

# APPLICATION FORM AND ADMISSION PROCEDURE

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## Postgraduate Programmes Milan | Rome - A.Y 2023/2024

### THE UNDERSIGNED

First name

Surname

Date of birth

Place of birth (City)

Country

Nationality

Gender  F  M

Permanent address

Town

ZIP code

Home phone nr. (including country and area code)

Mobile phone nr. (including country and area code)

Skype Account (if available)

Email address 1

Email address 2

Address for correspondence

Town

Zip code

Country

### COLLEGES, UNIVERSITIES ATTENDED

School name

Location

Date entered

Date departed

Graduation date

Graduation grade

**SECONDARY SCHOOL DIPLOMA**

High school name

Location

Date entered

Date departed

Educational System to which secondary school diploma belongs to (ex. IGCSE, IB, ABITUR,...)

In case the diploma does not have a specific name, please specify the country where the diploma was issued

**LANGUAGES**

ENGLISH LANGUAGE CERTIFICATE (Please enclose copy of the certificate showing your English language ability)

English language test (name)

Score/grade (if known)

Date of test

ITALIAN LANGUAGE CERTIFICATE (Please enclose copy of the certificate showing your Italian language ability)

Italian language test (name)

Score/grade (if known)

Date of test

**OTHER INFORMATION**

How did you hear about NABA?

Brochure

Website\*

Press\*

Alumni\*

Exhibition/Fair\*

A NABA representative\*

School\*

Other (please state)

\*Please give the name

Have you already applied to NABA?  YES  NO

If yes, please state year

**I WOULD LIKE TO APPLY TO THE**

Master of Arts Degree Programme

Academic Master Programme

Diploma Programme

Students who lack prerequisite requirements for admission to the two-year Master of Arts Degree or to the one-year Academic Master Degree can attend the same Programme without gaining credits. Diploma Programmes have the same curricula and the same examinations as the MA Programmes or AM Programmes, however they lead to the awarding of a NABA diploma and not degree.

<b>TWO-YEAR MASTER OF ARTS</b>	<b>LANGUAGE</b>		<b>INTAKE</b>		<b>CAMPUS</b>	
<input type="checkbox"/> User Experience Design (Second Level Academic Degree in Communication Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	<input type="checkbox"/> Rome
Visual Design and Integrated Marketing Communication (Second Level Academic Degree in Communication Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	<input type="checkbox"/> Rome
<input type="checkbox"/> Interior Design (Second Level Academic Degree in Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Product and Service Design (Second Level Academic Degree in Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Social Design (Second Level Academic Degree in Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Fashion Design (Second Level Academic Degree in Fashion and Textile Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Textile Design (Second Level Academic Degree in Fashion and Textile Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Fashion and Costume Design (Second Level Academic Degree in Fashion and Textile Design)	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	-	<input type="checkbox"/> Rome
<input type="checkbox"/> Creative Media Production	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Visual Arts and Curatorial Studies	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	<input type="checkbox"/> February 2024	<input type="checkbox"/> Milan	<input type="checkbox"/> Rome
<b>ONE-YEAR ACADEMIC MASTER</b>	<b>LANGUAGE</b>		<b>INTAKE</b>		<b>CAMPUS</b>	
<input type="checkbox"/> Creative Advertising	-	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Sustainable Innovation Communication	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	<input type="checkbox"/> Rome
<input type="checkbox"/> New Urban Design	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Fashion Digital Marketing	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Art and Ecology	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Contemporary Art Markets	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Photography And Visual Design	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	<input type="checkbox"/> Milan	-
<input type="checkbox"/> Screenwriting for Series	<input type="checkbox"/> Italian	<input type="checkbox"/> English	<input type="checkbox"/> October 2023	-	-	<input type="checkbox"/> Rome
<input type="checkbox"/> Fashion Law* <small>NEW!</small>		<input type="checkbox"/> English	<input type="checkbox"/> On Demand	-	<input type="checkbox"/> Milan	-

