## FOR ADMISSION TO THE VISITING STUDENTS PROGRAM

### Description

### Obtained From

1. **Review and print FIT Application and guidelines from UMES webpage for FIT-VSP (Nov. 1<sup>st</sup>, Sophomore Yr.)**  
   Faculty Crd.  
   (Eligible Students Only)  

2. **Submit SUNY Application (electronic version) (Due: Jan. 1<sup>st</sup>)**  
   Including: FIT Visiting Student Response Form,  
   UMES Official Transcript to:  
   Fashion Institute of Technology  
   Office of Admissions  
   Seventh Avenue at 27<sup>th</sup> Street  
   New York, NY 10001-5992  
   Attn: Frank Mitchell  

   | Dr. Lombuso S. Khoza, FIT-Faculty Crd/ Liaison, must sign your Visiting Student Response Form (attached) |

3. **FAF Application (Due: Jan. 15<sup>th</sup>)**  
   UMES- Financial Aid  

4. **Upon acceptance to FIT submit $100 tuition deposit and file housing application w/ FIT (usually by March 15<sup>th</sup>)**  

5. **Request that an updated transcript to be sent to FIT that will include Spring and/or Summer classes completed. (June 30<sup>th</sup>)**  

6. **Request FIT Transcript to be sent to UMES**  
   (May 30<sup>th</sup> of your last semester at FIT)  
   Must include Fall and Spring semester grades  
   FIT Registrar’s Office  

* Be sure to apply for financial aid for your senior year at UMES. Complete FAF, PELL, GSL, and other financial aid forms by deadline dates given (usually by Feb. 1<sup>st</sup> of the year prior to returning to UMES).  

* **This is the Student’s Responsibility**

(revised 11/08)
FACTS
UMES’ VISITING STUDENT PROGRAM (VSP)
WITH THE FASHION INSTITUTE OF TECHNOLOGY (FIT)

**Deadline Dates**

**November 15th**
- Liaison meet with prospective students regarding FIT’S VSP
  - Application materials available online at [www.suny.edu/student](http://www.suny.edu/student)
  - Or [www.umes.edu/he](http://www.umes.edu/he) (suggest print a copy and complete prior to completing electronic form)

**December 15th**
- Send letter of consent to parents (signed copy due back by an.10th).

**December 15th**
- Faculty Liaison submit list of prospective FIT participants to Director of UMES Financial Aid.

**January 1st**
- Student file the online State University of New York application (SUNY), which is accessible on FIT website, [www.suny.edu/student](http://www.suny.edu/student).
  - (You will be asked for a credit card to process the application fee).
  - Mail official transcript(s) from UMES and other colleges/Universities attended and autobiographical essay to:
    - Fashion Institute of Technology
    - Office of Admissions, Room C139
    - Seventh Avenue at 27th Street
    - New York, NY 10001-5992
    - Attn: Mr. Frank Mitchell

**March 15th**
- Upon notification of acceptance by FIT, submit $100 tuition deposit
  - And file a housing application

**Rules and Regulations**

- Must be a full-time student at UMES in the Department of Human Ecology prior to participation in the Visiting Student Program and have completed a total of 60 credit hours prior to matriculating at FIT.

- Must be in good academic standing with a minimum GPA of a 3.0 on a 4.0 point scale.

  **Note:** Student must maintain 3.0 GPA thru Spring semester courses and acceptance into the FIT-VSP, otherwise, FIT acceptance will be rescinded.

- Applications for the Visiting Student Program must complete all forms and meet deadline listed above in order to be considered for admissions. (See faculty coordinator for related forms).

(revised 11/08)
- Applicants must complete the last 30 credit hours of coursework for their Degree at UMES. This precludes student participation if less than 30 credits remains to be completed at UMES following completion of coursework at FIT.

Application Filing Procedure:

1. Upon acceptance to the University and entrance into the Department of Human Ecology, inform academic advisor prior to registration of interest in participating in the Visiting Student Program.
2. Make an appointment with the faculty coordinator prior to November 15th of the Sophomore year pertaining to program participation. Information can also be obtained from the department's website at www.umes.edu/he, click on Fashion Institute of Technology on left of page.
3. Students can apply to one major program option at FIT:
   a. Advertising and Marketing Communication (Curriculum Code 0653* for SUNY Application)

   **Once at FIT, you can not change your major**


   * SUNY application by January 1st, listing FIT as the institution for which you are applying (institutional code 57- major: Advertising & Marketing Communications.

