ENROLMENT FORM TO THE THREE-YEAR BACHELOR OF ARTS DEGREE (BA) PROGRAMME / DIPLOMA PROGRAMME (AUDITOR)

February 2027 Intake - International Students (PLEASE WRITE CLEARLY AND IN CAPITAL LETTERS)

SECTION I: PERSONAL INFORMATION

THE UNDERSIGNED		
Last name		photo
First name		
Place of birth		
Country of birth		
Date of birth	Gender ☐ F ☐ M	
Fiscal Code		
Citizenship		
Country of residence of the family *(if within EU for at least 3 years)*		

For NON-EU citizens only:

please indicate the Italian Embassy/Consulate of reference for your visa application (including A-bis pre-enrolment procedure for BA programmes).

Italian Embassy/Consulate of reference*:*

City Country

PERMANENT ADDRESS		
Town	Country	
Address	Street nr.	ZIP Code
Telephone	Mobile	
E-mail		

TEMPORARY ADDRESS (only if different from the permanent address)		
Town		
Address	Street nr.	ZIP Code

SECTION II: REGISTRATION

Ask to be admitted to the academic year 2026/2027 to ☐ 1st ☐ 2nd ☐ 3rd year of:

☐ Bachelor of Arts Degree (BA) course (180 credits) ☐ Diploma Programme Course (Non-Academic Course not providing credits)

PROGRAMME	LANGUAGE		INTAKE	CAMPUS	
☐ Comics and Visual Storytelling**	-	☐ English	☐ February 2027	☐ Milan	
☐ Marketing & Management for Creative Business - Empowering AI*NEW!	-	☐ English	☐ February 2027	☐ Milan	
☐ Graphic Design and Visual Communication	☐ Italian	☐ English	☐ February 2027	☐ Milan	
☐ Design	☐ Italian	☐ English	☐ February 2027	☐ Milan	
☐ Fashion Design	☐ Italian	☐ English	☐ February 2027	☐ Milan	☐ Rome***
☐ Fashion Marketing Management	☐ Italian	☐ English	☐ February 2027	☐ Milan	
☐ Creative Technologies	-	☐ English	☐ February 2027	☐ Milan	
☐ Film and Animation	-	☐ English	☐ February 2027	☐ Milan	
☐ Visual Arts	-	☐ English	☐ February 2027	☐ Milan	

*Under approval for A.Y. 2026/27

**NB! The three-year undergraduate programme in Comics and Visual Storytelling corresponds to the official ministerial designation of "First-Level Academic Diploma in Graphic Design and Art Direction

*** The February 2027 edition will be available in English only.

NB! The three-year undergraduate programme in Comics and Visual Storytelling corresponds to the official ministerial designation of "First-Level Academic Diploma in Graphic Design and Art Direction". The three-y undergraduate programme in Graphic Design and Visual Communication corresponds to the official ministerial designation of "First-Level Academic Diploma in Graphic Design and Art Direction".The three-year undergradu programme in Visual Arts corresponds to the official ministerial designation of "First-Level Academic Diploma

SECTION III: SECONDARY SCHOOL

I DECLARE TO HAVE OBTAINED THE FOLLOWING SECONDARY EDUCATION QUALIFICATION

Type of Secondary School

Issued by ☐ Italian Secondary School ☐ Foreign Secondary School

School year ☐ 2025/2026 ☐ 2024/2025 ☐ Other

Grade obtained / Grade in letter /
(if available specify the grade obtained according to the evaluation system used in the country where the diploma was awarded)

Name of Secondary School

☐ Public School ☐ Private Legally accredited

City

Country

SECTION IV: PREVIOUS ACADEMIC CAREER

DECLARE

☐ Not to have applied to another course in this Institute nor in any other Italian or foreign Academy/University or College.

☐ Has applied to another course in another Italian or foreign Academy/University or College.

Please specify the University/Academy and the programme you are currently registered in _____

_____

ALSO DECLARE:

☐ this is the first time I have ever applied to the University System in Italy or abroad

OR

☐ this is NOT the first time I have applied to the University System in Italy or abroad. In fact:

(please tick one of the following options)

OPTION 1 - I have already obtained an Academic Degree/University Diploma

Name of qualification

Date In the Academic Year ☐ 2025/2026 ☐ 2024/2025 ☐ Other

Name of University/ Fine Arts Academy/College

City

Country

Grade obtained / Grade in letter /
(if available specify the grade obtained according to the evaluation system used in the country where the diploma was awarded)

Year of Matriculation

- Please attach copy of the Academic Degree /University Diploma Certificate

OPTION 2

☐ I have applied for transfer from the

☐ I have withdrawn from my studies or have quit a previous academic career at the

University/ Fine Arts Academy/College

Name of Faculty / Course

City

Country

Matriculation date

Year of Withdrawal /Transfer

- Withdrawn: Please attach copy of the Certificate of withdrawal

SECTION V: DOCUMENTS TO ATTACH TO THE PRESENT FORM

☐ For students who have a qualification issued by an **Italian** Senior secondary school, the study title is submitted:

☐ original senior secondary school diploma ☐ official certificate issued by the senior secondary school

☐ self-declaration ☐ copy of the diploma authenticated by NABA

☐ For students who have been awarded a non-Italian secondary school diploma (see notes at the end of section V*), please submit:

☐ **Original authenticated copy of your secondary school diploma,** translated and legalized by the Italian diplomatic authorities.

Important: the foreign diploma must be obtained at the end of a period of study lasting at least 12 years; if the diploma was obtained after either 10 or 11 years of education, it must be integrated with additional 1 or 2 years of college or university; all exams must be passed and admission respectively to the second or third year of your university must be granted. This additional study path shall be translated and legalized by the Italian diplomatic authorities.

☐ For **transfer students**, please also submit:

☐ **University transcripts** including all passed exams, the awarded credit points, the subject area, final mark and date of passed exams, legalized by the Italian diplomatic authority in the country where the university is registered.