*\*University Master's Degree accredited by International Telematic University UNINETTUNO (60 CFU). Language: English (simultaneous translation available).  
Approach: blended (online, on the UNINETTUNO e-learning platform, and in presence in NABA Milan Campus)*

**ATTACHES**

To the present application form the following documents:

- Curriculum vitae/resume
- Artistic and professional portfolio of projects (not mandatory for Contemporary Art Markets, Social Design, Fashion Digital Marketing, Sustainable Innovation Communication)
- Motivation letter
- Academic transcripts/marksheet of previous studies, translated into English/Italian\*\*, listing subjects and exams, with corresponding number of hours/credits
- Copy of Bachelor Degree/Academic diploma translated into English/Italian\*\*\*
- Documentation regarding further courses or seminars attended (if available)
- Italian or English Language Certificate (according to the chosen programme):
  - Italian language requirement: intermediate level B1+ according to the CEFR
  - English language requirement: IELTS 5.0 or equivalent (see section G)
- Copy of passport

\*\*Translation is not needed for documents written in English, French, or Spanish.

Date \_\_\_\_\_

Signature (legible) of Data Subject \_\_\_\_\_

## **PRIVACY INFORMATION SHEET**

### **INFORMATION PURSUANT TO ART. 13 OF 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 person making 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's income 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 access to/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 to students 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/or scholarships and/or benefits in general, if entitlement to receive these is ascertained);
- To aggregate and analyze the information collected to improve our

range of educational courses;

■ For academic courses recognized by the MUR (Italian Ministry of 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 confirmation of 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 for the 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 other Institutes 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 to academic 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 computerized 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 authorized 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 authorized 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 recognized 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 organized 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](mailto: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](mailto:privacy@naba.it)

The Data Protection Officer e-mail is [dpo@naba-da.com](mailto: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 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 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 \_\_\_\_\_

Signature (legible) of Data Subject \_\_\_\_\_

## GENERAL INFORMATION

### A. Audience

General entry requirements include:

At least 15 years of previous education

Holding a first level academic degree (Bachelor Degree or Academic Diploma) in fields related to the selected study programme

Certificate of English/Italian language (CEFR B1+ on entry)

The evaluation of an application is based on the positive assessment of both the Programme Leader and Admission Committee who will evaluate whether the degree and the technical skills correspond to requirements, and will identify possible educational credits or debts.

Master programmes are open also to students with not related degrees or diplomas, if the applicant is motivated by a research interest towards the topics of the programmes.

Participants not holding a first level Bachelor Degree/Academic Diploma will not earn the educational credits, but will receive a certificate of attendance (not recognised by MUR, Italian Ministry of University and Research) on successfully completing the programme.

### B. Admission process

Within 7 days from the application submission, NABA Admissions Office will inform the candidates about the acceptance and, in case of positive feedback, will send the Admission Letter and Enrolment Form to the students. The admission will stay conditional until the legalized university degree and transcripts, copy of the Bachelor Degree/Academic diploma and the required language certificate are submitted to the school.

### C. Deadlines

Please notice that each course has a limited number of places and enrolments will be closed when reaching the above mentioned limit.

When admission is confirmed, students are required to secure their place by returning the Enrolment Form and the receipt of payment of the pre-enrolment fee within 30 days from the Admission Letter's date.

### D. Entry Requirements for Master of Arts Degree Programmes and Academic Master Programme according to the Italian Ministry of University and Research

In order to be eligible for admission to Italian universities/academies and therefore to be admitted into the NABA Master of Arts Degree Programmes and Academic Master Programmes, the Italian Ministry of University and Research has set the following mandatory regulations.

Students wishing to enrol in the Postgraduate Programmes are required to possess a first level university qualification which is considered eligible to enter the chosen programme. The title must meet the following requirements:

- be an official first cycle title belonging to the foreign system of reference and issued by an official institution of the foreign system;
- the title shall grant access to the second-cycle courses in the foreign system of reference;

- the applicant's academic qualification shall be equivalent to the Italian qualification required to enter second-cycle programmes.

