



NABA
NUOVA ACCADEMIA DI BELLE ARTI

**STUDENTS TRANSFERRING FROM
ISTANBUL BILGI
UNIVERSITY (TURKEY)**

APPLICATION FORM AND ADMISSION PROCEDURE

A.Y. 2018/19

**3rd YEAR
BACHELOR OF ARTS
DEGREE PROGRAMS**



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APPLICATION FORM
ISTANBUL BILGI UNIVERSITY (TURKEY)
3RD YEAR BACHELOR OF ARTS DEGREE PROGRAMS
ACADEMIC YEAR 2018-2019

Student Details (to be filled out in capital letters)

Family name:		passport size photo
First name:		
Birth date:	Gender: Female <input type="checkbox"/> Male <input type="checkbox"/>	
Place of birth (city):		(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):		
E-mail:		
Name of the University where you are currently enrolled:		
Name of the course that you are currently attending:		
Year/Semester that you are currently attending:		
Education system to which the University belongs to (please specify the country where the university is located and the system it belongs to, ie: USA, China, Norway ...):		
Type of Higher/Senior Secondary School Diploma:		
Total nr of years of study from primary school to the completion of the Higher/Senior Secondary School Diploma:		



I would like to apply to the 3rd year of the BA Program in:

<input type="checkbox"/> Design in English language – specialization in Product Design (for students proceeding from BILGI BS in Industrial Design)
<input type="checkbox"/> Design in English language – specialization in Interior Design (for students proceeding from BILGI BS in Interior Design)
<input type="checkbox"/> Fashion Design in English language (for students proceeding from BILGI BA in Fashion Design)

I am sending the following documents:

- The present application form
- Privacy information sheet here attached
- Copy of passport
- 2 passport-sized photos
- Bilgi English language waiver (see specific section in this form)
- Copy of the secondary school diploma in English language
- University transcripts of the completed 1st and 2nd year at BILGI (including all passed exams, the awarded credit points, subject area, final marks and date of passed exams) in English language.

*If, all the exams defined by the articulation agreement are not completed by the application time, the final deadline to submit the **transcripts with all the exams is: September 14, 2018.***

- Declaration of Conformity issued by your home university certifying that all the exams defined in the agreement have been successfully passed.

Upon confirmation of admission, I will send as soon as possible and, anyway, not later than the course beginning (24 September 2018):

- certificate/copy of the secondary school diploma, legalized by the Italian diplomatic authority in the country where the title was issued (as soon as provided by the Embassy or Consulate)
- Declaration of Value of the secondary school diploma issued by the Italian diplomatic authority in the country where the title was issued (as soon as provided by the Embassy or Consulate)

Please notice that final recognition of credits will be possible only after the submission of the Declaration of Value for your secondary school diploma and after the NABA Board of Examiners designed by the Chief Academic Officer has checked it out and confirmed its validity to apply to Italian Universities and Academies as per the Italian Ministry of Education policy.

I hereby declare that I have fully read, understood and accepted the general conditions specified at pages 9, 10 and 11 of this document.

Date _____

Signature _____

Please e-mail your documents to admissions@naba.it
or post them to: NABA Nuova Accademia di Belle Arti
c.a. International Admissions Office
Via C. Darwin, 20 - 20143 Milan – Italy



PRIVACY INFORMATION SHEET

INFORMATION IN ACCORDANCE WITH THE ITALIAN PERSONAL DATA PROTECTION ACT ART. 13 LEGISLATIVE DECREE 196/2003
"Personal data protection policy"

Under the Legislative Decree 196/2003, we hereby inform you that the owner of the personal data processing is Nuova Accademia srl. The processing of personal data will be based on the principles of correctness, lawfulness and transparency. The personal data provided will also be registered and stored on paper and computer support by NABA. NABA adopts appropriate security, logical and physical procedures to ensure adequate data protection. Furthermore, the data may be treated only by authorized persons. The data may be the object of communication to subjects who provide services on behalf of Nuova Accademia Srl by means and procedures strictly necessary to fulfil the obligations related to the Academy's activity and in particular to:

- Fulfil the contractual and legal obligations towards the person concerned.
- Carry out services supporting didactic activities including: personal data consultation, study plan, enrollment, management of the exams and didactic activities.
- Carry out online services, including the operations related to the management of the student's electronic booklet, the use of the personal area and of "MyNABA"/"MyDA" app, the delivery of the access credentials for the mailbox and the use of computers and of the Academy wi-fi.
- Carry out the necessary formalities to undertake and to continue a relationship with the Academy.
- Handle the collection and payments arising from the contracts.
- Allow third parties to carry out technical and organizational tasks.

