Congratulations and welcome to the Barcelona 2019 Summer Study Abroad Program! Assuming you have received your acceptance letter from the Office of International Education and maintain your eligibility this spring by remaining in good academic and disciplinary standing, you should receive an email from Dawn Rutherford, Program Manager, reminding you of the important “next steps” listed below.

If you have any additional questions or concerns after you have reviewed this information, please don’t hesitate to contact Dawn at drutherf@cc.gatech.edu. Again, welcome!

**Travel Steps:**

**Do you have a passport?**

If you do not already have a passport, you must apply for one immediately. PLEASE NOTE THAT IT CAN TAKE OVER 8 WEEKS TO OBTAIN A PASSPORT. DON’T WAIT UNTIL THE LAST MINUTE!! For additional passport information, please visit: [https://travel.state.gov/content/travel/en/passports.html/get/first/first_830.html](https://travel.state.gov/content/travel/en/passports.html/get/first/first_830.html)

If you have a passport, check the expiration date to be sure it has not expired or will not expire while you are in Spain; your passport should be valid for at least six months after your planned departure from Spain, so its expiration date should be after January 29, 2020.

Please email a copy of your passport to drutherf@cc.gatech.edu or bring a copy to Dawn in the College of Computing building, room 302.

**Do you need a visa?**

If you do not have a US passport, please consult the website for the Spanish Consulate in Miami for a list of countries that do NOT require visas for a stay that does not exceed 3 months within a period of 6 months; see the list of countries at [http://www.maec.es/consulados/miami](http://www.maec.es/consulados/miami) (select English; click Information for Foreigners > Tourist/Business Visas, under the More Information menu on the right).

If your country of citizenship is not on this list then you must apply for a Schengen tourist visa. Please review the visa application requirements and process at the site above (under Tourist/Business Visas).

If you are a permanent resident of Georgia, Florida or South Carolina, you will need to go to the Spanish Consulate in Miami and apply for your visa IN PERSON. For more information on this process, go to: [http://www.maec.es/consulados/miami](http://www.maec.es/consulados/miami) and select English and click Information for Foreigners > Visa Appointment, under the More Information menu on the right. **Please note that the visa section of the Consulate only accepts visa application in person, from Monday to Friday (8:30am to 11:30am) – it is suggested by the Consulate that applicants arrive early.** Given that visa application may only be requested within three months prior to departure, the earliest you can submit your visa application to the Consulate is Monday, February 11, 2019. We recommend you plan the submission of visa application in Miami during February or absolutely no later than spring break in March.

Consulado General De Espana, Visa Section
2655 Le Jeune Road, Suite 203
Coral Gables, FL 33134
Phone (305) 446-5511; (305) 446-5512; (305) 446-5513
Fax (305) 446-0585
E-mail address: cog.miami.vis@maec.es

Please email drutherf@cc.gatech.edu if you will need to apply for a visa as there is some additional documentation that the program will provide for inclusion with your visa application!
Getting to Barcelona?
We have arranged a group fare of $1,992 for those participants who are interested. Prior to ticketing, the airfare may change as the taxes and fuel surcharges associated with the reserved fare are not fixed.

The group flight information is as follows (and is subject to change):

<table>
<thead>
<tr>
<th>Route</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atlanta - Barcelona (DL 194)</td>
<td>10 May 2019</td>
<td>5:33pm</td>
</tr>
<tr>
<td>Arrival</td>
<td>BCN: 11 May 2019, 8:30am</td>
<td></td>
</tr>
</tbody>
</table>

Barcelona - Atlanta (DL 195)  
Departure BCN: 28 July 2019, 10:30am  
Arrival ATL: 28 July 2019, 2:49pm

If you would like to participate in the group airfare option, please contact us at drutherf@cc.gatech.edu no later than January 7th. Please note that participation in the group flight is optional and subject to availability (we have a limited number of group flight seats reserved). Also, the group airfare payments are due per the program’s published schedule; payment of the group airfare cannot be deferred to the disbursement of scholarship and financial aid funding. If you travel on the group flight reservation, you must follow the above ticketed itinerary. We do not arrange multiple deviations to the group flight for individual students.

If you decide not to participate in the group flight, you are responsible for making your own travel arrangements. Please email us (drutherf@cc.gatech.edu) your flight itinerary once it has been booked. If you would like to share the group airport transportation to/from Onix, please arrange your arrival and departure times as close to the group as possible. You may book yourself directly on the same flights as the group, if you wish. Regardless of routing and timing, your arrival and departure dates should follow those of the group flight.

