

passport size
photo

Application Form Summer Programs 2012 (ES_17.11.2011)

Applicant's contact details (fill out in block capital letters and please note that all the fields are mandatory. Incomplete applications will not be taken into account.)

Student information

Family name

First name Gender Male Female

Birth date (DD/MM/YYYY) Place of birth (city)

Place of birth (country) Citizenship

Permanent address (street name, zip code, town, country)

Home phone number (including country and area code)

Mobile phone number (including country and area code)

Fax number (if applicable)

E-mail

Background information, education

School / Academy / University

Course Name/Major Current Year

Background information, work experience

Company

Position Years of Experience

How did you find out about NABA Summer Programs?

Friends

School pls. specify _____

Exhibition pls. specify _____

Educational Counsellor pls. specify _____

Internet search engine

www.design-summer-courses.com

www.naba.it

Web-site pls. specify _____

Other source pls. specify _____

Authorization for personal data

Information according to article 13, D.Lgs 196/2003: This is an Italian law containing provision of safeguarding individuals and other subjects with regards to the treatment of personal data, stating that any personal information you submit will be treated in accordance with the principle of just use, legality and with full respect for your privacy and other rights. Personal data provided by the participants will be treated and kept by NABA. Data may be communicated to companies controlled or connected to NABA for info-promotional aims, with research and statistics objectives and with the aim of allowing a better service. You have the right to rectify, integrate or request the deletion of provided data - art. 7 and following, D. lgs. 196/2003 - simply requesting it to NABA Nuova Accademia di Belle Arti, or directly to the person Responsible for personal data, Mr Giovanni Martino, c/o ISN Srl, Via private Maria Teresa 8, 20123 Milan, Italy, email: privacy@naba.it. Providing personal data is facultative, but without the necessary data we won't be able to provide the required services. After reading and understanding the present information notice, I explicitly AGREE on the above, and I declare that the given data are true and corresponding to my identity.

Signature Date

Please select the course/s you would like to apply for. You can choose one course per session as courses taking place in the same session will run according to the same schedule (e.g. you could combine Introduction to Fashion Management with Fashion Management Workshop and then with Fashion Retail Management). Before making your choice, please make sure you meet the admission requirements of the course/s you intend to apply for.

Course Name	Start Date	End Date
<input type="checkbox"/> D1 / Introduction to Design. Interior & Product Design	25-06-2012	06-07-2012
<input type="checkbox"/> F1 / Introduction to Fashion Design. Fashion Design & Fashion Styling	25-06-2012	06-07-2012
<input type="checkbox"/> F2 / Introduction to Fashion Management	25-06-2012	06-07-2012
<input type="checkbox"/> G1 / Introduction to Graphic Design	25-06-2012	06-07-2012
<input type="checkbox"/> M1 / Introduction to Videogames Design: the Age of Videogames	25-06-2012	06-07-2012
<input type="checkbox"/> V1 / Introduction to Drawing. The Practice of Drawing: Drawing Italian Art and the City of Milan	25-06-2012	06-07-2012
<input type="checkbox"/> T1 / Introduction to Music and Theatre: Opera in Milano	25-06-2012	06-07-2012
<input type="checkbox"/> D2 / Cultural Tours of the Best in Design in Milano	10-07-2012	20-07-2012
<input type="checkbox"/> D3 / Product Design Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> D4 / Interior Design Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> D5 / Interaction Design Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> F1B / Introduction to Fashion Design	10-07-2012	20-07-2012
<input type="checkbox"/> F3 / Fashion Communication Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> F4 / Fashion Design Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> F5 / Fashion Management Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> F6 / Fashion Styling Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> G2 / Visual Design Workshop: Editorial Graphic Design and Illustration	10-07-2012	20-07-2012
<input type="checkbox"/> M2 / Sound Design Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> M3 / Videogame Design Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> V2 / The Artist and the Model: School of Nude Painting	10-07-2012	20-07-2012
<input type="checkbox"/> V3 / Discovering the Best of Contemporary Art in Italy	10-07-2012	20-07-2012
<input type="checkbox"/> T2 / Theatre Costume Workshop	10-07-2012	20-07-2012
<input type="checkbox"/> D6 / Product Design Advanced	24-07-2012	03-08-2012
<input type="checkbox"/> D7 / Interior Design Advanced	24-07-2012	03-08-2012
<input type="checkbox"/> F4B / Fashion Design Workshop 2	24-07-2012	03-08-2012
<input type="checkbox"/> F7 / Fashion Accessories Design	24-07-2012	03-08-2012
<input type="checkbox"/> F8 / Fashion Textile Design	24-07-2012	03-08-2012
<input type="checkbox"/> F9 / Fashion Retail Management	24-07-2012	03-08-2012
<input type="checkbox"/> G3 / My Personal Corporate	24-07-2012	03-08-2012
<input type="checkbox"/> G4 / The WordPress Prevalence, your next free CMS Environment	24-07-2012	03-08-2012
<input type="checkbox"/> V4 / How to make an Art Exhibition	24-07-2012	03-08-2012