The personal data will be stored for the necessary time to complete the academic career. You have the right to know the origin and the use of your personal data in our possession. You also have the right to update, integrate, or cancel your data or you can have your data blocked or deny their processing and you have the right to file a complaint to one of the Data Controller Authorities. In this respect, you may contact the person in charge of processing your personal data: NABA - Via Darwin, 20 - 20143 Milan; email - privacy@naba.it

I the undersigned:

Surname: _____ Name: _____
Place of Birth : _____ Date of Birth: _____
Permanent Address: _____ ZIP Code: _____
Town: _____ Country: _____

Providing your personal data is optional. However, without your personal data and without your permission, we cannot accept your matriculation to NABA and therefore we cannot provide the services and activities you have requested.

YES, I AGREE

NO, I DON'T AGREE

We also ask you to express your agreement or non-agreement to allow your parents or your tutor to obtain data or general information and/or specific to your training path and/or academic life.

We inform you that this agreement is optional and will not prevent NABA to supply the required services.

YES, I AGREE

NO, I DON'T AGREE

Your personal data concerning your academic career or personal records might be transmitted to NABA partner companies only to offer you the Housing Service which consists of:

1. Information about available options and services
2. Instructions on how to book and to choose different options
3. Instructions on how to access the website

We inform you that this agreement is optional and will not prevent NABA to supply the required services.

YES, I AGREE

NO, I DON'T AGREE

Furthermore, the data may be disclosed to controlling companies, controlled companies and affiliates in order to provide you information regarding activities promoted by the Academy. The collected personal data will NOT be spread.

We inform you that this agreement is optional and will not prevent NABA to supply the required services.

YES, I AGREE

NO, I DON'T AGREE

NOTE: "Personal data" means "any information concerning an individual, legal person, entity or association, identified or identifiable, even indirectly by referring to any other information, including a personal identification number". "Processing" means "any operation or set of operations carried out with or without the support of electronic or computer-based means, regarding data collection, registration, organization, preservation, elaboration, modification, selection, extraction, comparison, use, interconnection,

TREATMENT OF PERSONAL DATA: DECLARATION AGREEMENT ACCORDING TO LEGISLATION N. 196/2003 RELEASING DECLARATION FOR FREE SERVICES

According to Legislation n. 196/2003 "Protection of people and other subjects with regards to personal data", and having read the legislation, I authorize Nuova Accademia di Belle Arti di Milano to use copies (made by film, magnetic or photographic support, or any other mean) of my picture or images of any work I produced within NABA, even scaled or adapted, as long as ethics are respected. These could be used, with no time limitations and no charge, for any marketing initiative to promote the activities supplied and/or produced by NABA in any form or mean, in Italy and in any foreign Country where similar legislation to 196/2003 apply.

We inform you that this agreement is optional and will not prevent NABA to supply the required services

YES, I AGREE

NO, I DON'T AGREE

Date _____

Signature _____



ENTRY REQUIREMENTS

Italian Ministry of Education, University and Research - Requirements and Procedures

In order to be eligible for admission to Italian universities/academies and therefore to be admitted into the NABA Bachelor of Arts Degree, the Italian Ministry of Education, University and Research has set some mandatory regulations, that you can find here below. It's important you stick to them in order to receive your NABA BA Degree at the end of your studies.

1. Contact the Italian Embassy/Consulate in the country where your secondary school diploma* was issued in order to ask for the so called “**perfezionamento documenti**”, which consists in:
 - a. Translation into Italian – made by a certified translator – of your original Secondary School Diploma* (or substitute certificate) legalized by the competent authorities in the country where the diploma was issued.
 - b. “Dichiarazione di valore in loco” (Declaration of Value) of your Secondary School Diploma* issued by the Italian diplomatic authority in the country where the title was issued. The “Dichiarazione di valore in loco” is the document attesting that your study title is valid for accessing Italian Universities/Academies.

The legalized and translated documents, as well as the Declaration of Value will be issued directly to you. Please make sure you submit them to NABA International Admissions Office as soon as available (by secured courier or hand-delivered directly to the admissions office upon arrival in Italy).

* The Secondary School Diploma must be obtained at the end of a period of study lasting at least 12 years.