☐ **A photocopy of your identity card or passport** (including document number, date, and place of issue)

☐ **A photocopy of your Fiscal Code** (obtained in Italy)

☐ **Information in accordance with the Italian personal data protection policy 'Information pursuant to Art. 13** of EU Regulation 679/16 (GDPR)' - Attachment 1 Inf. 4/01

☐ **1 passport-size photograph** (please attach photo in the space provided at page 1)

☐ Student's declaration of intention to enrol at the same time in two different courses and self-certification of possession of the necessary requirements (Only for students enrolled in two different degree courses at the same time)

☐ Only for ITALIAN track students - **Italian Language Certificate** to be approved. The original certificate must be presented to the Academic Registration Office in NABA).

Italian Language test (name)_____

Test score_____ Test date_____

☐ **English Language Certificates** (please refer to the Application form):

☐ **YES** (Language Certificate to be approved. The original certificate must be presented to the Academic Registration Office in NABA).

English Language test (name)_____

Test score_____ Test date_____

☐ **NO** (need to take the NABA English test)

☐ **Only for non-EU students** - Copy of the receipt issued by the Italian Post Office, following the request for your Permit of stay (Permesso di Soggiorno). A copy of the permit of stay must be handed in as soon as it is received.

☐ **Payment receipt of the pre-enrolment** fee and of the regional tax for the right to education (in case of payment via bank transfer, the payment receipt must be attached to the enrolment form).

☐ **Supporting financial documents** to define the tuition fee according to the income bracket (only for students residing in the EU or EFTA countries) – see "Income Bracket assignment guide"

OR

☐ exempted from the submission of financial documents because I belong to the highest income bracket.

Place and date _____ (Student signature) _____

(*) LEGALIZATION

The undersigned declares to have acknowledged that the matriculation to the BA programme of a student with a foreign Secondary School Diploma is accepted upon the following conditions:

a) the submitted original higher secondary school diploma must be translated into Italian or English – by a certified translator – and legalized by the competent authorities in the country whose educational system the title refers to.

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

The undersigned also acknowledges that an Evaluation Commission designed by the Director of Education will evaluate the validity of the foreign secondary school diploma.

In case NABA needs some closure on student's secondary school diploma, the student must provide the Certificate for the equivalence of the qualification (Statement of Comparability) issued by the Italian Enic-Naric Centre – CIMEA https://cimea-diplome.it

If the Evaluation Commission considers the documentation presented by the student to be inadequate, the student will be enrolled on the Diploma Programme (auditor) course for the course chosen, without obtaining the academic credits and the 1st level Academic Bachelor's Degree (ref. Academy Didactic Regulations art. 24).

Place and date _____ (Student signature) _____

SECTION VI: TAX, CONTRIBUTION AND TUITION FEES

TAX AND TUITION FEES FOR STUDENTS NOT RESIDENT IN THE EU

The fee, consisting of the following items: Pre-Enrolment Fee and Tuition Fee, starting from the second academic year after the signing of the enrolment application, shall be increased at a fixed and pre-determined rate of 2,7% and starting from the third academic year after the signing of the enrolment application at the rate of 3%.

DEADLINES FOR PAYMENTS	EURO	PAYMENTS DETAILS	
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 November 2026	€ 17.250,00		Tuition Fee
Total yearly fees	**€ 22.250,00**		

'Tax and Tuition Fees' signed for acknowledgement

Place and date _____ **(Student signature)** _____

TAX AND TUITION FEES FOR RESIDENT IN THE EU AND EFTA COUNTRIES

If the Student (and his/her family) has been resident in a country belonging to the European Union for at least 3 years and the income is produced within the European Union, the fee can be adjusted to the economic and asset conditions of the student's original and de facto family.
Students who do not fulfil all the requirements or do not stick to the submission deadlines in order to access the reduced fee brackets, will be automatically assigned to the highest income bracket. Please note that the final confirmation of the income bracket assignment will be communicated by the Administration upon evaluation of the fiscal documents provided.
The fee, consisting of the following items: Pre-Enrolment Fee and Tuition Fee, starting from the second academic year after the signing of the enrolment application, shall be increased at a fixed and pre-determined rate of 2,7% and starting from the third academic year after the signing of the enrolment application at the rate of 3%.

DEADLINES FOR PAYMENTS	EURO	PAYMENTS DETAILS	
6th income bracket: pre-tax income over euro 150.000			
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 January 2027	€ 8.425,00		1st Tuition Fee Installment
17 May 2027	€ 8.425,00		2nd Tuition Fee Installment
Total yearly fees	**€ 21.850,00**		
5th income bracket: pre-tax income from euro 130.000 to euro 150.000			
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 January 2027	€ 7.425,00		1st Tuition Fee Installment
17 May 2027	€ 7.425,00		2nd Tuition Fee Installment
Total yearly fees	**€ 19.850,00**		
4th income bracket: pre-tax income from euro 100.000 to euro 130.000			
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 January 2027	€ 5.575,00		1st Tuition Fee Installment
17 May 2027	€ 5.575,00		2nd Tuition Fee Installment
Total yearly fees	**€ 16.150,00**		
3rd income bracket: pre-tax income from euro 70.000 to euro 100.000			
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 January 2027	€ 4.000,00		1st Tuition Fee Installment
17 May 2027	€ 4.000,00		2nd Tuition Fee Installment
Total yearly fees	**€ 13.000,00**		

2nd income bracket: pre-tax income from euro 45.000 to euro 70.000			
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 January 2027	€ 2.875,00		1st Tuition Fee Installment
17 May 2027	€ 2.875,00		2nd Tuition Fee Installment
Total yearly fees	**€ 10.750,00**		
1st income bracket: pre-tax income from euro 0 to euro 45.000			
20 days after the admission letter	€ 5.000,00	€ 4.810,00	Pre-enrolment fee
		€ 190,00	Regional Tax
17 January 2027	€ 1.725,00		1st Tuition Fee Installment
17 May 2027	€ 1.725,00		2nd Tuition Fee Installment
Total yearly fees	**€ 8.450,00**		

Page 5 and 6 'Tax, Contribution and Tuition Fees' signed for acknowledgement

Place and date _____ (Student signature) _____

PAYMENT PROCEDURES

By **Flywire**

NABA has partnered with Flywire 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.