I have received this application form from

I have read all the information above and I agree to "NABA Summer School 2012 - Booking Terms and Conditions" indicated in this application form from page 3 to page 5. By submitting this form I hereby accept the booking terms and conditions as well as the Summer Session Regulations and understand that they shall take effect on receipt of the booking form by NABA. I hereby declare that I am responsible for choosing a course that is suitable to my educational background/training/work experience.

hereby authorise NABA to use any pictures or videos that will be taken by NABA authorised staff during the summer programs for educational purposes and to promote NABA Summer Programs on dedicated web-sites and academic advertising material.

Signature

Date

Please attach/enclose to the application form: your CV and a letter of motivation (max. 1 A4 page).
The booking will be confirmed by the Summer Programs Office per e-mail.

NABA Summer Programs 2012

Booking Terms and Conditions

SUMMER SESSIONS

First Session: from June 25th to July 6th 2012
 Second Session: from July 10th to July 20th 2012
 Third Session: from July 24th to August 3rd 2012

APPLICATION DEADLINES

Applications to NABA Summer Programs 2012 can be forwarded to the Summer Programs Office until June 1st 2012 for the first session; June 8th 2012 for the second session and June 15th 2012 for the third session.
 Please note that the Summer Programs have a limited number of places that will be therefore assigned on a first come - first accepted basis.

PAYMENT TERMS AND CONDITIONS

Tuition fees

The fees include: class work, lectures and guided visits included in the program. The fees do not include: travel expenses, accommodation, local transportation and meals.

We strongly suggest that students should bring their personal equipment as indicated prior to the course beginning.

1480 €* tuition fee for a 2-week session (45 hours of lesson over 9 days)
 2350 €* tuition fee for a 4-week session (90 hours of lesson over 18 days)
 3500 €* tuition fee for a 6-week session (135 hours of lesson over 27 days)

*Please note that the visual arts course "Discovering the Best of Contemporary Art in Italy. An Artistic Journey through Lombardy, Tuscany and Piedmont", also when combined with other courses, foresees an additional contribution of 350 € for a trip to Tuscany included in the program.

Total fees are due by the day of enrolment and under no circumstances students who have not finalized the payment will be admitted into class.

METHODS OF PAYMENT

Bank Transfer Payment

Please specify the cause of the payment by writing the participant's name on the bank transfer statement (ex. "John Smith - Summer Programs 2012 - Introduction to Design + Interior Design Studio + Interior Design Advanced). A copy of the bank transfer receipt has to be sent to the Summer Programs Office along with the application form to the following fax number: +39 02 97372280 or as a scanned document via e-mail (summer@naba.it). If you pay by bank transfer, you will only be registered once your application form and a receipt from your bank confirming the transfer has been received by the Summer Programs Office.