Here below some specific qualifications:

- the International Baccalaureate (IB) diploma is valid for admission to an Italian university;
 - the International Baccalaureate “certificate” is not valid for admission to an Italian university;
 - The U.S. High School diploma must be supplemented by three advanced placement tests that relate to the chosen program.
 - GCE diplomas are valid only if they demonstrate obtaining at least 3 subjects at advanced level (full A levels/A2) related to the requested program.
 - If in your home country admission to university-level studies is subject to special exams, you must give evidence to have passed such selections with the required scores (i.e. Concurso Vestibular in Brazil, Pruebas de Selectividad in Spain, Prova de Aferição /Prova Geral de Acesso ao Ensino Superior in Portugal, Gao Kao examination in China, etc.)
2. Submit the **A-Bis Pre-Enrolment Form** to the Italian Embassy/Consulate in the country where you live (non EU passport holders only)

The deadline to submit the “A bis” pre-enrolment form varies according to the yearly guidelines provided by the Italian Ministry of Education and must be checked directly by the student with the local Italian Embassy/Consulate (the pre-enrolment sessions are usually scheduled between May and June of each year). This is a very simple step which will allow you to book your seat within the quota which is yearly made available to non-EU passport holders.

Please refer to the following link for the Italian Diplomatic Authority in Istanbul:

http://www.consistanbul.esteri.it/Consolato_Istanbul

Make sure you do not miss this deadline or you will be refused your study visa.

The A-Bis form in fact is the only way to be part of the quota of the international students allowed to enter Italy for study reasons.



Application for a Study Visa to Italy - only for NON EU Passport Holders

Once completed the pre-enrolment procedure with NABA, you will receive an official acceptance letter including information on the status of your admission and possible arrival date in Italy to submit to the Italian Embassy/Consulate in your home Country in order to apply for your study visa.

Please notice that it is not possible to apply for your study visa if the A bis pre-enrolment form has not been submitted to the Italian Embassy/Consulate within the due deadline.

It is thus essential to do your pre-enrolment according to the established deadlines fixed by the Italian Embassy/Consulate.

Language Requirements

Students are required to submit evidence of the knowledge of English. The certificate shall be submitted upon application and should not be older than 2 years.

Please find here below the English language certificates accepted by NABA:

IELTS	5.0 Academic
Cambridge English: FIRST (FCE)	C or 154 (from January 2015)
Cambridge English: Preliminary (PET)	Distinction or 160 (from January 2015)
Cambridge English: Business Vantage / BEC V	C or 154 (from January 2015)
Cambridge English: Business Preliminary / BEC P	Distinction or 160 (from January 2015)
TOEFL paper	494 - 510
TOEFL computer	173 - 180
TOEFL internet	59 – 64
Trinity College Certificate	Integrated Skills in English (ISE Level 1 – all 4 skills)
PTE Academic	36 – 42
TEEP	5.0
BULATS	40 - 59 (all 4 skills should be passed: listening, reading, speaking, writing)
European Baccalaureate L1 grade 6, L2 grade 7	L1 grade 6, L2 grade 7
German Abitur Grade 11	Grade 11
Iceland Studentsprof Grade 6	Grade 6
Norwegian Vitnemal Grade 4	Grade 4
TOEIC (provided that student passes all parts)	listening and reading score 600 speaking score 140 writing score 140
<p>The following cases are exempt from the language testing:</p> <ul style="list-style-type: none"> • Mother tongue students • High School Diploma Programs run in English <ul style="list-style-type: none"> - in non-English speaking countries (prior check with the admission office) - in English speaking countries (prior check with the admission office) • IB Diploma and A LEVEL, considered as a proof of full English Education for 2 years (prior check with the admission office) 	

For students transferring from Bilgi:

Bilgi will issue a certificate (waiver) stating that the student reached the requested English language level having attended 2 years minimum of coursework in English.

Important: the official admission to NABA programs is conditional to the actual achievement of the requested level of English language. NABA reserves the right to check it through an internal language test when necessary.