By **Bank Transfer**

NABA BANK DETAILS FOR PAYMENTS:

- Account holder: Nuova Accademia s.r.l., Via C. Darwin 20, 20143 Milano, Italy
- Bank name: Intesa Sanpaolo - Via Marconi ang. Piazza Diaz - Milano
- SWIFT CODE: BCITITMM - IBAN: IT86 A030 6901 6291 0000 0076 088
- Reason for payment: Please clearly specify name of student/programme chosen

Copy of the bank transfer payment shall be sent together with the matriculation form.

SECTIOSECTION VII: GENERAL CONDITIONS

Article 1) For contracts and contractual proposals for online applications, as well as for contracts negotiated outside the headquarters of Nuova Accademia Srl (NABA), in accordance with Article 52, para. 1 of the Consumer Code, the student has the right to withdraw from the contract without incurring taxes of any kind and without the payment of any penalty within the time-limit of fourteen working days from the time the contract is concluded (the time of receipt of the contract/enrolment form).
Withdrawal shall be carried out by registered letter, in which the following are shown: student's first name and last name, student's address, the date and place, student's signature; as proof of delivery and for the purposes of the time-limit expiry, the delivery date of the registered letter shall be considered as valid. The registered letter must be addressed to Nuova Accademia Srl – Via C. Darwin 20, 20143 Milano (MI).

Article 2) If the student withdraws legitimately from the contract as laid down in the previous article, he or she will be refunded all the payments he/she has made in favour of NABA, excluding the Application Fee for the entrance examination, required for enrolment.

Article 3) NABA's commitment towards a student who enrols on a Three-year course, Two-year Master's course or Academic Master's course is subject to the suspensive condition that a minimum number of 10 students enrolled is achieved, this being the minimum number necessary to activate each course. If this number is not achieved, the course in question will not be activated. Notice that the course cannot be activated will be given by NABA to the student at least 30 calendar days in advance of the programmed start of lessons; in this case NABA will refund, as soon as possible, the entire amounts paid. NABA shall not be liable for any costs (for example: travel, overnight stays, etc.) already incurred by the student for enrolment and in any way related to enrolment and attendance at the course, nor for any other damage of a different nature.

Article 4) NABA reserves the right, until the deadline of thirty calendar days before the start of lessons, to do the following:
- cancel the Course, withdrawing from the contract;
- modify the Course;
- change the location of the lessons.

Non-European students must pay the total amount of the tuition no later than 3 months before the start of the chosen Course. If a non-European student benefits from a payment plan, he/she must pay the first instalment of the tuition fee no later than 3 months before the start of the chosen Course.
European students must pay the first instalment of the tuition no later than 30 days before the start of the chosen Course
Non-European students who withdraw prior to 3 months before the start of the Course will be entitled to a full refund of the amount paid, excluding the amount paid as a Pre-enrolment Fee. European students who withdraw prior to 30 days before the start of the Course will be entitled to a full refund of the amount paid, excluding the amount paid as a Pre-enrolment Fee.
Non-European students who withdraw in the 3 months prior to the start of the Course by filling out the appropriate form will not be entitled to any refund of the amounts paid up to that time.
European students who withdraw in the 30 days prior to the start of the Course by filling out the appropriate form will not be entitled to any refund of the amounts paid up to that time.
For the avoidance of doubt, no refund shall be due in the event that the visa refusal is wholly or partially attributable to the Student's acts or omissions, including but not limited to failure to attend consular appointments, failure to submit required documentation, submission of incomplete, inaccurate or misleading information, or any other conduct that may reasonably have contributed to the visa application being rejected.
In such cases, the burden of proof that the visa refusal was not caused by the Student's conduct shall rest entirely with the Student.
In the event that a Student is permitted to commence or attend the course prior to the issuance of a visa (including, by way of example, on the basis of a diplomatic passport, an existing residence permit, or other temporary or alternative authorization), and the visa application is subsequently refused, any refund due shall be calculated on a pro-rata basis, taking into account the portion of the course already attended and the services already provided.
Under no circumstances shall the Student be entitled to a full refund once course attendance has commenced.
Alternatively, the student shall have the opportunity to defer his/her participation to another course or subsequent intake as follow:
After having paid the full tuition fee (pre-enrollment fee + regional tax + tuition fee + Degree fee if applicable) and within not more than one month prior the beginning of the course, the student has the right to change the enrollment intake. The student can ask to change the enrollment intake to the next available intake only (since no multiple intakes in the same academic year are available, the only option would be in the following academic year) if the student didn't defer the enrollment previously. Thus, if the student has changed the enrollment intake already, it won't be allowed to change the enrollment intake a second time. If the student wants to request an intake review, he/she will have to submit a formal request by sending a new application form and payment of a fixed extra fee of €250,00. Upon prior authorization of the Direction Board, the student might be allowed to transfer only to the intake which is directly following the one of the first enrollment application. In this case, the fees already paid will be maintained valid. NABA above refund policy, point 3, is not effective and the student loses the refund right in any deferral case.
Upon the authorization to defer to the following intake, the student is aware and commits to paying the eventual tuition fee payment difference (in case the standard tuition fee of the new intake is higher). Any deduction or scholarship will not be maintained valid for the new intake.
If NABA withdraws, the student shall be entitled to demand from NABA double the Pre-enrolment Fee already paid, excluding the regional tax.

