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*Last Updated 3 August 2015*
Welcome

Congratulations on choosing to enhance your Wisconsin Experience by studying abroad through the Wisconsin School of Business! This program handbook is provided to you as a resource and reference as you are preparing to go abroad. You will also receive information from your host university. Be sure to thoroughly read and understand information sent to you by the host university, as the information provided in this handbook is subject to change.

Key Websites

International Programs CIMBA Program Website: http://bus.wisc.edu/bba/academics-and-programs/study-abroad/programs/semester-year-programs/italy-paderno-del-grappa

International Programs CIMBA Program Cost Estimate: http://bus.wisc.edu/~media/bus/dp/international%20programs/2015-2016-costs/cimba-semester-2015-2016-costs.ashx

CIMBA Italy (University of Iowa) Website: http://cimbaitaly.com/study-abroad/

Program Contacts

Wisconsin BBA International Programs

3290 Grainger Hall
975 University Avenue
Madison, WI 53706

Contact: Sarah Melin, Assistant Director of International Programs
smelin@bus.wisc.edu
Phone: +1 608-890-2035

Host Institution Contact information

U.S. Contact Information
CIMBA Program
Tippie College of Management
The University of Iowa
108 PBB, C300
Iowa City, IA 52242-1000

Italy Contact Information
CIMBA Program
Via San Giacomo 4
31017 Paderno del Grappa (TV)
Italy

studyabroad@cimbaitaly.com
Phone: 319-335-0920
Fax: 319-384-1937

info@cimba.it
Phone: 39-0423-932160
Fax: 39-0423-951104

Please review the partner’s website carefully. If you have detailed questions that the website does not answer, you may contact CIMBA at the University of Iowa directly.
Program Dates

Spring 2016 semester
Arrival on CIMBA Campus: January 18, 2016 (between 11am-6pm)
Final Exams: April 6-8, 2016
Student Check Out: April 8, 2016

CIMBA will provide you with detailed semester dates.

Application Process

The following information is provided to you as a guide and reference. As partner processes and procedures may change, always be sure to carefully review the information they will provide you.

Because you have been nominated by UW-Madison for the study abroad program, you should be accepted by CIMBA as long as your GPA of at least 3.0 is maintained through your departure. However, you must submit an application and supporting documents to the University of Iowa in order to complete your enrollment. You are responsible for submitting forms and supporting materials to the University of Iowa on time. Be sure to retain a copy for your files.

Application Deadlines

Spring 2016: October 15, 2015

Application Procedure

You will apply first and be selected by International Programs. Then, you will apply online to CIMBA, who will finalize your admission. The application process is described on the CIMBA Admission Process website. Because applications are processed on a rolling basis until the program is full, it is recommended that you apply as soon as possible.

Housing

The CIMBA program fee includes room and board on campus. You will stay in dorm-style housing in a single or double room. Three meals per day are provided and included in the cost, while class is in session. More information will be provided to you by CIMBA.

Visa & Entry Requirements

The following visa guidelines are meant to help you as you determine what steps you need to take to enter your host country for an extended period of study. The following information can change, so be sure to visit Travel.State.Gov and carefully review guidelines of the host country’s embassy or consulate for information concerning specific requirements. We do not always know when they make changes and this section serves only as an initial guide. While the International Programs office is willing to help with travel documents, it is the student’s responsibility to obtain the appropriate immigration documents.
To enter Paderno del Grappa as a student in Italy, you will need:

(1) A **passport** is necessary to enter a foreign country. Passport information and application forms for U.S. citizens can be found on the [U.S. State Department](https://travel.state.gov) website. Your passport should be valid at least six (6) months beyond the end date of your program. If your passport will expire before then, you should apply to renew your passport.

A **student visa** is *not* required of all U.S. citizens for programs lasting less than 90 days. You are permitted to stay in the [Schengen Area](https://www.schengenvisa.info) for 90 days total, so if you plan to travel, you can only do so in the Schengen states for 7 days either before or after the program. There are countries that are not part of the Schengen Area; educate yourself prior to departure if you plan to travel.

Students with non-U.S. citizenship should consult the appropriate [Italian Consulates General in the U.S.](https://www.state.gov/consular/consular_locations/italy/) for instruction on entrance requirements.

Remember that it is your responsibility to obtain a visa if needed in a timely manner. This can be a complicated process, so be sure to start early.

**Finances**

As this is an affiliated (non-exchange) program, the Bursar’s office will send you a tuition bill as usual, but it will be for $0. This means that if you receive financial aid and scholarship money it is usually distributed to you as a check at the start of the semester for the “surplus” in your account to use to pay CIMBA/The University of Iowa. The University of Iowa will bill you directly for their program fee.

International Programs will invoice you and collect your payment for the mandatory CISI insurance. CISI insurance costs around $35/month and provides comprehensive health insurance coverage. Although CIMBA also requires students to purchase CISI, neither group plan can be waived. Therefore, you will need to purchase both insurance plans.

*Financial aid can only be applied to academic semesters that run 15 weeks or longer. The CIMBA Italy program is shorter than 15 weeks. Therefore, if you have any concern about your ability to take out financial aid (loans, grants) for the semester you are abroad, please contact International Programs.*

Review our [Scholarships and Financial Aid](https://international.uiowa.edu/scholarships-financial-aid) website for more details. CIMBA Italy also offers several financial awards for students studying on the program for which you are encouraged to apply. To read more about these opportunities, visit the [CIMBA Financial Awards](https://www.cimba.com) website.

**Academics**

Most undergraduate courses focus on business and associated international relations courses; however, Italian language courses as well as a few subjects outside of business are offered during the semester terms. In addition, there are opportunities for students to attend executive lectures and participate in organized travel to enrich their international learning experience.

CIMBA will announce course offerings for your term on their [Course Offerings](https://www.cimba.com) website. They will guide you in the course selection and pre-registration process prior to your departure.
Grade and Credit Conversion Scale

International Programs has established grade and credit conversions. Review the tables below to see how the grades and credits you earn abroad will appear on your UW-Madison transcript.

<table>
<thead>
<tr>
<th>CIMBA Grade</th>
<th>UW Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+/A</td>
<td>A</td>
</tr>
<tr>
<td>A-/B+</td>
<td>AB</td>
</tr>
<tr>
<td>B</td>
<td>B</td>
</tr>
<tr>
<td>B-/C+</td>
<td>BC</td>
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<tr>
<td>C</td>
<td>C</td>
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<tr>
<td>D</td>
<td>D</td>
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<tr>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

Semester courses are worth 3 credits each.

Life Abroad

Campus

The CIMBA campus is shared with Italian students and is located at the base of the Italian Alps in northern Italy. Your campus includes residence halls, a cafeteria, recreation room, computer labs, and athletic facilities including a pool, cardio and weight room, tennis, basketball, and volleyball courts, and a soccer field.

The CIMBA Cultural Exploration Program connects you with local students and culture for an immersive experience.

Leadership Institute

The program offers leadership opportunities through the Leadership Institute. Leadership Initiatives for Excellence (LIFE) is a 2.5 day program that enhances key leadership competencies including decision-making, teamwork, and focus. Learn Enrich Achieve Perform: LEAP (includes LIFE) is a semester-long professional development program that utilizes self-assessment and coaching to focus on goal setting.

Returned Participant Network

Contact a UW-Madison student who has recently returned from studying abroad in Paderno del Grappa. Contact information can be found on the Returned Participant Network.