Important dates related to group airfare:
- January 7th – Email us that you would like the group airfare at drutherf@cc.gatech.edu.
- January 11th – First installment of $996 due (pay via your OSCAR account)
- January 25th – Second installment of $996 due (pay via your OSCAR account); amount is subject to change based on final taxes for ticketing. An email will be sent to students to confirm the final airfare.

Housing Steps:

Room Preference:
Student housing will be available at Residencia Onix (http://www.residenciaonix.com), a modern student residence facility. Double rooms with in-suite kitchens, bathrooms, A/C, and internet are available and included in the program fee. Single rooms with a shared kitchen are available upon request, subject to availability, at a supplement of approximately $438. If you are interested in a single room, please let us know ASAP by sending an email to drutherf@cc.gatech.edu. Please note that all rooming requests are considered on a first-come, first-served basis, and then given to students in the order of their acceptance to the 2019 program.

Residencia Onix has a 24-hour, English-speaking concierge and provides weekly room cleaning of the kitchen, bathroom and change of sheets and towels. The rooms include bedding, bath towels and an equipped kitchen. The contact information for Residencia Onix follows:

c/ Sardenya 101-137  
08013 Barcelona  
Telephone: +011 34 932 666 100  
Fax: +011 34 932 666 101  
Email: info@residenciaonix.com  

Roommate Preference:
Please submit any roommate requests to drutherf@cc.gatech.edu.
Coursework Steps:
Registration:
Registration for Summer Term 2019 will begin on March 25. Please begin thinking about which 4 courses you would like to take as a part of this summer program and select an alternate or two in the event you are not able to register for your 4 preferred courses. Please remember that registration permits for courses will be issued based on the order of the student’s acceptance into the program and other criteria (e.g. year, major); more information on this process will be distributed during the spring 2019 semester at participant meetings and via email to program participants. The maximum capacity for courses will be enforced; overload permits may be issued in exceptional circumstances.

If you have any questions regarding coursework planning, please contact your academic advisor. If you have any questions concerning the individual courses offered this summer in Barcelona, please review the course information on our website (link to be posted) and/or contact the faculty for the course. Be sure to attend the 2019 Courses Info Session (February date TBA) to learn more about the courses and meet the faculty. If you have any questions regarding registration, please visit: http://www.registrar.gatech.edu/. The summer 2019 schedule of classes will be made available during the spring 2019 semester, likely after registration opens before program departure.

Textbooks:
You will need to purchase your textbooks for this summer prior to leaving for Barcelona. Textbook details for the 2019 courses will be provided no later than the pre-departure orientation meeting on Monday, March 25.

Financial Steps:
Program Cost:
Please see the online handout posted on our website (link to be posted).

Financial Aid & Promissory Notes:
Generally, you may apply your financial aid and scholarship funding towards the tuition and fees assessed to your student account upon registration for summer courses. If you wish to apply aid to your tuition and registration fees, please let Dawn know and provide a copy of your Award Letter that shows your anticipated aid for summer 2019.

If you wish to apply any of your financial aid towards your program fee costs ($3,300 payment due 2/8; $2,200 payment due 3/8), you will need to let us know and provide a copy of your Award Letter that shows your anticipated aid for summer 2019; and, then you will need to meet with us to review and sign a promissory note which will defer a portion of your program fees due until May when financial aid is typically disbursed for the summer term.

If you did not indicate on your 2018-2019 Georgia Tech Application for Scholarships and Financial Aid (GT APP) that you would be enrolling in summer courses, please email revisions@finaid.gatech.edu immediately to let them know that you will be enrolling in summer classes and studying abroad (be sure to include your gtID in your correspondence).

More information on understanding your Award Letter can be found at: http://www.finaid.gatech.edu/content/understanding-letter
Questions concerning financial aid should be directed to the Office of Scholarships and Financial Aid; contact information is available at: http://www.finaid.gatech.edu/content/contacting-our-office

Scholarships:
Please note that most scholarships apply to study abroad, including Zell Miller/HOPE which can be applied towards summer tuition. For details on scholarship opportunities available for study abroad students, please visit: http://www.oie.gatech.edu/scholarships
**Important Meetings:**
It is very important that you attend the following meetings as a mandatory requirement of your participation in the BCN Study Abroad program!

**OIE Mandatory Pre-Departure Submissions and Online Training Modules:**
Please respond in a timely fashion to all requests made of OIE to participants. There will be a number of forms and requirements for student participants to complete and submit via the ATLAS application system. Your continued eligibility to participate in the Barcelona Summer Program depends on your satisfying OIE requirements for GT faculty-led study abroad program participants.