Article 5) Notwithstanding the provisions of Articles 1, 2 and 3 the student who, having requested and obtained enrolment and signed this contract, during the academic year: a) does not regularly attend lessons and/or does not sit exams; b) withdraws from the course, formalizing this decision through the completion of the appropriate form, whatever may be the reason for this behaviour and/or decision (including, but not limited to, reasons of health, reasons of a personal and/or family nature, work reasons and any other reason), may not request the repayment of sums paid and/or suspend payment of sums still owing by way of taxes and tuition fees, remaining obliged to pay the whole sum due by the method and on the expiry dates established, and to pay the whole annual amount of the tuition fees.

Article 6) It is agreed between NABA and the student and his/her guarantors that the payment of the Enrolment Fee for subsequent years shall constitute a necessary and sufficient condition to validate the enrolment itself; this payment shall be considered as the acceptance by conduct of consent on the part of the student and his/her guarantors of the General Conditions of Contract, including those that are the subject of specific approval according to Articles 1341 and 1342 of the Italian Civil Code; consequently all obligations assumed by each of the parties by signing this application shall be confirmed with the enrolment. The fee, consisting of the following items: Pre-Enrolment Fee and Tuition Fee, starting from the second academic year after the signing of the enrolment application, shall be increased at a fixed and pre-determined rate of 2,7% and starting from the third academic year after the signing of the enrolment application at the rate of 3%.

Article 7) If the student should notify in writing a desire to suspend his or her studies for the academic year subsequent to the one in progress

and this notification should be received within and no later than the expiry dates laid down for re-enrolment, a fixed fee of Euro 300.00 must be paid for each academic year of suspension of studies (for a maximum of three academic years). The tuition fees if already paid, shall in this case only be considered and held as valid by NABA for the enrolment year subsequent to the suspension, if the student resumes his/her studies. If the student should decide not to resume studies at the end of the suspension period, the tuition fees and the re-enrolment fee, if already paid, shall be permanently retained by NABA.
Applications to suspend studies for the academic year following that in progress, presented after the expiry dates laid down for re-enrolment, may not be taken into consideration and may not produce any effect with regard to payments made and still to be made.
If the student does not formalize either withdrawal from a course, or suspension of studies, or re-enrolment, within the expiry dates laid down for re-enrolment, he or she shall have the possibility, within a maximum period of 5 years, to resume his or her student career by paying a fixed fee of Euro 2,000.00. The procedure lays down that, upon prior application from the student to resume his/her academic career, NABA will proceed to carry out an academic assessment and a check on any educational debits, following which it will define the student's year of attendance. It is specified that the suspension of studies cannot be retroactive.

Article 8) NABA has the right to establish the number of courses and course-units activated annually for each diploma course. NABA will guarantee to students who have enrolled that course-units necessary for obtaining the diploma for the relative course of study, as defined by the MUR (Ministry of Education, Universities and Research) or other regulations in force, will be activated.

Article 9) Course-units may vary according to academic choices or ministerial directives linked to the implementation of the reform of Institutions of Higher Artistic and Musical Education (AFAM/MUR).
The lesson group allocated in the first year may undergo variations in subsequent years due to motivations linked to the teaching programme and the choices made by the student when completing the study plan in relation to choice of specialisation and optional courses to be selected.

Article 10) Lessons will be held weekly according to the provisions of the academic timetable defined annually.

Article 11) All students, on enrolment, must possess the prerequisite for knowledge of the language in which the course is held (Italian or English). In any case, with regard to those students who submit a certificate of linguistic competence (among those recognised by NABA), NABA reserves the right to ask at any time for additional documentation or to carry out checks relating to the certificate presented. If the student is unable to present one of the required certificates, NABA will test the student's knowledge of the language and will consequently assign a level to him or her.
Referring to the Two-year and Three-year Master's courses, if the level achieved is lower than that required (for Master's courses, this must not in any case be lower than complete B1.2), the student must attend a necessary remedial course – organized by NABA – in order to reach the required level (CEFR complete B1.2) and only when this level is reached may he or she enrol and take the examinations.
For further details see Director's Decree No. 42/2024 of 23/10/2024 and subsequent modifications (published in the MyNABA students' reserved area on the NABA website. Username and login password will be supplied following enrolment).
Students who do not achieve the language level required – as this is a pre-requisite for entry – will be enrolled on the Diploma Programme (auditor) course. This situation does not represent a valid reason for unilateral withdrawal and the student's refusal to accept the enrolment on the Diploma Programme (auditor) course will have consequences and effects in accordance with Articles 5, 16 and 17.
The student who does not present a valid language certificate (according to the linguistic requirements shown on the admission application) will be obliged to take the language test programmed by NABA. The student who has not presented a valid language certificate attesting to a suitable level and has not taken the test programmed by NABA will not be able to take part in the educational activities and will be removed from the lesson registers.
In addition, all students enrolled on Three-year courses are also obliged to take the NABA English language test to verify their level of language competence. The test results are expressed according to the thresholds defined by the Common European Framework of Reference for languages. If passed, this test entitles the student to acquire course credits; if not, it entails the attribution of a debit, which must be rectified in order to achieve the qualification (level complete B1.2).

Article 12) NABA guarantees to the student access to the buildings for the duration of lessons laid down for the academic year and for the number of hours necessary for achieving the academic qualification. Further access to the buildings is dependent on the requirements of the teaching programme and on logistic availabilities.

Article 13) NABA is not liable for any failure or delay in delivering its services wholly or in part deriving from or attributable to non-compliance with any obligation, caused by or attributable to acts and non-compliance of obligations by third parties, events, omissions and/or accidents beyond possible and reasonable control, such as, by way of example but not limited to, strikes or other disputes involving its own personnel or personnel of other, third parties, natural disasters, wars, revolts, civil unrest, voluntary damage, in accordance with any law or government provisions, regulations or directives, accidental failure of equipment or machinery, fire, flood, storms, pandemics, epidemics or other spread of illnesses and/or infections, or in the lack of public supply of energy and services, telecommunications and/or information technology.

