



## STEPS FOR ENROLLING AT SRISA

**1. For application complete the following:**

- **Enrollment Application:** [www.santareparata.org/application/apply\\_online.php](http://www.santareparata.org/application/apply_online.php)
- **Housing Application:** [www.santareparata.org/application/semester\\_housing.php](http://www.santareparata.org/application/semester_housing.php)
- **Send most recent official transcript to:**

SRISA Admissions / 10004 Wurzbach Road #231 / San Antonio, TX 78230

**2. Once above items are submitted, accepted student will receive:**

- An acceptance letter by email with statement for program and housing deposits along with tuition and fees (to be officially enrolled in SRISA student must have paid deposits). Payment Options:
  - Online, by signing into MySRISA: [http://www.santareparata.org/forms/sign\\_in.php](http://www.santareparata.org/forms/sign_in.php)
  - Credit Card, by calling 210-340-2675 (4% transaction fee applies)
  - Check, mailed SRISA Admissions address above

**3. Once enrolled they will receive an Enrollment Packet with the following items:**

- Official enrollment letters to apply for Student Visa (Semester only)
- Updated Statement for tuition, housing, and activities fee
- Student visa information (Semester only)
- Enrollment policies and program specific information

**4. Additional information that will be sent by email:**

- Program calendar and field trip application form
- Pre-departure handbook
- Arrival information
- Packing checklist
- Cell phone rental information

**Forms and materials to be returned to the SRISA Registrar before departure:**

- Course Registration: <http://www.santareparata.org/admissions/forms/>
- Liability and Behavior Contract: <http://santareparata.org/forms/waiver.php>
- Passport Information Form: <http://santareparata.org/forms/passport.php>
- Housing Agreement: [http://santareparata.org/forms/housing\\_rules.php](http://santareparata.org/forms/housing_rules.php)
- Scan of Passport photo and visa pages (Visa for Semester only)
- Digital facial photograph (Semester only)

**\*BEFORE DEPARTURE\***

Remember to obtain a current passport valid at least 3 months after the end of your program and to apply for your student visa allowing for a minimum of 3 weeks processing time.

Check with your home institution about transfer of credits. It is the student's responsibility to obtain these materials.

More information can be found on our website at: [www.santareparata.org](http://www.santareparata.org)

**Please contact us with any questions or concerns at (210) 340-2675\*  
or by e-mail at [info@santareparata.org](mailto:info@santareparata.org)**

\* Calls to the US office forward free of charge to the Florence, Italy office, open 10am-6pm Central European Time