

BENNINGTON COLLEGE

Association of Vermont Independent Colleges (AVIC) Semester Exchange Program

The AVIC Semester Exchange Program provides Bennington Students the opportunity to study away for a term at any of the following partner institutions:

Burlington College
Champlain College
College of St. Joseph
Goddard College
Green Mountain College
Landmark College
Marlboro College

Middlebury College
New England Culinary Institute
Norwich University
Saint Michael's College
Southern Vermont College
Sterling College

There are a limited number of exchange opportunities at each host institution; applicants will be selected for participation based on the connection of the proposed course of study to the work of their plan and the overall quality of their written application materials.

Application Materials: Please see Noelle Everett Murphy, Assistant Director for Academic Services, for an application package and guidelines.

Application Deadlines: Please submit a completed application package to the Dean's Office by September 10 for the spring semester, or March 15 for the fall semester.

Application Criteria:

- Applying students must be **juniors in good academic standing**. In special circumstances, sophomores may be admitted to the program when the student's ultimate goal is the completion of a bachelor's degree
- Students must be **registered as full-time matriculated students** and take the credit equivalent at the host institution for full-time enrollment
- Applicants must have **no pending disciplinary action** against them. Any past or current disciplinary actions must be disclosed to the host college during the nominating process and may be grounds for barring participation by the College and/or the sponsoring program. Students may not participate in semester exchange while on disciplinary probation. Students may apply while on probation, but any conditional approval is contingent upon removal from probation before participation.

Paying for Your Term of Exchange

- Bennington bills you for Bennington tuition (minus the semester financial aid). The host institution bills you for room, meals, and student fees.
- Bennington grants and scholarships can be used for one term of exchange.
- Non-Bennington aid can apply for one semester (including federal and state grants and loans). Some aid may be restricted.

- If you withdraw from the semester exchange program after the semester has begun Bennington policies for refunds on tuition will apply. Any room, meals, and student fees that have been paid will be subject to the host institution's policies for refunds.

Transfer Credit: Pre-approved courses are accepted as transfer credit. A grade of C or better is required for credit transfer. Grades earned in approved semester exchange programs are not calculated into your GPA. A transcript listing all courses taken and grades earned will be issued at the end of the term by the program's institution of record.

Approved students will work with the Exchange Coordinator to determine appropriate course selection for their term of study away and to ensure a smooth transition process between academic study at each institution.

Terms of Exchange & Requirements of Student Participants

Participating students:

- shall remain registered at their home institutions and pay tuition to the home institutions. Home institutions shall also retain responsibility for administering financial aid. Applicable room, board, and student fees shall be paid to the host institutions;
- shall have their courses at the host institutions pre-approved for credit by the appropriate departments and officers at their home institutions before beginning the AVIC Semester Exchange Program;
- shall submit class registration requests to the host institutions for the spring semester by November 1 and for the fall semester by April 1;
- shall follow student regulations in effect at the host institutions and be subject to applicable student disciplinary procedures;
- who withdraw from the AVIC Semester Exchange Program after the semester has begun will be subject to the refund, withdrawal, and enrollment policies of the host institutions with regard to room, board, and fees as well as the tuition and readmission policies at the home institutions in effect during the exchange period;
- shall be fully responsible for personal travel arrangements and transportation, including travel between home and host institutions;
- shall be limited to participating in one semester exchange during the course of completing a bachelor's degree and must return to their home institutions to complete coursework during the next regular semester following the exchange semester;
- must be able to travel and visit the host campus on their own. No provisions will be made for spouses, partners, or dependents with regard to room, board, or other services;
- should be aware that host institutions will assist an AVIC Semester Exchange student in finding off-campus housing if none is available on campus;
- shall be responsible for their own personal expenses and the settlement of any outstanding debts. Students should be aware that failure to pay reflects badly on both the student and home institution and jeopardizes the relationship between the institutions, as well as opportunities for students coming later. In such cases, credit for participation in the exchange may be withheld until the matter is settled; and
- shall provide proof of health insurance and other information and execute documents as reasonably required for participation in the host institution's program.

Contact Noelle Everett Murphy (x4664 or nmurphy@bennington.edu) with questions.