Article 14) Lessons, both in person and online (synchronous and asynchronous), teaching materials and any related content (i.e., but not limited to, handouts, slides and manuals, software, trademarks, logos, signs, names, trade names, designs, models, inventions, etc.) created and prepared for the courses by NABA (by its employees and collaborators and/or licensees) ("Materials") are subject to copyright and related rights, and to industrial property rights, according to current applicable laws and regulations. Any and all Intellectual Property Rights on the Materials provided and/or made available to Students are owned and/or at full disposal of NABA and/or its licensors.
For the whole course period, and even after its completion, Students are not allowed to use the Materials for purposes which differ from and are not strictly related to the execution and the attendance of the courses object of this contract. The Materials may be used by Students only for carrying out the activities directly related to the attendance of educational services offered by NABA and may be reproduced, even in a form that is different than the one in which they were provided, only if and in the manner expressly indicated by NABA.
In the specific case of the streaming of audiovisual contents, synchronous and asynchronous, Students are authorized to perform only the transitory or accessory acts, essential and functional to the visualization on screen.
Unless otherwise indicated, the download of the Materials is prohibited. Also, it is forbidden to use the Materials, in whole or in part and in any form, for commercial purposes and for any other purpose beyond the scope of this contract.
Students undertake to observe the utmost diligence in the use of the Materials, avoiding taking, directly or indirectly, any action and/or deed that may be detrimental of Intellectual Property Rights on the Materials. Students shall promptly notify in writing NABA of any actual or potential infringement of Intellectual Property Rights on the Materials deriving from any action and/or deed of third party of which they become aware during the course period.

Any and all Intellectual Property Rights resulting from the creative and/or inventive activity related to the activities, studies, experimentation, and project design carried out by the student individually or in group within the scope of a didactic project under the guidance of NABA's professors and/or directors, and any material produced, conceived and realized by the student individually or the group itself during the academic activity (including, by way of example and not exhaustively of handouts, presentations, texts, projects or other, with the exception of the diploma thesis), will be the exclusive property and ownership of NABA and is deemed to have been definitively and free of charge assigned by the student to NABA, which will have every right to exploit, economically utilize and dispose of it for any reason (including, by way of example and not exhaustively: advertising, promotional, internal strategy, informative or research, didactic or experimental purposes). Consequently, every right of deposit and registration of Intellectual Property Rights in national, community, international registers is reserved to NABA, without prejudice to the students' rights to be recognized as authors.
The Intellectual Property Rights of the diploma thesis, as better described in NABA's Intellectual Property Regulations, available at the following link https://www.naba.it/it/chi-siamo/regolamento-della-proprieta-intellettuale (in Italian language) - https://www.naba.it/en/about-us/regulation-of-intellectual-property (in English language), belong to the student, who is entitled, in addition to the moral rights, to the rights of economic utilization.
In case of the student's alienation of the rights of economic utilization, the student agrees to grant NABA the right of pre-emption, as regulated in Art. 5 of the Regulations.

Article 15) Contributions, fees and taxes do not include photocopying, lecture notes, colour prints and consumables for all practical exercises, or computer processing of theses, or participation in competitions and exhibitions.

Article 16) The late payment of amounts relating to taxes and tuition fees will incur the application of a penalty of an additional Euro 50.00 for a delay in payment of up to 30 days and Euro 100.00 for a greater delay. It is specified that in the case of arrears, the student's presences will not be registered and absences deriving from late payment will not be justified for any reason.

Article 17) In the case of late payments, NABA reserves the right to request immediately the balance of amounts outstanding, to suspend the student who is in arrears from attendance at the Course and from examinations and also to apply for the appropriate court orders to recover the sum owed including expenses, interest payable, interest on arrears, statutory taxes and other, as well as the penalty referred to in Article 16.

Article 18) The student is obliged to comply with the regulations concerning the rules of behaviour to be followed within the Academy, the rules for use of the student email account, the Academy's PCs and personal ID card, to be found in the MyNABA student reserved area in the section Academic courses > Rules and regulations. Non-compliance with these regulations may incur the application of disciplinary sanctions commensurate with the gravity and repetition of the facts ascertained, which may also involve suspension – temporary or permanent – from the Academy.

Article 19) NABA reserves the right to request compensation for any damages caused by the student to the premises and equipment. The student is obliged to use these correctly and to respect the cleanliness of the premises and the areas in common use.

Article 20) Introducing dogs or other animals into the NABA campus is prohibited.

Article 21) NABA will not act as guarantor or custodian of items left unattended or mislaid on the Academy's premises.

Article 22) First-year students on the Three-year course who have been resident for at least 3 years in a country of the European Union and who do not present the documentation relating to family income for assigning an income bracket before the start of courses, will be automatically assigned to the highest income bracket. The tax band determined for the enrolment year must be reconfirmed for subsequent years by presenting suitable documentation before 30 November. The band will remain unchanged until the entire documentation required has been presented within the time limits imposed.

Article 23) Students enrolled in the third year of the Three-year course or in the second year of the Two-year course are obliged to pay NABA a contribution of Euro 540 for the final diploma examination and a tax to the Inland Revenue Agency for issue of the diploma parchment of Euro 90.84 (amount established subject to adjustment which may be shown in the academic diploma regulation for the academic year of registering for the final examination) within the payment time-limits as laid down. Students enrolled on a Master's course are obliged to pay NABA only the contribution of Euro 540 for the final diploma examination.

Article 24) An enrolment application by a student in possession of a foreign academic qualification is accepted on the following conditions:
a- the qualification obtained allows admission to the study courses that the student has chosen to attend in the Academy; this requirement is shown by the legalization of the higher secondary school diploma (with official translation in Italian language). In case NABA needs some closure on student's secondary school diploma, the student must provide the Certificate for the equivalence of the qualification (Statement of Comparability) issued by the Italian Enic-Naric Centre.
b- the foreign qualification has been obtained at the end of a period of schooling whose duration corresponds with the minimum laid down by the Italian ministerial provisions in force for the purposes of admission to academic studies.
A special Evaluation Commission, appointed by the Director, will check the adequacy of the legalized higher secondary school diploma. If the Evaluation Commission considers the documentation presented by the student to be inadequate, the student will be enrolled on the Diploma Programme (auditor) course for the course chosen, without the acknowledgement of academic credits and without taking the academic diploma (NABA Academic Regulations Article 21/2). The inadequacy of the foreign qualification does not represent a valid reason for unilateral withdrawal and the student's refusal to accept the enrolment on the Diploma Programme (auditor) course will have consequences and effects in accordance with Articles 5, 16 and 17.

