

Bard NYC OSUN Student Mobility Fact Sheet

OSUN Host Institution	Bard College: Bard NYC
Address	Bard NYC Classes & Dorms: 292 N 8 th Street, Brooklyn NY 11211 BGIA Track Classroom: 108 West 39 th Street, Suite 1000A New York, NY 10018
Website	https://bardnyc.bard.edu (BGIA: https://bgia.bard.edu)

Bard NYC- Bard Globalization and International Affairs

Bard NYC	Erica Kane (BGIA)
Address	108 West 39 th Street, Suite 1000A, 10 th Floor New York, NY. 10018
Phone	BGIA: 1-646-839-9262
Email	ekane@bard.edu
Website	BGIA: https://bgia.bard.edu

Bard NYC - (All other learning tracks)

Bard NYC	Lucilla Pan
Address	292 N 8 th Street, Brooklyn NY 11211
Email	lpn@bard.edu
Website	https://bardnyc.bard.edu

OSUN Student Mobility Support

OSUN Student Mobility Manager	Carmen Nicole Smith
Email	csmith@bard.edu
OSUN Graduate Mobility Program Officer	Ruth Verweijen
Email	VerweijenR@ceu.edu
OSUN Student Mobility Application	https://osun.terradotta.com/index.cfm?FuseAction=Abroad.Home

Program Information

Application Procedure	Students who are nominated for OSUN mobility will be submitted for acceptance to Bard NYC. A program track will be determined for students based on application responses, academic interests, and internship requests.
Acceptance to Bard NYC	Upon acceptance to OSUN Mobility, Bard will issue an acceptance letter from Bard NYC.
Orientation Meeting	Accepted student committed to attending Bard NYC must participate in a Zoom orientation and internship program overview meeting.
Course Enrollment	Students should complete the OSUN Student Mobility Learning Agreement and have approval from their home institution for their planned courses at Bard NYC.
Course Registration	Students will pre-register for courses near the start of the semester with the assistance of Bard NYC staff. Final registration and any class changes may be made through the 2 nd week of the program.
Course Eligibility	Students can choose from the courses based on their track. Students will take 3-4 of the courses that are offered in a given semester. Students in each track have priority for the elective classes in that track and may take 1-2 electives from other tracks, if space is available. All BardNYC students take a Core Seminar course and participate in an internship.
Semester Dates	Fall Semester: August – December Spring Semester: January – May
Undergraduate Course Load	Students should follow the minimum requirement for a J-1 program of 12 credits and full-time status according to their home university and should not exceed 16 credits per semester.

Historic Course Catalog	https://bardnyc.bard.edu/courses/ BGIA: https://bgia.bard.edu/academics/courses/
Registration Instructions	Undergraduate students will be enrolled in courses near the start of the semester. A registration form will be sent out directly by Bard NYC staff to all students a few weeks prior to arrival in NYC. Registration into any particular course is not guaranteed unless students have been in contact with Bard NYC staff in advance of arrival in NYC.
Method of Instruction	All classes are based on lectures and in-class discussions, reading, class participation, and self-study. Students are expected to attend all lectures, to complete all course-related assignments and readings, and to sit exams and/or submit a final paper in order to receive a course grade.
Credits	Bard uses U.S. academic credits. All classes are 4 semester hours of academic credit. The average semester course load is 12 or 16 credits.

Internship Information

Internship	All students are required to apply for, participate in, and complete an internship as part of the Bard NYC program.		
Internship Requirements	Students are expected to work 20 hours per week at their internship, in addition to academic classes. Internships run for as close as possible to the same length of the semester (September- December in fall; February-May in Spring) Any international student with a visa is not allowed to work more than 20 hours per week. Most internships are unpaid. BGIA cannot and will not guarantee a paid internship for any student. If a paid internship is offered the student will be required to apply for a US Social Security Number. Students who receive payment will be required to file US income taxes before April 15 in the following year.		
Internship Process	OSUN Exchange Students are required to work with Bard NYC staff before arrival in NYC to prepare for their internship. After acceptance to Bard NYC students will create a US-style resume, write cover letters, and submit internship applications. Students should expect to submit 2-4 applications per week, with staff assistance, in the weeks from admission until arrival. Students are expected to respond to emails and updates to their resumes, cover letters, and internship applications within one day during this period. Most students should expect to finalize their internship location before arriving in NYC		
Internship Contact	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Bard NYC / Non BGIA Tracks Lucilla Pan Associate Director, Bard NYC lpan@bard.edu</td> <td style="width: 50%; border: none;">Bard NYC / BGIA Track: Erica Kane, Deputy Director, BGIA EKane@bard.edu</td> </tr> </table>	Bard NYC / Non BGIA Tracks Lucilla Pan Associate Director, Bard NYC lpan@bard.edu	Bard NYC / BGIA Track: Erica Kane, Deputy Director, BGIA EKane@bard.edu
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Internship Info Session	An overview of the internship process will be provided in the preliminary Orientation Session Individual internship meetings will follow in the week after the Orientation Session		

Accommodations

Housing	OSUN Exchange students are required to live in Bard NYC housing arranged by the program.
Student Orientation	OSUN Mobility Exchange are required to attend Bard NYC orientation sessions.
Airport Transport	Students may be provided with arranged transportation from JFK to the Bard NYC dorm. Students may be responsible for arranging their own transportation from the airport to Bard NYC housing if they choose a flight outside of the arranged departure times. Public transportation is easily accessible in the city.
Public Transportation Ticket	A NYC monthly transportation ticket costs \$132. The program for BGIA is about four months.
Cost of Food	Food costs around \$400 / month.
Health Insurance	Students participating in an OSUN exchange will be enrolled in ISO International Student Health Insurance.
Disability Accommodation	Students register their disability accommodation with Bard College as applicable prior to arrival.

VISA Information

VISA	The process for a US Visa is facilitated by the Office of International Student and Scholar Services (OISSS). For additional information, go to: https://www.bard.edu/oisss/students/new-students/ . Scroll down to the Overview of Visa Process section for additional information.
Contact for Visa	Office of International Student and Scholar Services: OISSS@bard.edu
Visa Info Session	OSUN Exchange Students are required to attend a VISA info session prior to arrival.

Additional Information

About New York City	https://www.nycgo.com
About New York State	https://www.iloveny.com