These requirements apply to all students with a foreign qualification, regardless of their nationality, and is valid both for qualifications issued within the European Union and non-EU countries.

For any questions about the validity of your degree, we kindly suggest that you contact the Italian Enic-Naric Centre – CIMEA in the country where your degree was issued.

For a complete list of Italian diplomatic authorities worldwide, please visit:

<https://www.esteri.it/it/ministero/struttura/laretediplomatica/>

For further information about MUR regulations and procedures for international students, please visit:

[https://studyinitaly.esteri.it/en/home\\_borse](https://studyinitaly.esteri.it/en/home_borse)

### E. Consular Procedures Non-EU Students Only

Students meeting the requirements above are requested to:

- A) Start the pre-enrolment process through the UniversItaly platform

#### ONLY FOR NON EU PASSPORT HOLDERS

UniversItaly is a website developed by the Italian Ministry of University and Research (MUR) with the aim of supporting students thorough their study experience in Italy.

The MUR established that all International non-European students willing to study in an Italian Academy or University should undertake the pre-enrolment procedures (a-bis) through UniversItaly.

The pre-enrolment will give you the possibility to study at NABA and allow you to obtain the study VISA from the Italian authorities. Students are asked to pre-enrol and submit a copy of the passport, Bachelor Degree/Academic Diploma and transcripts on the UniversItaly platform at <https://www.universitaly.it/index.php/>

Pre-enrolment applications are usually submitted between March and November of each year. This procedure is MANDATORY for students applying for any Master of Art Programme or Academic Master Programme.

Usually it takes **90 days to get the study visa**, that's why we suggest you to start the procedure as soon as possible.

**Make sure you do not miss this deadline or your study visa request will be refused for enrollment to Italian Universities/Academies.**

B) Legalization of the following documents:

1. Legalization of the Bachelor Degree and Academic transcripts by the competent authorities in the country where the diploma was issued.
2. Translation into Italian or English – made by a certified translator – of the student's Bachelor Degree.
3. Translation into Italian or English – made by a certified translator – of the student's Academic Transcripts.

**Translation is not needed for documents written in English, French, or Spanish.**

The legalized and translated documents will be issued directly to you. Please make sure you submit them, together with a copy of the Bachelor Degree/Academic diploma to NABA

Admissions Office as soon as available, and anyway not later than the course beginning.

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.diplo-me.eu/cimea/#/auth/login>

In fact, enrolment to NABA Master of Arts Degree/Academic Master will be confirmed only after having submitted a copy of the Bachelor Degree/Academic diploma, a legalized translations as well as the requested language certificate.

#### **F. Application for a Study Visa to Italy (for Non European students only)**

To enrol for the NABA Two-year Master of Arts Degree Programme, students are requested to have an entry visa for enrolment to Italian Universities/Academies, called STUDIO per Immatricolazione Università - tipo D nazionale (see point A of previous section).

For the One-year Academic Master Programme, students are requested to have an entry visa for post-graduate study called STUDIO Post-Laurea tipo D nazionale.

For a complete list of Italian diplomatic authorities worldwide, please visit: <http://vistoperitalia.esteri.it>

WHEN: VISAS are released once the Pre-enrolment process through the UniversItaly platform has been completed and received positive feedback from the Italian Diplomatic-Consular Representatives.

#### **G. Language proficiency**

NABA programmes are taught in Italian or English. Students are required to submit evidence of the knowledge of the language according to the chosen programme. The language certificate shall be submitted within one month before the beginning of the programme and should not be older than 2 years.

The requested level for Italian is an intermediate level (complete B1). Students that take CILS, CELI, CERT.IT, PLIDA Exams, for example, just need to pass with a final result equivalent to complete B1.