Article 25) Enrolment on the academic course remains, in any case, conditioned by the student being in possession of all the requirements for entry and residence in Italy provided for by the laws in force with reference to the academic year to which the enrolment refers. The student acknowledges that in the period in which the study course is carried out NABA is exempt from all liability in respect of the issue and/or confirmation by the competent Authorities of a study visa and relative residence permit, which must be obtained by the student at his/her exclusive responsibility and at his/her own expense. The student also acknowledges the same in the case where he/she requests and obtains a course transfer during the enrolment period. The student acknowledges and agrees with NABA that if it is impossible, because of the reason described above, or for any other reason also beyond his or her control, to attend, or continue to attend the chosen course, NABA will be entitled to withhold, by way of reimbursement for costs and expenses it may have incurred and costs and/or compensation it may still incur, all sums paid by the student for whatever reason. In any case, this shall be without prejudice to any further losses.

For the avoidance of doubt, no refund shall be due in the event that the visa refusal is wholly or partially attributable to the Student's acts or omissions, including but not limited to failure to attend consular appointments, failure to submit required documentation, submission of incomplete, inaccurate or misleading information, or any other conduct that may reasonably have contributed to the visa application being rejected.
In such cases, the burden of proof that the visa refusal was not caused by the Student's conduct shall rest entirely with the Student.
In the event that a Student is permitted to commence or attend the course prior to the issuance of a visa (including, by way of example, on the basis of a diplomatic passport, an existing residence permit, or other temporary or alternative authorization), and the visa application is subsequently refused, any refund due shall be calculated on a pro-rata basis, taking into account the portion of the course already attended and the services already provided.
Under no circumstances shall the Student be entitled to a full refund once course attendance has commenced.
Article 26) This contract is governed and regulated by the Law of Italy and subject to Italian jurisdiction. For any dispute, the parties nominate the Milan court as the court with exclusive jurisdiction.

Place and date _____ (Student signature) _____

For anything not expressly covered by this application with reference to the regulations governing enrolment on NABA courses, please see the "Admission Procedures for NABA three-year undergraduate courses" and "Guide to assignment of tax bands".
Reference should be made to the information contained in Article 13 of Regulation (EU) 679/16 (GDPR) explaining that the processing of data is essential for compliance with legal obligations. In order to exercise his or her rights, the data subject may apply to the Data Controller, Nuova Accademia Srl, email - privacy@naba.it
I state that I have read, in addition to the information about the chosen course, Articles 1 and 2, both referring to the information and instructions regarding the right of withdrawal, the effect of the withdrawal itself as well as the methods of exercising this right.

Place and date _____ (Student signature) _____

According to Articles 1341 and 1342 of the Italian Civil Code, I state that I have read and specifically approved the following articles:
2) Non-refund of Pre-enrolment fee; 3) Non-activation of Course – NABA liability waiver; 4) Cancellation and/or modification of Course and its location; Deadline payment of the tuition; Withdrawal by student; Refund of pre enrolment Fee; Non-refund; Course Deferment; Payment of a fixed fee and Deadline payment of the tuition in case of Course Deferment; 5) Student's ongoing obligation to pay taxes and tuition fees; 6) Re-enrolment and adjustment of fees at the fixed and predetermined rate; 7) Suspension of studies and resuming student career; 8) NABA's right to establish the number of courses to be activated; 11) Verifying linguistic competence; Remedial courses; Exclusion from lessons; 13) Cases of NABA liability waiver; 14) Assignment to NABA of Intellectual Property Rights - Regulations - Right of pre-emption in favor of NABA; 15) Costs excluded from taxes, fees and contributions; 16) Penalty for late payment; 17) Recurrent arrears of student – Consequences – Suspension from attendance at courses and examinations; 21) NABA liability waiver in the case of loss and/or mislaying of student's personal property; 22) Obligation to present documentation of family income – consequences in the case of non-presentation; 23) Fee for final Diploma examination; 24) Conditions for acceptance of application from student in possession of foreign academic qualification; 25) Visa and resident permit requirements – consequences in the case of non-renewal; 26) Non activated Masters; New Academic Master programmes; 26) Law of Italy; Court of jurisdiction.

Place and date _____ (Student signature) _____

GUARANTORS

The following have offered to act as guarantor(s) and sign in guarantee of all obligations:

STUDENT'S FATHER
Father's name and last name

Mr._____ (Father's signature) _____

STUDENT'S MOTHER
Mother's name and last name

Mrs._____ (Mother's signature) _____

OTHER
Name and last name

Mr./Ms_____ (Father's signature) _____

According to Articles 1341 and 1342 of the Italian Civil Code, I state that I have read and specifically approved the following articles:
2) Non-refund of application fee; 3) Non-activation of Course – NABA liability waiver; 4) Cancellation and/or modification of Course and its location; Deadline payment of the tuition; Withdrawal by student; Refund of the Registration Fee; Non-refund; Course Deferment; Payment of a fixed fee and Deadline payment of the tuition in case of Course Deferment; 5) Student's ongoing obligation to pay taxes and tuition fees; 6) Re-enrolment and adjustment of fees at the fixed and predetermined rate; 7)Suspension of studies and resuming student career; 8) NABA's right to establish the number of courses to be activated; 11) Verifying linguistic competence; Remedial courses; Exclusion from lessons; 13) Cases of NABA liability waiver; 14) Assignment to NABA of Intellectual Property Rights - Regulations - Right of pre-emption in favor of NABA; 15) Costs excluded from taxes, fees and contributions; 16) Penalty for late payment; 17) Recurrent arrears of student – Consequences – Suspension from attendance at courses and examinations; 21) NABA liability waiver in the case of loss and/or mislaying of student's personal property; 22) Obligation to present documentation of family income – consequences in the case of non-presentation; 23) Fee for final Diploma examination; 24) Conditions for acceptance of application from student in possession of foreign academic qualification; 25) Visa and resident permit requirements – consequences in the case of non-renewal; 26) Non activated Masters; New Academic Master programmes; 26) Law of Italy; Court of jurisdiction.