**Barcelona City Orientation**
Monday, March 4—6-7PM—Klaus 1116

**Barcelona Mandatory Pre-Departure Orientation**
Monday, March 25—6-8PM—Klaus 1116

**Important Dates:** (including payment deadlines!)

| ASAP! | Application and Deposit Due | $500 (submit online to OIE) |
| ASAP! | Passport or Visa Application (if applicable) | -Please see websites listed above for application and fee information | -Please submit passport copy to drutherf@cc.gatech.edu upon receipt (unless you’ve already emailed it to Dawn) |
| January 7 | Group Airfare Participation Notification Due | Please email drutherf@cc.gatech.edu; |
| January 11 | ½ Group Airfare Due (if applicable) | $996 (pay via your OSCAR account) |
| January 12/2 or February TBA | Barcelona 2019 Courses Info Session | Presentation by faculty on the 2019 course offerings |
| January 25 | ½ Group Airfare Due (if applicable) | $996 (pay via your OSCAR account) |
| February 11 | Barcelona Meet & Greet for Summer 2019 students | 6pm in Klaus 1116 |
| February 8 | 1st Program Fee Payment Due | $3300 (pay via your OSCAR account) |
| March 4 | Barcelona City Orientation | 6pm in Klaus 1116 |
| March 8 | 2nd Program Fee Payment Due | $2200 (pay via your OSCAR account) |
| March 15 | Single Housing Supplement Due (if applicable) | $438 if you requested and/or will receive a single room at Onix (pay via your OSCAR account) |
| March 25 | Barcelona Mandatory Pre-Departure Orientation | 6pm in Klaus 1116 |
| March 25 | Registration Opens for Summer Term 2019 | For more information visit: http://www.registrar.gatech.edu/ |
| March 29 | Onix Housing Deposit Due | $300 (pay via your OSCAR account); refundable in Fall 2019 less any damage deductions (and subject to currency exchange changes) |
| May 6 | Tuition/ Matriculation Fees Due | Pay via your OSCAR account |
| May 8 | Financial Disbursement | |
| May 10 | Group Flight Departs Atlanta | Delta 194 (ATL-BCN) |
| May 11 | Group Flight Arrives in Barcelona | |
| May 12-13 | Orientation in Barcelona; City Walking Tours | |
| May 14 | Orientation at UPC (welcome & campus tour); Classes Start | |
| May 31-June 3 | 1st Break for independent travel | |
| June 21-24 | 2nd Break for independent travel | |
| July 12-15 | 3rd Break for independent travel | |
| July 26 | Last Day of Classes | |
| July 28 | Group Flight Departs Barcelona | Delta 195 (BCN-ATL) |
Helpful Links:

Financial Aid & Scholarships: [http://www.oie.gatech.edu/scholarships](http://www.oie.gatech.edu/scholarships)
(Please note that most scholarships apply to study abroad, including HOPE which can be applied towards summer tuition)

International Student Identity Card (ISIC):
ISIC’s website: [http://www.isic.org/](http://www.isic.org/)

General Travel Information:
US Department of State’s International Travel website: [https://travel.state.gov/content/travel/en/international-travel.html](https://travel.state.gov/content/travel/en/international-travel.html)
US Department of State’s Country Specific Search, Travel Alerts and Warnings: [http://travel.state.gov/content/passports/english/country.html](http://travel.state.gov/content/passports/english/country.html)
US Department of State’s Spain Specific Information: [https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages/Spain.html](https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages/Spain.html)
Center for Disease Control: [http://www.cdc.gov](http://www.cdc.gov)

Barcelona Resources:
[http://www.bcn.cat/](http://www.bcn.cat/)
[http://barcelona.lecool.com](http://barcelona.lecool.com)

Barcelona Resources created by program alumni:
[http://www.preparingforbarcelona.weebly.com](http://www.preparingforbarcelona.weebly.com)
[http://bcntraveler.tumblr.com](http://bcntraveler.tumblr.com)

Cancellation and Refund Policy:
The application fee of $500 is non-refundable (upon application approval and program acceptance).
Students cancelling participation prior to March 8th must pay the first program fee payment of $3,300; cancellations after this date will result in forfeiture of all anticipated or paid program fees.
Students cancelling their group flight participation after January 25th are responsible for paying (or forfeiting payment of) the entire group airfare. Name changes after ticketing for group flight participants may be an alternate option to cancellation and are subject to fees established by the travel agent and airline.

*Please note that Georgia Tech reserves the right to alter or cancel this program due to low enrollment, unavailability of a professor to teach a planned course, or other unforeseen circumstances. If Georgia Tech cancels the program before the departure for reasons within its control, all fees paid by participants will be refunded. If Georgia Tech cancels the program before departure or while the program is in progress for reasons beyond its control, such as political unrest or danger to participants’ safety, only those fees that Georgia Tech is able to have refunded by service providers will be returned to participants.*