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

IELTS	5.0 Academic/General
all Cambridge Tests are accepted: FCE, PET, CAE, CPE, BEC V and BEC P	The overall result should reach 159 or above
LINGUASKILL	From 159
TOEFL IBT	Min. 45
Trinity College Certificate	Integrated Skills in English (ISE level II - all 4 skills)
PTE Academic	36 - 42
BIEB	B1- Level B2 Certificate in ESOL International (Level1)
ESB Esol International	B1 - Entry 3 (all modes)
TEEP	Min 5
TOEIC (provided that student passes all parts)	Listening and Reading: score 680; Speaking and Writing score 280

#### **The following cases are exempt from the language testing:**

- Mother tongue students
- English Speaking Countries (prior check with the admission office)
- Bachelor Degree programmes run in English:
  - in non-English speaking countries (prior check with the admission office)
  - in English speaking countries (prior check with the admission office)

Important: the official admission to NABA programmes is conditional to the actual achievement of the requested level of Italian/English language.

NABA reserves the right to check it through an internal language test when necessary.

#### **H. Important Information**

Application dossiers will be taken into consideration only if complete and received within the established deadline.

Programmes will start only upon the attainment of a minimum number of enrolled students. In case the selected programme will not start, NABA will inform students within one month prior to programme beginning.

The present application form shall be considered read and approved in all its parts by the signature on page 4 and page 6.

## TUITION FEES AND PAYMENT CONDITIONS FOR TWO-YEAR MASTER OF ARTS DEGREE PROGRAMMES

### September 2023 intake

The tuition fees for the Master of Arts Degree/Diploma Programmes – Academic Year 2023/24 amount to € 19.500 per academic year (corresponding to the 6th income bracket) to be paid as follows:

#### TAX, CONTRIBUTION AND TUITION FEES FOR STUDENTS NOT RESIDENT IN THE EU

DEADLINES FOR PAYMENTS	EURO	PAYMENTS DETAILS	
20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
06 September 2023	€ 16.500,00	€ 1.000,00	Academic Contribution Fee
		€ 15.500,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 19.500,00</b>		

The current list is going to be in force until February 28th 2023 after that NABA reserves the right to modify the price of the fees in proportion to the inflation's increase, the modified fees will be valid for the students that will be enrolled after that date.

#### TAX, CONTRIBUTION 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 notice that the final confirmation of the income bracket assignment will be communicated by the Administration upon evaluation of the fiscal documents provided.

#### 6<sup>th</sup> income bracket: pre-tax income over euro 150.000

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
16 September 2023	€ 8.250,00	€ 500,00	Academic Contribution Fee
		€ 7.750,00	Tuition Fee
10 January 2024	€ 8.250,00	€ 500,00	Academic Contribution Fee
		€ 7.750,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 19.500,00</b>		

#### 5<sup>th</sup> income bracket: pre-tax income from euro 130.000 to euro 150.000

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
16 September 2023	€ 7.450,00	€ 500,00	Academic Contribution Fee
		€ 6.950,00	Tuition Fee
10 January 2024	€ 7.450,00	€ 500,00	Academic Contribution Fee
		€ 6.950,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 17.900,00</b>		

#### 4<sup>th</sup> income bracket: pre-tax income from euro 100.000 to euro 130.000

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
16 September 2023	€ 5.950,00	€ 500,00	Academic Contribution Fee
		€ 5.450,00	Tuition Fee
10 January 2024	€ 5.950,00	€ 500,00	Academic Contribution Fee
		€ 5.450,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 14.900,00</b>		

**3<sup>rd</sup> income bracket: pre-tax income from euro 70.000 to euro 100.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
16 September 2023	€ 4.750,00	€ 500,00	Academic Contribution Fee
		€ 4.250,00	Tuition Fee
10 January 2024	€ 4.750,00	€ 500,00	Academic Contribution Fee
		€ 4.250,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 12.500,00</b>		