Guarantor Signature

_____

Identity card(s) of above guarantor(s) attached.

ENROLMENT OFFICE ONLY

Student _____ Student ID number _____ A.Y. 2026/2027

Acceptance of the application form

(Administration office signature)

Please refer to art.13 of the European Regulation UE 679/16 (GDPR) 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@naba.it

INFORMATION PURSUANT TO ART. 13OF EU REGULATION 679/16 (GDPR)

1) Why you are receiving this communication
Nuova Accademia S.r.l., as Data Controller, wishes to inform you about the type of data we collect and the methods we use to do this, in order to guarantee respect for your fundamental rights and freedoms, with particular reference to the confidentiality and security with which the data are processed.

2) What personal data we collect
For the pursuit of the purposes set out below, the Controller will, as appropriate and where necessary, process personal data belonging to the following categories

Nuova Accademia S.r.l. collects and stores your personal data at the time of enrolment/registration:
■ Identifying data such as given name, surname, residential address, email address, studies completed, citizenship, gender, place and date of birth, telephone number, copy of identity card/passport;
■ Your banking data and/or those belonging to the personmaking the payment;
■ Possible person to be contacted for administrative aspects, including payments;
■ Information about your/your family income, assets;
■ Possible rental lease for non-resident students;
■ Any medical certifications proving disability;
■ Academic career / curriculum vitae;
■ Copy of identity card/passport of the person who acts as the student's legal guardian;
■ Student's images.
The data are collected at the time of enrolment through completion of the matriculation form and by the sending of the required documentation or uploading it onto the personal student area.
The following data are collected subsequent to enrolment/registration:
■ Tax documentation necessary to verify/confirm the student'sincome bracket;
■ Any medical certifications proving illness or disability;
■ Student's images/recordings collected during events;
■ Data related to academic evaluations.

3) For what purposes we use your personal data
Nuova Accademia S.r.l. uses your data for the following purposes:

■ To fulfil pre-contractual and contractual obligations, to allow your enrolment in the course of your choice, as well as the provision of services connected to it;
■ To handle money collections and payments, deriving from contractual obligations, including credit recovery;
■ To provide online services, including the issue of the electronic student grades booklet;
■ To create your user account and your relative email account;
■ To create your student ID card;
■ To enable access to web-based platforms and to apps connected to Nuova Accademia S.r.l., in order to allow accessto/modification of the study plan, exams enrolments, refusal of grades, in accordance with the student regulations, presentation of final diploma examination admission application, and displaying of presences and absences;
■ To handle academic activities;
■ to provide support services to certified disabled students or tostudents with certified learning difficulties;
■ To fulfil the obligations arising from the Law, Regulations, EU legislation or an order of the Authorities (including checks relating to the provision of cash contributions and/orscholarships and/or benefits in general, if entitlement to receive these is ascertained);
■ To aggregate and analyse the information collected to improve our range of educational courses;
■ For academic courses recognized by the MUR (Italian Ministryof Education, University and Research), to comply with requests and instructions from the MUR;
■ To respond to requests for checking academic qualifications, received from other Institutes where the student may ask to enrol;
■ To exercise the rights of the Data Controller.
At the end of the course of study some requests relating to confirmationof your academic qualification and the relative final grade may be communicated to other Institutes or to the MUR.

In relation to the above purposes, the legal bases for the processing of your personal data are the following:

- Your consent;
- Performance of a contract to which you are a party or adoption of pre-contractual measures taken at your request;
- Compliance with legal obligations to which the Controller is subject;
- Legitimate interest of the Controller.

Further information regarding these legal bases may be obtained upon request to the Controller.

3.1) Subject to your express consent:
Nuova Accademia S.r.l. asks for your consent in order to:

■ Use your photographs and/or films for educational, institutional or promotional purposes, on Nuova Accademia S.r.l. websites and social networks (e.g. Facebook, Youtube,etc.);

■ Inform parents or legal guardians about general and/or specific news relating to your course of studies and/or academic performance;
■ Provide an alternative contact for administrative purposes forthe sending of communications regarding payments and reminders;
■ Transmit your personal data to Nuova Accademia S.r.l. partner companies offering housing services;
■ Insert your name in the career service online platform designed to promote intermediation between job supply and demand;
■ Send you communications and/or promotional offers relating to Campus initiatives, our scholarships, courses and events that may be of interest to you.
Nuova Accademia S.r.l. is part of the Galileo Global Education Italia Group. Upon your explicit consent, the data may be transferred to otherInstitutes of the Galileo Global Education Italia Group to promote courses based on the aptitudes and interests of each student or to enrich their studies.

The data may also be collected by the Galileo Global Education Italia Group in aggregate form to perform statistical analyses.

Upon your explicit consent, data collected by Galileo Global Education Italia Group may also be sent to third-party companies such as for example NielsenIQ, IPSOS or other companies, for the purpose of conducting employability surveys to understand the employability status of students of the Group worldwide.

4)How long we retain your personal data
For the purposes referred to in point 3.1 we retain your personal data for the whole duration of the time you spend on Campus and even beyond the 10-year period of limitation from the termination of the relationship to comply with legal obligations and for purposes of judicial protection.

Students' files are kept on paper or IT support for a period of 50 years,in order to respond to any requests from former students in relation toacademic career, course credits or diplomas. Where a deadline is set,the data will be destroyed or made anonymous after the deadline has expired.

For the purposes referred to in point 3.2, we keep your data until consent is revoked and we guarantee the exercise of the rights of the data subject as referred to in point 9.