5. Currently UMES has agreed to process student financial aid application and transfer funds (not state designated) to FIT. Thus, it is important that you:
   a. Stop by and meet the financial aid director (James Kellam x 6174, or Holly Trice x 7928).
   b. Make sure that all bank loan checks and other scholarship monies are sent directly to UMES

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Should UMES decide to not process financial aid, then request that UMES Financial Aid office submit a letter by January 10th to FIT'S Financial Aid Office stating that UMES:

- Will not process the PELL &GLS application for students, and
- Include in that letter:
  o Student’s Name(s)
  o Academic Status (Sophomore, Junior, etc.)
  o Course of Study/ Major at UMES
  o Degree Anticipated at UMES
  o Expected Date of Graduation from UMES
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(revised 11/08)
Special Notes:

1. **Financial Aid:** For students participating in this special program, the tuition incurred while at FIT will differ from those stated for UMES. During this one year span Maryland state residents will incur a tuition increase, New York residents will incur a tuition reduction, and all other state residents will experience a tuition increase.

   FIT- TUITION **
   (As of 8/14/08)

<table>
<thead>
<tr>
<th>IN-STATE Per semester</th>
<th>OUT OF STATE Per semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$1,707</td>
</tr>
<tr>
<td>Fees</td>
<td>$195</td>
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<tr>
<td>Books/Supplies</td>
<td>$600-900</td>
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<tr>
<td></td>
<td>$5,121</td>
</tr>
<tr>
<td></td>
<td>$195</td>
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<tr>
<td></td>
<td>$600-900</td>
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   $100 tuition payment due upon acceptance notification.
   *Estimates- ** Tuition subject to change

2. Visiting students are not eligible for FIT institutional aid (i.e. workstudy, school scholarships and school loans). **FIT will not grant students participating in this one-year special program state status** unless they qualify as a legal resident of New York State. To qualify as a New York State resident, one must have established legal residence in the state for a period of one year prior to attending FIT.

3. On campus housing is limited and the criteria for housing freshman, first time in college and farthest away from New York City. Off campus housing must be arranged by the student.

4. Students are required to obtain parental consent and support participation in the program during their sophomore year at UMES. (See faculty coordinator)

5. Students are not considered full-time matriculating students at UMES while attending FIT; therefore they must secure insurance coverage during their temporary stay at the Visiting School.

(revised 11/08)
6. Upon completion of the one-year program at FIT, students must have a copy of their transcript (from FIT) sent to UMES for transfer of course credits taken at FIT.

7. **Reminder:** Students who might consider not returning to UMES to complete the bachelor degree once they have fulfilled the requirements for the AAS degree at FIT, **FIT will not permit a Visiting Student to remain for more than one year.** Furthermore, students will not receive the AAS degree from FIT until they have returned to their home campus, and completed all requirements for the bachelor degree.

8. The AAS degree from FIT will be sent to the student after receipt of transcript from UMES marked “degree conferred”. **It is the student’s responsibility to request that a final transcript is sent to FIT.**
FIT Participant Reminders- READ THIS CAREFULLY!

Financial Aid Concerns at FIT:
Ms. Pearl Shephard
Office of Financial Aid
Same address as Mr. Mitchell’s
(212) 217-8677; Fax (212) 217-8680
pearl_sheppard@fitnyc.edu

UMES Financial Aide Office:
410-651-7928; Fax 410-651-7670
bjtrice@umes.edu

UMES FIT Liaison:
Dr. Lombuso S. Khoza
410-651-6065 (w); 509-768-4745(c)
lskhoza@umes.edu

Ms. Theresa Shockley, Adm. Assistant
410-651-6056 or tdshockley@umes.edu

• Contact Ms. Trice regarding any financial aide issues from UMES as she will be responsible for sending checks to FIT each semester for funds posted on your UMES account.
• Please not 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 2009 grades) be sent to FIT before you leave for the summer.
• Contact me by August 30th with your telephone number and email in New York.
• Send me a write-up (newspaper article format w/ pictures) by May 15th 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 versus starting over.
• Have a final FIT transcript (reflecting all grades Fall & Spring) sent to UMES by May 30th. 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 graduation.
• Complete and submit the FIT application for graduation before leaving FIT. The application is available at the Registrar’s Office.
• I will contact you in March with information for registering at UMES in the Fall; please read your UMES emails weekly.

Take care, and GOOD LUCK!

(revised 11/08)