Bank details

Nuova Accademia S.r.l.
 Via C. Darwin 20 - 20143 Milano - Italy
 Banca Popolare di Novara
 Agenzia 10 Mi
 ABI: 05608 - CAB: 01610 - CIN: G
 CURRENT ACCOUNT# 20020
 SWIFTCODE: NVRBIT21131
 IBAN CODE: IT68 G05608 01610 000000020020

Please note that all bank charges are your responsibility along with any charges related to the transfer of these funds (conditions "OUR" on payment order).

In case any bank expenses are charged to Nuova Accademia s.r.l., you will be asked to pay the missing amount cash upon arrival directly to the Administration Office. Payment settlement is a condition to admission into class.

Credit Card Payment

Go to www.design-summer-courses.com/wp/registration/how-to-apply/. You will then have to fill out an online booking form on a secure server and follow the online payment procedure through which you will be guided step by step.

Once you have completed your booking you will be able to print your application. Please make sure you sign it and send it to us per fax (+39 02 97 37 22 80) or e-mail (summer@naba.it) to finalise your enrolment. You will receive an e-mail confirming your enrolment only when you have sent all the enrolment documents.

Bookings cannot be confirmed until full payment has been received. Before making your travel arrangements please make sure that your booking has been processed and that the course is running.

ACCOMMODATION

NABA provides a list of accommodation options in Milan (Residence Halls, Hotels, B&B) that students can contact autonomously to book their own accommodation.

Alternative accommodation in private flats located close to the two schools is also available upon request. Costs vary according to the apartment; most of the accommodation provided is in double rooms.

For more detailed information on accommodation please contact us at infousing@naba.it

Please note that NABA only act as an information provider and cannot take any responsibility for any issues related to the accommodation booking procedure or accommodation complaints.

VISA

Please check with the closest Italian Embassy/Consulate if you need to request a visa to enter Italy . If you need one, we will provide an admission certificate (upon complete payment of the tuition fee) in order for you to obtain a visa from your local Italian Consulate/Embassy. Please note that the visa application and issuing process may take over a month, so consider applying for a visa well in advance. Please note that applying for a visa in time is your responsibility.

ADMISSION REQUIREMENTS

- All classes are held in English, so you will be required to be fluent in English.
- We can accept bookings from students from 18 years of age. In case of applicants who are 17 but show a strong motivation to NABA Introduction Level Courses, NABA will take their applications into account, on condition that a written declaration of responsibility is sent by their parents or legal guardians.
- Please carefully read the admission requirements in the course descriptions before applying to a course. NABA will not take any responsibility for the students' choice of a course level that is not suitable to their background and skills.
- To complete the application process, you shall send your CV and a letter of motivation in order to provide the course professors with as much background information as possible about your background and expectations.

CANCELLATIONS AND REFUNDS

Cancellations by you

All cancellations must be made in writing according to the following deadlines:

- Before April 30th: full refund of the tuition fee minus 150 € administrative fee;
- Before May 31st: refund of 70 % of the tuition fee minus 150 € administrative fee;
- Before June 11th: refund of 50 % of the tuition fee minus 150 € administrative fee.

In case of withdrawal from the course, an official withdrawal communication written by the enrolled student shall be sent to the Summer Programs Office at summer@naba.it

In case a student is denied his/her visa, a reimbursement of the full tuition fee (minus 150 € administrative fee) will only be possible if the student sends a proof of the visa rejection (official letter/mail sent by the Embassy/Consulate denying the visa). Proof of visa rejection shall be sent to summer@naba.it

Cancellations by NABA

Please note that courses have a minimum attendance level and might be cancelled if too few bookings are received.

If we cancel a course, we shall attempt to give you at least 2 weeks' notice and you will have the option of transferring to another course, if available, or of having a full refund of the tuition fee.

We will not be liable for any losses (included, but not limited to: travel and accommodation costs) arising as a consequence of any modification or cancellation of courses, time-tabling constraints as set out above beyond the cost of the course.

