6, 2024	



STUDY ABROAD

<p>Complete your “Task List” in your AIFS Portal</p>	<p>Review your Task List in your AIFS Portal</p> <p>https://secure.aifsabroad.com/College/Account</p> <p>In your AIFS portal, you will have a “Task List,” and as you complete each step, that item will be crossed off.</p> <p>Required items include, but are not limited to, passport copy, agreement and release form, digital photo, flight details (if not on an AIFS flight).</p> <p>AIFS program staff will also use the portal to post important program information such as insurance details, flight itineraries, predeparture handbooks, program brochures, etc.</p>	<p>Friday, December 6, 2024</p>	
<p>Register for courses online with each college</p>	<p>You will be emailed specific instructions by <u>each</u> college you indicate on your Course Preference Form.</p> <p>This usually starts in November to December (each college in the program may have a slightly different timeline), and it is a multi-step process.</p> <p>You will add your class(es) and pay tuition separately at <u>each</u> college you sign up for.</p> <p>Please note: You will <u>not</u> lose your spot in the course if you have class registration difficulties; we will work with you to assist you.</p>	<p>November-December, 2024</p>	
<p>AIFS Travel Package</p>	<p>Round-trip flights between San Francisco (SFO) and Florence (FCR) in economy/standard class.</p> <ul style="list-style-type: none"> • Round-trip transfers in Florence between the airport and the student housing. • AIFS staff meet-and-greet at the airport to assist on arrival and escort students to their housing. <p>Students wishing to purchase the Transportation Package should select this option on the online enrollment form when they apply.</p> <p>Students wishing to <u>cancel</u> from the flight must notify AIFS in writing by Wednesday, October 23, 2024.</p> <p>Students wishing to <u>add</u> the flight after they complete the application/enrollment form must notify AIFS in writing before Thursday, November 7, 2024. AIFS cannot arrange airline tickets for students applying after Friday, November 8, 2024.</p>	<p>Thursday, November 7, 2024</p>	



STUDY ABROAD

AIFS Financial Aid Paperwork and Consortium Agreement due	If Financial Aid will pay for all or some of your program fees to AIFS, you must work with Claudia Menjivar, menjivar@smccd.edu , at College of San Mateo to complete the AIFS Financial Aid packet. Meet with Claudia Menjivar ASAP but no later Friday, November 29 2024 to fill out your paperwork and submit to AIFS (see “Financial Aid Checklist” for more information). The AIFS financial aid packet must be submitted to AIFS no later than Friday, December 6, 2024 in order to defer the payment of a portion of your fees until you receive your financial aid.	Contact Claudia Menjivar ASAP but no later than Friday, November 29 2024 Submit AIFS Financial Aid Packet to AIFS no later than Friday, December 6, 2024	
Meet + Greet	Get to know your fellow classmates and professor from SMCCCD who will be traveling abroad!	November - December 2024 (TBD)	
Mandatory Pre-Departure Orientation	Location (TBD). Consortium-wide. AIFS-led orientation where you can also pick up your final class schedules and purchase any books.	Saturday, January 18, 2025 tentative	
Student Code of Conduct and Intercultural Learning Strategies	# 3 Pre-departure orientation session that covers Student Code of Conduct, Culture Shock, and Intercultural Learning Strategies	Friday, January 24, 2025 tentative	
Depart U.S.	AIFS Transport Package flight dates and recommended dates for personal flights. Arrive in Florence the next day, Sunday, February 2, 2025	Saturday, February 1, 2025	
Depart Florence	AIFS Transport Package flight dates and recommended dates for personal flights	Friday, May 2, 2025	

I have read and understand the dates and deadlines written above as they pertain to the Florence Spring 2025 Study Abroad Program. I acknowledge that these dates can be subject to change. I also understand that because I am 18+ years old, I will be the main decision maker, point of contact, and person responsible for all relevant study abroad communication.

G# _____

Print Name _____

Student Signature _____

Date _____

Study Abroad Advisor Signature _____

Date _____