**2<sup>nd</sup> income bracket: pre-tax income from euro 45.000 to euro 70.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
16 September 2023	€ 4.000,00	€ 500,00	Academic Contribution Fee
		€ 3.500,00	Tuition Fee
10 January 2024	€ 4.000,00	€ 500,00	Academic Contribution Fee
		€ 3.500,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 11.000,00</b>		

**1<sup>st</sup> income bracket: pre-tax income from euro 0 to euro 45.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
16 September 2023	€ 3.300,00	€ 500,00	Academic Contribution Fee
		€ 2.800,00	Tuition Fee
10 January 2024	€ 3.300,00	€ 500,00	Academic Contribution Fee
		€ 2.800,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 9.600,00</b>		

The current list is going to be in force until February 28th 2023 after that NABA reserves the right to modify the price of the fees in proportion to the inflation's increase, the modified fees will be valid for the students that will be enrolled after that date.

**€ 540 Graduation Thesis Fee**

The Graduation Thesis Fee is to be paid at the beginning of the 2nd Academic Year together with the registration to the programme

## FOR ONE-YEAR ACADEMIC MASTER PROGRAMMES

**September 2023 intake**

The tuition fee for programme's attendance is €16.900 for EU and EFTA\* citizens and €20.000 for non-EU citizens (full fee, including pre-enrolment, tuition and academic contribution fees), to be paid as follows:

**EU AND EFTA CITIZENS - FIRST ACADEMIC YEAR**

DEADLINES FOR PAYMENTS	EURO	PAYMENTS DETAILS
20 days after the admission letter	€ 3.000,00	Pre-enrolment fee
16 September 2023	€ 6.950,00	First instalment of tuition and academic contribution fees
10 January 2024	€ 6.950,00	Second instalment of tuition and academic contribution fees
<b>Total yearly fees</b>	<b>€ 16.900,00</b>	

The current list is going to be in force until February 28th 2023 after that NABA reserves the right to modify the price of the fees in proportion to the inflation's increase, the modified fees will be valid for the students that will be enrolled after that date.

### NON-EU CITIZENS - FIRST ACADEMIC YEAR

DEADLINES FOR PAYMENTS	EURO	PAYMENTS DETAILS
20 days after the admission letter	€ 3.000,00	Pre-enrolment fee
16 September 2023	€ 17.000,00	First instalment of tuition and academic contribution fees
<b>Total yearly fees</b>	<b>€ 20.000,00</b>	

The current list is going to be in force until February 28th 2023 after that NABA reserves the right to modify the price of the fees in proportion to the inflation's increase, the modified fees will be valid for the students that will be enrolled after that date.

#### € 540 Graduation Thesis Fee

The Graduation Thesis Fee is to be paid by all Students within the course beginning (September 16th, 2023).

\* EFTA: European Free Trade Association includes Iceland, Liechtenstein, Norway and Switzerland which are part of Schengen Area.

## FOR TWO-YEAR MASTER OF ARTS DEGREE PROGRAMMES

### February 2024 intake

The tuition fees for the Master of Arts Degree/Diploma Programmes – Academic Year 2023/24 amount to € 19.500 per academic year (corresponding to the 6th income bracket) to be paid as follows:

### TAX, CONTRIBUTION AND TUITION FEES FOR STUDENTS NOT RESIDENT IN THE EU

DEADLINES FOR PAYMENTS	EURO	PAYMENTS DETAILS
20 days after the admission letter	€ 3.000,00	€ 2.860,00 Pre-enrolment fee
		€ 140,00 Regional Tax
17 January 2024	€ 16.500,00	€ 1.000,00 Academic Contribution Fee
		€ 15.500,00 Tuition Fee
<b>Total yearly fees</b>	<b>€ 19.500,00</b>	

The current list is going to be in force until February 28th 2023 after that NABA reserves the right to modify the price of the fees in proportion to the inflation's increase, the modified fees will be valid for the students that will be enrolled after that date.

### TAX, CONTRIBUTION 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 fulfill 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 notice that the final confirmation of the income bracket assignment will be communicated by the Administration upon evaluation of the fiscal documents provided.