5)The security of your personal data
Your data will be processed using equipment that guarantees their confidentiality, integrity and availability. The processing is carried out on paper and through computerised and/or automated systems and will include all of the operations or sets of operations envisaged in Art. 4 of the GDPR which are necessary for the data processing, including communication with the subjects assigned to the processing itself. The data will not be disseminated; however, they will or may be communicated to public or private entities or individuals who operate within the context of the purposes described above.

6) Who can access your personal data
Only authorised persons can access your data in the context of the tasks assigned by Nuova Accademia S.r.l..

Personal data will not be disseminated in any way; in addition, they may be communicated and processed by third parties duly appointed as Data Processors, such as external collaborators and companies that provide specific technical services.

Your data may also be accessed by authorised persons employed by Galileo Global Education Italia, as well as employees of Istituto Marangoni S.r.l. and Domus Academy, belonging to the same Group Galileo Global Education Italia. Personal data may also be accessible or may be disclosed to those whose right to access your personal data is recognised by the provisions of law or secondary or European Union regulatory provisions.

Your data (limited to your telephone number and e-mail address), for the purposes set out in point 3.1, may be processed by third party research companies such as for example NielsenIQ, IPSOS or other companies.

Your personal data may also be processed for eventual programmes organised by the Group's partner Universities: the list will be made available upon request by the Controller.

7) Transfer of personal data
Your personal data will be managed and stored on servers located within the European Union and belonging to the Data Controller and/or third-party companies appointed and duly identified as Data Processors. Your data will not be transferred outside the European Union.

Please note: In the event of any transfer of personal data to third countries, these will be transferred by the Controller, in compliance with Articles 44 et seq. of the GDPR, using appropriate safeguards to ensure their protection.

Further information regarding these appropriate safeguards may be obtained upon request to the Controller.

8) Is it mandatory to consent to the provision of your data?
The disclosure of your data referred to in point 3.1 is necessary to conclude and execute the contract; for the purposes referred to in point

3.2 it is optional. If you do not consent, you can still proceed with your enrolment.

9) What are your rights in relation to the GDPR?
In accordance with the provisions of the GDPR, Nuova Accademia S.r.l. guarantees the following rights:

- Right to withdraw consent [Art. 7(3) of the EU Regulation] (right to withdraw the consent given. Note: withdrawal of consent does not affect the lawfulness of the processing based on the consent before withdrawal);
- Right of access [Art. 15 of the EU Regulation] (right to obtain confirmation of the existence or otherwise of personal data relating to you and a copy of such data in intelligible form);
- Right to erasure ("right to be forgotten") [Art. 17 of the EU Regulation] (right to have your data erased);
- Right to restriction of processing [Art. 18 of the EU Regulation] (right to obtain restriction of processing, e.g. in case the accuracy of the data is contested or in case of unlawful processing);
- Right to data portability [Art. 20 of the EU Regulation] (right to receive in a structured, commonly used and machine-readable format the personal data concerning you that have been provided to the Controller and the right to transmit such data to another Data Controller without undue delay);
- Right to object [Article 21 of the EU Regulation] (right to object to the processing of your personal data);
- Right not to be subject to automated decision-making [Art. 22 of the EU Regulation] (right not to be subject to a decision based solely on automated processing).

The above rights may be exercised in writing by sending an e-mail to dpo@naba-da.com. Further information on the processing of personal data may be requested at any time from the same contact. It is also specified that the exercise of your rights shall not prejudice and/or harm the rights and freedoms of others.
The Controller undertakes to respond to requests within one month, except in the case of particularly complex requests, for which a maximum of three months may be required. In any case, the Controller will explain the reason for the delay within one month of the request.
The outcome of the request will be provided in writing (at your request) or electronically (and in this case, free of charge). The Controller specifies that you may be required to pay a fee if your requests are manifestly unfounded, excessive or repetitive: in this regard the Controller will keep track of the requests.
The Controller, in compliance with Article 19 of the GDPR, undertakes to inform the recipients to whom your personal data have been communicated of any rectification, erasure or restriction of processing requested by you, where possible.

10) If you have any questions please refer to the contact details provided by the Data Controller.
If you believe that we have not complied with your rights regarding the protection of personal data, you can contact the Italian Data Protection Authority. Alternatively, if you live in another country, you can contact your local Data Protection Authority.

11) Data Controller
The Data Controller is Nuova Accademia S.r.l. Via C. Darwin 20 – 20143 Milano

Email privacy@naba.it

The Data Protection Officer e-mail is dpo@naba-da.com.

12) Update to this Information Notice
This Information Notice may be subject to change. Any substantial changes will be communicated to you via email or through our student platform.

Acknowledgement of the Privacy Notice and giving of consent

I declare that I have carefully read and understood every part of the above-mentioned Privacy Notice, and I declare that I am aware of the possibility of data transfer to eventual Group's partner Universities. In the latter case, I understand that the data will be processed in accordance with the provisions of the partner University and the agreements in place between the partner University and the Controller.

In addition,

- ☐ I give my consent to the processing of my data (mandatory in order to proceed with enrolment);
- ☐ I give my consent to provide my phone number and email address to partner companies of Nuova Accademia S.r.l. that offer housing services.
- ☐ I agree to inform my parents or guardians about general and/or specific news about my course of study and/or academic performance;
- ☐ I give my consent to the use of my photographs and/or videos for the Controller's information-promotional initiatives;
- ☐ I give my consent to receive information and/or promotional offers from the Controller or from other schools of Galileo Global Education Italia about Campus initiatives, scholarships, courses and events that may be of interest to me;
- ☐ I give my consent for profiling purposes;
- ☐ I agree to the insertion of my name in the career service online platform designed to promote intermediation between job supply and demand
- ☐ I give my consent to provide my phone number and my e-mail address to NABA and to Galileo Global Education Italia Group for a potential employability survey carried out by third party companies.

Place and date _____ (Student signature) _____