FEES AND PAYMENTS

Fee Structure and Payments - Academic Year 2018/2019

The fee of the BA programs English track - Academic Year 2018-2019, for students transferring from ISTANBUL BILGI UNIVERSITY amounts to € € 9.650,00 + € 520,00 as Graduation Thesis Fee (€ 10.170,00 total)

Payments are scheduled as follows:

DEADLINES FOR PAYMENT	EUROS	PAYMENTS DETAILS	
Within 15 days after receiving positive admission response	€ 1.340,00	€ 1.200,00	Pre-enrolment fee
		€ 140,00	Regional Tax
By 24/09/2018	€ 4.155,00	€ 1.000,00	1 st instalment: Academic Contribution fee
		€ 3.155,00	1 st instalment: Tuition Fee
By 07/01/2019	€ 4.155,00	€ 1.000,00	2 nd instalment: Academic Contribution fee
		€ 3.155,00	2 nd instalment: Tuition Fee
TOTAL FEES	€ 9.650,00		

By 24/09/2018	€ 520,00	Graduation Thesis Fee
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Payment Procedure

Fees can be paid:

1. By FLYWIRE:

Naba has partnered with flywire in order to streamline the process of international payments.

flywire allows you to pay securely from any country and any bank, generally in your home currency.

By making your payment with flywire you can

- Track your payments from start to finish
- Save on bank fees and exchange rates
- Contact their multilingual customer support team with any questions, day or night

To get started, visit www.flywire.com/pay/naba to begin the payment process.

2. By WIRE TRANSFER:

NABA BANK DETAILS FOR PAYMENTS

Account holder: Nuova Accademia s.r.l., Via C. Darwin 20, 20143 Milano, Italy

Bank name and agency: Gruppo Banco BPM - Agenzia 10 MI

International bank details: SWIFTCODE: BAPPIT22 IBAN CODE: IT28 L05034 01610 000000020020

Reason for payment: Please clearly specify name of student/program chosen

3. CASH (only up to Euro 2.999,99) or CREDIT CARD PAYMENTS directly at NABA accounting office

Please notice that all bank, credit card and third party charges have to be covered by the student.

The application fee is not refundable for any reason.

All fees are VAT free according to the law D.P.R. 26/10/1972 nr. 633.



GENERAL CONDITIONS

1. In accordance with the article 54, 1st paragraph of the Consumer Code: for signed contracts, contractual proposals of registration at distance, and for any contract negotiated outside the site of “Nuova Accademia” (NABA), it is recognized to the student the right to withdraw from the contract without the risk of incurring in any extra expenditure and without the payment of any penalty, within fifteen working days from the conclusion of the contract (upon receiving the contract/enrolment form). The student willing to withdraw shall send a written notification containing name and surname, the address of the student, date and place, student’s signature; it will be considered termination date, the date when the written notification will be received. The written notification shall be addressed to: Nuova Accademia Srl – Via C. Darwin 20, 20143 Milano (MI).

2. If a student withdraws from the contract lawfully, he/she has the right to get a refund of all the payments made order to NABA.

3. NABA will activate courses only if a minimum of 10 participants will enroll (minimum nr. of students to activate an undergraduate program). If the number of 10 students will not be achieved, the course will not take place. NABA will promptly communicate to the student if a course will be run or not. NABA will inform students at least 30 days prior the beginning of the course whether it will not be run. In such event, NABA will refund the students in the shortest possible term. NABA is exempted by any extra costs incurred by students (i.e. travel, food, accommodation...) for the enrollment and admission process.

4. NABA reserves the right (up to 30 days before beginning of program) to:

- Cancel a course
- Change a course
- Change location of classes

If a student withdraws up to 1 day before beginning of the program, the student has the right to get a refund of the tuition fee. Refund is not available for enrollment fee.

If NABA is responsible for course cancellation, NABA will refund the student twice what has been paid.

5. Enrolment to a course, together with the payment of the required enrollment fee, creates a binding agreement to follow the course and to pay the full fees. NABA reserves the right (excepting what’s stated on paragraphs 1-2-3) to dismiss or expel a student at any time for non-payment of fees or any other due amount, failure to meet the ongoing attendance requirement, late commencement of study and/or withdrawal from courses commenced under any circumstances (personal reason, health problem, family related problem...). No refunds will be granted to the student (including any prepaid fees or deposits) dismissed under this paragraph; the student must pay the total amount of the tuition and the academic contribution fee, with stipulated terms and deadlines.

However NABA reserves the right to grant a 30% refund (of the academic contribution fee and tuition fee) to the student enrolled in the 1st year, if withdrawal application is received within 60 days from the beginning of the course; therefore,

the student must pay in any case 70% of the tuition fee and academic contribution fee.

