AICAD EXCHANGE

Through the Association of Independent Colleges of Art & Design Exchange program, full-time CCA juniors who are attending, have the unique opportunity to attend another one of the 31 participating AICAD schools for one semester at no additional cost. AICAD Exchange offers students the benefit of studying and being immersed in the art scene of a different geographic area. By sharing resources and facilities, AICAD colleges offer unparalleled educational opportunities to students at AICAD schools.

Students can begin to apply for AICAD Exchange by filling out the attached form, the last page of this packet.

APPLICATION DEADLINES

SPRING 2019 TERM: OCTOBER 25, 2018

FALL 2019 TERM: FEBRUARY 25, 2019

Ingrid Wells
Assistant Registrar, AICAD Exchange Coordinator
ingrid@cca.edu | 415.703.9581

CCA

AICAD EXCHANGE

ELIGIBILITY

The AICAD Exchange is open primarily to full-time CCA juniors who are in good standing and who otherwise meet eligibility requirements of their specific program. Students choose which school they wish to attend in the AICAD Exchange. However, the Host School retains sole discretion to accept or decline an application or selection of courses.

FEES

Student service fees and other fees may be charged to the student by the Host School. These are billed by and payable directly to the Host School, and must be paid before registration. These fees vary by institution and program, so students should contact the Exchange Coordinator of the Host School to determine which fees will be required at registration.

TUITION AND FEES

Tuition is payable to the student's Home School (California College of the Arts). The Host School agrees not to charge the student tuition. A voucher indicating that tuition has been paid is issued by the Home School to the student and must be presented to the Host School at registration. If a student has made the required payment to the Home School but has not received a voucher, the student must contact the California College of the Arts Exchange Coordinator immediately. This allows students to receive their regular financial aid award.

TRANSCRIPTS

The academic record form the Host School during exchange study will be transferred to the student's CCA record. Students should request an official transcript from the Host School prior to leaving the campus. All transcripts should be sent to the address below.

Student Records Office
California College of the Arts
1111 Eighth Street
San Francisco CA 94107-2247

MEDICAL INSURANCE

AICAD colleges require students to obtain or furnish proof of medical insurance. Check with your Host School to determine its policies. If you have no insurance you will most likely be expected to purchase it from the Host School. If you have insurance, be sure to obtain proof of insurance from your Home School before you depart.

HOUSING

Housing is the responsibility of each student. Host Schools have no obligation to provide housing and their dorms are often full. A student wishing to live in a Host School's dorm should make this known at the time of application. Fees for Room and Board are billed by and payable directly to the Host School. If dorms are full, off-campus housing information may be obtained from the student services or housing office of the Host School. Students should plan ahead and investigate all housing options at the time of application.

PARTICIPATING AICAD SCHOOLS

Alberta College of Art & Design
Art Academy of Cincinnati
California College of the Arts
Cleveland Institute of Art
College For Creative Studies
Columbus College of Art & Design
Emily Carr University of Art & Design
Kansas City Art Institute
Laguna College of Art & Design
Lesley University College of Art & Design
(formerly AIB)
Maine College of Art
Maryland Institute College of Art
Massachusetts College of Art and Design

Milwaukee Institute of Art & Design
Minneapolis College of Art & Design
Montserrat College of Art
Moore College of Art & Design
New Hampshire Institute of Art
NSCAD University
OCAD University
Oregon College of Art & Craft
Otis College of Art & Design
Pacific Northwest College of Art
Pennsylvania Academy of the Fine Arts
Pennsylvania College of Art and Design
Rhode Island School of Design
Ringling College of Art & Design
San Francisco Art Institute
School of the Art Institute of Chicago
School of the Museum of Fine Arts
University of the Arts
Watkins College of Art, Design & Film

Questions?
Contact: Ingrid Wells
AICAD Exchange Coordinator
Assistant Registrar, SF Campus
ingrid@cca.edu
415.703.9581

AICAD Exchange
Program Instructions & Advisor Approval Form

The AICAD Exchange Program provides an opportunity for students to take classes at any one of the AICAD member schools for one semester on a space-available basis while registering at CCA for the semester. AICAD Exchange is open primarily to students in their junior year who meet the eligibility requirements of their specific program. A complete listing of the participating AICAD schools is available from the Student Records office. It may be necessary for students to research the AICAD school they are interested in attending to request course information. Students receiving financial aid at CCA are eligible to receive the same financial aid in the AICAD Exchange Program.

In order to apply, students must show:
1. Completion of at least two semesters at CCA immediately prior to the exchange semester
2. Upper division standing (at least 60 units completed)
3. Good academic standing at CCA
4. Good financial standing at CCA
5. Enrollment at CCA full-time (12 units minimum) during the AICAD Exchange semester, and
6. Full CCA tuition payment.

Application Deadline for the Spring 2019 Semester: <u>October 25, 2018</u>
Application Deadline for the Fall 2019 Semester: <u>February 25, 2019</u>

Application Procedure

CCA Student:
1. Completes the application form and statement of purpose explaining how and why this program will benefit their artistic development, including listing the courses for which the student intends to register;
2. Submits the application form, <u>and statement of purpose </u>to his or her academic advisor for review and discussion of proposed program; and has the advisor complete and sign this form (below);
3. Submits this approved form <u>and statement of purpose</u> to the AICAD Exchange Coordinator (Ingrid Wells, ingrid@cca.edu)

CCA AICAD Exchange Coordinator: (Ingrid Wells)
1. Verifies eligibility of the student
2. Reviews all applications with committee and selects candidate(s) when there is competition
3. If approved, sends student an approval letter and a link to the corresponding page in Slide Room, where student will submit their final application.

Host Institution AICAD Exchange Coordinator:
Notifies student of acceptance or denial at the host school. If accepted, informs student of timelines and other related details at the host school.

CCA Advisor Approval:

Student's Name:_____Student's ID #:_____

Advisor Name: _____

Proposed Courses at Host school:	CCA Course Equivalents:

Advisor's Signature: _____ Date: _____