FORCE MAJEURE

We shall not be liable for any failure or delay in the performance, in whole or part, of any of our obligations arising from or attributable to acts, events, omissions or accidents beyond our reasonable control including, but not limited to strikes, lock-outs or other industrial disputes (involving our workforce or the workforce of any other party), act of god, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, fire, flood, storm, pandemics, epidemics or other outbreaks of disease or infection, failure in the public supply of electricity, heating, lighting, air conditioning or telecommunications equipment.

INFORMATION MATERIAL

Our websites and brochures describe the summer courses run by NABA. Every care has been taken to ensure accuracy, however changes might have been introduced after publication, as it is the policy of NABA to constantly monitor its course offerings as well as the performance and content of individual courses. Whilst every attempt will be made to provide the courses and the service described, NABA reserves the right to make changes as appropriate for reasons of operational efficiency or due to circumstantial.

APPLICABLE LAW

The only law applicable for any dispute regarding NABA Summer Programs 2012 is the Italian Law and the place of jurisdiction is the Court of Milan.

NABA SUMMER SCHOOL ACADEMIC REGULATIONS - ACADEMIC YEAR 2011/2012

Courses

Art.01 Each course has a final date, fixed at time of registration

Art.02 Within such date students have to complete their attendance

Art.03 Course attendance cannot be suspended for any reason.

Art.04 Course attendance is compulsory.

Art.05 Non-attendance of a class or classes due to illness or for personal or professional reasons does not provide the right to refunds, extra tuition or a transfer. However, in such an event NABA will take into account all the circumstances and take such action that NABA considers to be fair and reasonable.

Art.06 Course attendance is taken each day within 10 minutes after class starts. Students arriving after class attendance is taken will be accepted into the class therefore will be able to attend it (given that they do not arrive after 20 minutes from class beginning and the admittance will be subject to the instructor's decision), however they will be considered absent for that portion of the day. (If they arrive late in the morning then they will be considered absent for the morning portion and vice-versa they will be considered late for the afternoon portion if they arrive late after lunch).

Art.07 On the last day of classes, instructors will issue a Certificate of successful attendance only to all students who completed at least 80% of the course.

Art.08 Changing program: students have to conclude the program for which they registered however changing program can be permitted only within the second day from the beginning of the course. In order to change program students will have to request it by sending an e-mail to summer@naba.it

Art.09 Students will need to write the reason why they want to change the course as well as the course they would like to move to. Subsequently the Summer Programs Office will make an appointment for the student to meet the Course Leader of the program in order to discuss and verify the possibility of changing the course. Changing course is subject to class size availability as well as to academic/didactic evaluations.

Art.10 Class postponement/re-scheduling by NABA: if a class is postponed for reasons for which we are responsible, including staff illness, we will make every reasonable effort to reschedule the class.

Art.11 NABA reserves the right to:

- amend or cancel courses, change course location or substitute lecturers and tutors.
- make any changes that in our absolute discretion we consider necessary or appropriate for reasons of operational efficiency or due to any other circumstances that are beyond our control. If we cancel a course then we shall endeavour to give as much notice as possible.

In case a professor that had previously been appointed by NABA resigns from one week before the beginning of the course up to the first lesson day for serious health reasons or for reasons beyond our control, NABA will offer to all the enrolled students the possibility to transfer to another summer course among those offered in the same period or to be reimbursed the entire course tuition. NABA will not be liable for any other consequential loss that might be incurred by the students that do not accept to transfer to another course.

Art.12 Students' Complaints: students that would like to express any complaints related the course didactics or organization need to address them to the Course Leader (an appointment shall be made during the Course Leader's Office Hours). In case students feel their complaints have not been addressed properly they shall send an official letter of complaint addressed to NABA Summer Programs Office within 2 weeks starting from the last day of the course they attended. Letters sent after that deadline will not be taken into consideration.

Supplies

Art.13 Some items for project development might be provided by NABA (as specified by each professor in the course description). Any other supply (ex. drawing material, digital camera, laptop...as described per each course) will have to be owned and brought/purchased by the students.

Art.14 Students shall not leave any personal belongings unattended on NABA campus. NABA cannot be held responsible for any thefts or damage that might be caused to students' personal belongings.