

***Fashion Merchandising and Design  
Planning Your SAI/Florence University of the Arts  
Study Abroad Experience***

*The Key to Success: Start Early – One year prior to your planned semester abroad!*

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***Step 1. Advising at WMU Study Abroad:***

- See **Ryan Rounds** in the WMU Study Abroad Office for an overview of the SAI/FUA application process. The WMU Study Abroad office is located on the second floor of Ellsworth Hall. You may either make an appointment (preferred) or visit during walk-in hours. Contact Study Abroad at (269) 387-5890 or visit the website at <https://wmich.edu/studyabroad>

***Step 2. Apply to WMU Study Abroad***

- Online application form is available [here](#).
- It is recommended that you apply one year prior to your planned semester. Please note that a 2.75 WMU GPA is required for admission to Florence University of the Arts. If your GPA is below 2.75, discuss your options with a Fashion Merchandising and Design faculty member.
- Fashion Merchandising and Design majors can complete from 3-18 WMU credits (one to six FUA courses), and choose to attend FUA for a quarter (10 weeks), a semester (18 weeks) or summer sessions (3-12 weeks). It is important to check course availability for your intended study abroad semester before committing to a specific semester, quarter or session. See <http://fua.it/Academics/academic-schedule.html> for more information. FMD faculty can assist in determining which courses will transfer to WMU as major credit.
- Fashion Design and Development students must complete FCS 2240 and FCS 3220 at WMU before approval for advanced design courses at FUA.

***Step 3. Acceptance from WMU Study Abroad Office:***

- Receive an official WMU acceptance letter, *WMU Study Abroad Course Pre-Approval Form* and commit to the program online following instructions from the WMU Study Abroad Office. Receive information about mandatory pre-departure orientation from Ryan Rounds .

***Step 4. Apply to SAI/Florence University of the Arts (FUA):***

- Apply to SAI online: <http://www.saiprograms.com/apply/> Apply one year prior to your planned semester.

***Step 5. Acceptance from SAI/FUA:***

- Receive and review acceptance email from SAI. Make required deposits (if applicable) and ensure all required forms and documents have been submitted to SAI.
- Send the official acceptance letter from SAI/FUA to Ryan Rounds [ryan.rounds@wmich.edu](mailto:ryan.rounds@wmich.edu) in the WMU Study Abroad office.

***Step 6. Course Pre-Approval Form for WMU Study Abroad Office and SAI-FUA:***

- After you complete the online WMU application for SAI/FUA (Step 2), you will receive a WMU Study Abroad Course Pre-Approval Form from Ryan Rounds.
- Contact [Dr. Zee-Sun Yun](#) or [Kelly Weathers](#) to obtain an approval signature on your WMU Course Approval form. **When your WMU Study Abroad Course Pre-Approval Form is complete, sign, date, and make 3 copies. Submit one copy of the form to your academic advisor and one copy to Ryan Rounds in the WMU Study Abroad Office. Keep a copy for yourself. THIS IS AN IMPORTANT STEP. Failure to submit this form to Advising and Study Abroad may jeopardize or delay transfer credits for your study abroad courses.**

***Step 7. Post Acceptance:***

- Make an appointment to see Ryan Rounds in WMU Study Abroad, who will check your WMU Course Pre-Approval Form and will also help you understand program fees, financial aid budget and program billing.
- Visit Student Financial Aid at 2500 Faunce (on the second floor of the 'Birdcage') to discuss financial aid options and processes. Contact Student Financial Aid at (269) 387-6000.
- Attend a WMU Study Abroad pre-departure orientation, which are offered in late November/early December (for spring students) or Late March/April (for summer and fall students).

***Step 8. In Florence:***

- Utilize the SAI/FUA course add/drop period if needed. If your approved courses are not offered when you get to FUA, send an email to an FMD faculty member (Kelly Weathers or Dr. Yun). Faculty will assist you in identifying courses that will meet the requirements of your program. Forward your approvals for new courses to Ryan Rounds in WMU Study Abroad.
- Sign up for excursions, student clubs and cultural events!
- Learn tons and have a great time!