**Key Information – Athens Architecture Studio 2014**

**Dates**
Monday 6th Jan (we recommend arriving on Sat 4th Jan if flying directly from Australia) to Friday 14th February (depart Sat 15th Feb)

**Confirming your place in the Athens Studio**
It is important we know as soon as possible whether you wish to accept this offer of a place in the 2014 Athens Summer Studio. You have until the 30th September to make the deposit, but we would appreciate an informal notification by email to Carolyn.wood@uwa.edu.au indicating if you wish to accept or decline. Likewise if you have friends who may also be interested in participating, but haven’t yet registered their interest, we would encourage them to add their name to the waitlist in case others drop out. The minimum number required for this studio to run is 20 participants.

**Enrolment**
2014 Enrolments open on 10th November and close on 16th December. You will need to add the relevant studio unit code to your enrolment and select “Summer” as the teaching period. You can also do the rest of your 2014 enrolment at the same time.
This studio can only be taught as ARCT3301, ARCT4403, ARCT4401, ARCT5500 or ARCT5501

**Accommodation options and costs**
A set number of rooms will be reserved at the Australian Archaeological Institute and the Finnish Institute

**Accommodation:** $720-1080 for 6 weeks (rates will vary depending on room type – single, twin share and apartments are available)

**Program fee:** $200 (this includes bus trips and accommodation for several excursions, plus your membership to the Australian Archeological Institute)

**Food and transport:** allow $50 per day = $2100 for 6 weeks

**Airfare:** to be arranged by individual students

**Miscellaneous:** dependant on individual students

You will need to make a deposit of $400 to ALVA in order for us to secure your accommodation. This amount will be deducted from whatever your total accommodation + program fee equates to, and the balance will need to be paid to ALVA by the end of semester.

**Payment and Document Submission Deadlines**

**Due by Friday 30th September:**
1. Deposit of $400 (in cash, cheque or via credit card authorisation form - attached). Either pay in person to Carolyn Wood (Room 1.20, ALVA Building) or forward the credit card authorisation form by email

**Due by Friday 22nd November:**
1. Travel Approval Form
2. Copy of passport*
3. Copy of itinerary
4. Full payment of remaining program fee
5. Signed Conditions of Participation

*your passport must have at least 6 months validity

Pre-Departure Session
There will be a compulsory pre-departure session on during week of 3rd-7th November. This session will cover things such as what to bring, a detailed schedule for the 6 weeks, insurance and important things to know about arrival, accommodation etc. A venue will be confirmed closer to the time.

Travel Insurance
You will be covered by UWA’s Corporate Travel Insurance policy for the duration of the formal program period as well as your direct travel to and from the destination. Any additional travel you undertake outside of the official program dates will not be covered, so we recommend you take out additional insurance for these periods. Additional insurance can be purchased at a discounted rate from AIG – see http://aigtravel.com.au/uwa
It is vital you have read and understand the policy details, including what you are and are not covered for, and the excess applicable to claims. All of this and more can be found at http://www.staff.uwa.edu.au/governance/risk/insurance/student
Particularly, it is important to note that electrical and electronic equipment claims attract an excess of $1000 – meaning you’re not covered for the first $1000 of the value of any item that is lost or damaged. For this reason, if you want your personal items covered, it’s a good idea to look at other insurance.

Scholarships/Financial Assistance
If you applied for a study abroad scholarship, you should know the outcome of your scholarship application by the end of the semester. OS-HELP loan applications close on 30th September. Be sure to review all of the eligibility criteria at http://www.studentfinance.uwa.edu.au/loans/overseas-study/overseas-study. If you don’t currently meet the eligibility criteria but think you will once the 2014 changes come in to effect, then keep an eye on the website for information about a late application round towards the end of the year – this applies to postgrad students mainly. I’ll also try and keep you posted on this when I receive updates from the Student Finance section.

Please contact us if you have any questions!

Nigel Westbrook and Carolyn Wood
Faculty of Architecture, Landscape and Visual Arts