6. Deferral of future academic years: in the event the student freezes his/her participation to the course within June 30, and defers to a future academic year, NABA reserves the right to require a payment of Euro 250 as suspension fee for each deferred year. Requests of deferral will be accepted for a maximum of 3 academic years. The tuition fee and the didactic contribution already paid by the student will be valid for the academic year of attendance. Whereas in the event the student decides not to continue his/her studies, the tuition fee and the didactic contribution already paid will not be refunded.

7. NABA reserves the right to use its discretion to determine number of courses and type of courses yearly set up for each program. NABA guarantees to enrolled students the minimum courses required to obtain the diploma as defined by MIUR (Ministry of Education, University and Research) or any other present normative.

8. Subjects may change for academic purposes or for Ministerial reasons related to the AFAM reform system (AFAM is the system of “Alta Formazione Artistica e Musicale”, including all public and private Fine Arts and Music Academies recognized by the Ministry itself).

9. Classes will take place weekly, according to what is foreseen in the yearly academic calendar.

10. NABA programs are taught in Italian or in English. Students are required to submit evidence of their knowledge of the language according to the chosen program at matriculation time. Should the student not be able to submit one of the required certificates, NABA will test the student’s language knowledge (for English using the Laureate English level test) and will assign them their level. If the obtained level is below the required one, students will have to attend a specific remedial course - to be arranged with the Language Center - in order to reach the required level. Students not reaching the required English level – being an entry requirement, will be enrolled in the Diploma program. This fact does not represent just cause of unilateral withdrawal and the refusal of the student to accept the enrollment into the Diploma program will have consequences and effects in accordance with Articles 5 and/or 15.

Furthermore every student enrolled in an undergraduate course taught in Italian, who does not have one of the listed English certificates, has to sit the Laureate English test to assess their level of English. Test results are in line with the levels established by the European Framework of Reference for Languages. The result of the test will either grant them the credits for English or will place them at a level of English for which attendance to one or more courses will be required before graduation.

11. NABA guarantees to students access to educational areas for all the duration of classes as foreseen for the academic year, and for the number of hours necessary to complete the program. Further access to didactic structures



is subject to didactic scheduling needs and logistic availability.

12. NABA 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 or reasonable control including, but not limited, to strikes lockouts 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, regulations or direction, accident breakdown of plant or machinery, fire, flood, storm, pandemics, epidemics or other outbreaks of disease or infection in the public supply of electricity, heating, lighting, air conditioning or telecommunications equipment.

13. Each and every Intellectual Property Rights that will result from the creative and inventive activities related to the projects that will be carried out by individual students or groups of students, within an educational project, under the guidance of NABA 's teachers and / or directors, and any and all materials created, designed and carried out by students during the academic activity (i.e. essays, researches, sketches/drawings, models, presentations) will be exclusive property and ownership of NABA and will be for free and out righted remised to NABA. NABA will hold each and every right for taking advantage of the material and use it for economic purposes. Moreover, NABA will also have the right to use the material for any and all purposes such advertisements, promotion, internal policy, information, didactic research, educational projects etc... (These are not exhaustive examples). Consequently, NABA will hold each and every right to register the Intellectual Property Rights and copyrights in national, European and international registers, without prejudice to the student right to be recognized as author.

14. Enrolment fee and tuition fee do not include photocopies, lecture notes, colour printings, materials to be used for all project workshops, as well as computer rendering of the final thesis, participation to exhibits or contests.

15. Late payments of the tuition fee, or any of its instalments, will imply a fine of €50 up to 30 days delays and €100 for furthers delay. However students are not allowed to enter classes until the time they pay the overdue amount. In case of late payment, the student's attendance will not be registered and this absence will not be justified.

16. In case of delay, NABA reserves the right to require the immediate payment of the outstanding amount, suspending or excluding from the program and from exams the defaulting student as well as to start the necessary legal action for retrieving the total amount including all expenses: interests, fines, legal billings and everything else as per art 15.

17. Students are required to comply with the regulations regarding the norms of behavior which have to be respected inside the Academy (the Code of conduct), the norms of use of the students email account, the Academy computers and the personal badge available in the personal area of the website in the section Didactic > Regulations. Breaches of the norms may lead to the application of disciplinary actions

corresponding with the seriousness and recurrence of the facts, and which may include also the temporary or permanent suspension from the Academy.

18. NABA reserves the right to seek compensation for any damages incurred by the student to the premises and equipment. The student is required to use them correctly and to respect the cleanliness of the premises and areas of common use.

19. It is forbidden to bring dogs and others animals on NABA campus.

20. NABA is not responsible under any condition for any object lost or property left unattended in the Academy structures. Students are expected to maintain areas and spaces cleaned.