#### 6<sup>th</sup> income bracket: pre-tax income over euro 150.000

20 days after the admission letter	€ 3.000,00	€ 2.860,00 Pre-enrolment fee
		€ 140,00 Regional Tax
17 January 2024	€ 8.250,00	€ 500,00 Academic Contribution Fee
		€ 7.750,00 Tuition Fee
17 May 2024	€ 8.250,00	€ 500,00 Academic Contribution Fee
		€ 7.750,00 Tuition Fee
<b>Total yearly fees</b>	<b>€ 19.500,00</b>	

#### 5<sup>th</sup> income bracket: pre-tax income from euro 130.000 to euro 150.000

20 days after the admission letter	€ 3.000,00	€ 2.860,00 Pre-enrolment fee
		€ 140,00 Regional Tax
17 January 2024	€ 7.450,00	€ 500,00 Academic Contribution Fee
		€ 6.950,00 Tuition Fee
17 May 2024	€ 7.450,00	€ 500,00 Academic Contribution Fee
		€ 6.950,00 Tuition Fee
<b>Total yearly fees</b>	<b>€ 17.900,00</b>	

**4<sup>th</sup> income bracket: pre-tax income from euro 100.000 to euro 130.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
17 January 2024	€ 5.950,00	€ 500,00	Academic Contribution Fee
		€ 5.450,00	Tuition Fee
17 May 2024	€ 5.950,00	€ 500,00	Academic Contribution Fee
		€ 5.450,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 14.900,00</b>		

**3<sup>rd</sup> income bracket: pre-tax income from euro 70.000 to euro 100.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
17 January 2024	€ 4.750,00	€ 500,00	Academic Contribution Fee
		€ 4.250,00	Tuition Fee
17 May 2024	€ 4.750,00	€ 500,00	Academic Contribution Fee
		€ 4.250,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 12.500,00</b>		

**2<sup>nd</sup> income bracket: pre-tax income from euro 45.000 to euro 70.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
17 January 2024	€ 4.000,00	€ 500,00	Academic Contribution Fee
		€ 3.500,00	Tuition Fee
17 May 2024	€ 4.000,00	€ 500,00	Academic Contribution Fee
		€ 3.500,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 11.000,00</b>		

**1<sup>st</sup> income bracket: pre-tax income from euro 0 to euro 45.000**

20 days after the admission letter	€ 3.000,00	€ 2.860,00	Pre-enrolment fee
		€ 140,00	Regional Tax
17 January 2024	€ 3.300,00	€ 500,00	Academic Contribution Fee
		€ 2.800,00	Tuition Fee
17 May 2024	€ 3.300,00	€ 500,00	Academic Contribution Fee
		€ 2.800,00	Tuition Fee
<b>Total yearly fees</b>	<b>€ 9.600,00</b>		

The current list is going to be in force until February 28th 2023 after that NABA reserves the right to modify the price of the fees in proportion to the inflation's increase, the modified fees will be valid for the students that will be enrolled after that date.

**€ 540 Graduation Thesis Fee**

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## **PAYMENT MODALITIES**

### **A. Online by Credit Card**

Please visit the website:

[https://naba-community.force.com/OLA\\_NABA\\_LoginRequestForm](https://naba-community.force.com/OLA_NABA_LoginRequestForm)

### **B. 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](http://www.flywire.com/pay/naba) to begin the payment process.

### **C. By wire transfer**

**NABA BANK DETAILS FOR PAYMENTS**

Account holder: Nuova Accademia srl,

Via C. Darwin 20, 20143 Milano, Italy

Bank name and agency: BPM - Agenzia 10 MI

International bank details

BIC/SWIFT CODE: BAPPIT22

IBAN: IT28L050340161000000020020

Reference: Student's name and surname

### **D. Cash**

(only up to Euro 999,99) OR CREDIT CARD PAYMENTS (Visa, Mastercard, Amex, Union Pay) 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.