21. Tuition Fee is yearly upgraded by annual ISTAT (inflation rate) from the following academic year from enrollment date.

22. First year students residing within the EU for at least 3 years who will not present the family income documentation relating to the allocation of income bracket within the start of the courses, will be assigned automatically to the highest family income bracket. From 2nd and 3rd year, they need to present the whole fiscal documentation required in order to have their family income bracket evaluated and the relevant tuition fee determined accordingly. The deadline to submit the requested documentation is November 30 of each year. The new evaluation will be carried out within December, 31st. Students failing to deliver all documents by the established deadline will be assigned to the maximum income bracket.

23. Enrolment fee and tuition fee do not include the Graduation Thesis Fee of Euro 520,00 to be paid at the beginning of the 3rd year contextually to the registration to the program.

Additionally, a tax of € 90,84 (which may vary according to the Academic Diploma Regulation of the Academic Year of Graduation) for the Italian Agenzia delle Entrate (Internal Revenue Service) will be requested in order to receive the Degree on parchment paper.

24. The enrollment of the student in possession of a foreign secondary school diploma is accepted upon the following conditions:

a) The awarded Diploma allows the access to the Academic course chosen by the student; this requirement is confirmed by the declaration of value of the foreign diploma and the official Italian translation of the original study title.

b) the foreign diploma has been awarded after the minimum number of years of education required by ministerial dispositions for enrolling to academic studies.

A Board of Examiners designed by the Chief Academic Officer will evaluate the validity of the Declaration of Value of the foreign secondary school Diploma. In case the Declaration of Value is not considered suitable by the Board, the student will be enrolled to the Diploma program Course (auditor) of the same course, without obtaining the academic formative credits and the 1st level Academic Bachelor degree (ref. Academy Didactic Regulations art. 21/2). In case the foreign diploma does not meet the requirements of the Italian



Ministry of Education, this fact does not represent just cause of unilateral withdrawal and the refusal of the student to accept the enrollment into the Diploma program will have consequences and effects in accordance with Articles 5 and/or 16.

25. The enrolment to a Degree program is under the conditions that students have all the required papers to enter the country and live in Italy as per the Italian law in force during the Academic year in which the mentioned students want to study at NABA.

NABA is not responsible for the release of the permit to study in Italy and for the VISA, which will have to be obtained by the students themselves and at their expenses from the competent authorities.

Students are aware and agree that should they not be able to attend the chosen course for one of the reasons mentioned above or any other reasons, NABA has the rights to keep any sum paid to the academy in order to cover the up-to-then expenses. NABA has the right to claim for greater damages. If the course hasn't started yet, NABA commits itself to refund the fees already paid by the student (application fee excluded) only if VISA is rejected by the competent Authority and only if the student informs NABA by a written notification together with the rejection declaration issued by the Italian Embassy or Consulate.

26. Any controversy falls within the competence of the Milan legal court.

Date _____

Signature _____

Please refer to art.13 of the Italian legislative decree 196/2003 for the personal data processing, in accordance with the terms of the current legislation. The applicant can contact Nuova Accademia Srl concerning the data processing procedures email - privacy@laureatedesign.it

For everything that is not covered herein, with reference to NABA enrollment regulations, please read "Application Form and Admission Procedure for three-year Bachelor of Arts degree" and "Income Bracket assignment guide".

I hereby declare that I read, in addition to the information about the course chosen by the student, articles 1) and 2) referring to information and instructions about the right of withdrawal, the effects of withdrawal and the procedures to exercise such right.

Following art.1341 e 1342 c.c. I declare to have read and approved articles: 3) Non activation of the course 4) Cancellation and/or changement of the Course and its location 5) Obligation to pay fees, contribution to didactics, tuition fee 6) Deferral of future academic years 7) NABA's right to use its discretion to determine number of courses 12) NABA's exoneration from liability 13) NABA intellectual property rights 14) Costs excluded from the fees, rates and contributions 15) Fine for late payments 16) Persistent delay in the payment of fees-consequences-suspension or exclusion from the program and from the exams 20) NABA's exoneration from liability in case of loss and misplacement of student's personal effects 21) Yearly adjustment of the tuition fee 22) Obligation to submit documentation of family income bracket - consequences in case of no-show 23) Graduation Thesis Fee 25) VISA and stay permit requirements 26) Milan legal court.

Signature _____