

SEMESTER ABROAD PROGRAMME

Application Form

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

THE UNDERSIGNED

Family name

First Name

Birth date

Place of birth (city)

Country

Gender F M

Citizenship

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

Home phone number (including country and area code)

Mobile phone number (including country and area code)

E-mail

Emergency Contact Person (name and phone number)

Name of the University

Current year at University (mandatory)

University Major

Grade Point Average

Allergies or health issues NABA Staff should be aware of

passport
size photo

Please select the Semester Abroad Programme in which you would like to enrol*:

**All programmes are subject to change, please get in touch with our Enrolment team to verify the availability of the programme*

MILAN UNDERGRADUATE - DEDICATED PROGRAMME - English Language*

FALL SEMESTER (SEPTEMBER - DECEMBER)

- ART AND DESIGN
- FASHION DESIGN
- FASHION STYLING AND COMMUNICATION
- GRAPHIC DESIGN
- INTERIOR DESIGN
- PRODUCT DESIGN

SPRING SEMESTER (JANUARY - MAY)

- ART AND DESIGN
- FASHION DESIGN
- FASHION STYLING AND COMMUNICATION
- GRAPHIC DESIGN
- INTERIOR DESIGN
- PRODUCT DESIGN

ROME UNDERGRADUATE - DEDICATED PROGRAMME - English Language*

FALL SEMESTER (SEPTEMBER - DECEMBER)

- FASHION DESIGN
- FASHION STYLING AND COMMUNICATION
- GRAPHIC DESIGN
- MEDIA DESIGN
- VISUAL ARTS

SPRING SEMESTER (JANUARY - MAY)

- FASHION DESIGN
- FASHION STYLING AND COMMUNICATION
- GRAPHIC DESIGN
- MEDIA DESIGN
- VISUAL ARTS

MILAN UNDERGRADUATE - INTEGRATED PROGRAMME - 2ND YEAR - English Language*

FALL SEMESTER (SEPTEMBER - FEBRUARY)

- GRAPHIC DESIGN AND ART DIRECTION
- DESIGN
- FASHION DESIGN
- CREATIVE TECHNOLOGIES - VFX Specialisation
- CREATIVE TECHNOLOGIES - 3D Design Specialisation
- CREATIVE TECHNOLOGIES - Game Development Specialisation
- MEDIA DESIGN AND MULTIMEDIA ARTS - Film Making Specialisation
- MEDIA DESIGN AND MULTIMEDIA ARTS - Game Design Specialisation
- MEDIA DESIGN AND MULTIMEDIA ARTS - Animation Specialisation
- SET DESIGN - Theatre and Opera Specialisation
- SET DESIGN - Media and Events Specialisation
- PAINTING AND VISUAL ARTS

SPRING SEMESTER (MARCH - JULY)

- GRAPHIC DESIGN AND ART DIRECTION - Brand Design Specialisation
- GRAPHIC DESIGN AND ART DIRECTION - Creative Direction Specialisation
- GRAPHIC DESIGN AND ART DIRECTION - Visual Design Specialisation
- DESIGN
- FASHION DESIGN - Fashion Design Specialisation
- FASHION DESIGN - Fashion Styling and Communication Specialisation
- FASHION DESIGN - Fashion Design Management Specialisation
- CREATIVE TECHNOLOGIES - VFX Specialisation
- CREATIVE TECHNOLOGIES - 3D Design Specialisation
- CREATIVE TECHNOLOGIES - Game Development Specialisation
- MEDIA DESIGN AND MULTIMEDIA ARTS - Film Making Specialisation
- MEDIA DESIGN AND MULTIMEDIA ARTS - Game Design Specialisation
- MEDIA DESIGN AND MULTIMEDIA ARTS - Animation Specialisation
- SET DESIGN - Theatre and Opera Specialisation
- SET DESIGN - Media and Events Specialisation
- PAINTING AND VISUAL ARTS

MILAN UNDERGRADUATE - INTEGRATED PROGRAMME - 3RD YEAR - English Language*

FALL SEMESTER (SEPTEMBER - FEBRUARY)

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| <ul style="list-style-type: none"> <input type="checkbox"/> GRAPHIC DESIGN AND ART DIRECTION - Brand Design Specialisation <input type="checkbox"/> GRAPHIC DESIGN AND ART DIRECTION - Creative Direction Specialisation <input type="checkbox"/> GRAPHIC DESIGN AND ART DIRECTION - Visual Design Specialisation <input type="checkbox"/> DESIGN - Interior Design Specialisation <input type="checkbox"/> DESIGN - Product Design Specialisation <input type="checkbox"/> FASHION DESIGN – Fashion Design Specialisation <input type="checkbox"/> FASHION DESIGN - Fashion Styling and Communication Specialisation | <ul style="list-style-type: none"> <input type="checkbox"/> CREATIVE TECHNOLOGIES - MG Specialisation <input type="checkbox"/> CREATIVE TECHNOLOGIES - 3D Design Specialisation <input type="checkbox"/> CREATIVE TECHNOLOGIES - Game Development Specialisation <input type="checkbox"/> MEDIA DESIGN AND MULTIMEDIA ARTS - Film Making Specialisation <input type="checkbox"/> MEDIA DESIGN AND MULTIMEDIA ARTS - Game Design Specialisation <input type="checkbox"/> MEDIA DESIGN AND MULTIMEDIA ARTS - Animation Specialisation <input type="checkbox"/> PAINTING AND VISUAL ARTS - Painting Specialisation <input type="checkbox"/> PAINTING AND VISUAL ARTS - Visual Arts Specialisation <input type="checkbox"/> SET DESIGN - Theatre and Opera Specialisation <input type="checkbox"/> SET DESIGN - Media and Events Specialisation |
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MILAN UNDERGRADUATE - INTEGRATED PROGRAMME - 2ND YEAR - Italian Language*

FALL SEMESTER (SEPTEMBER - FEBRUARY)

SPRING SEMESTER (MARCH - JULY)

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MILAN UNDERGRADUATE - INTEGRATED PROGRAMME - 3RD YEAR - Italian Language*

FALL SEMESTER (SEPTEMBER - FEBRUARY)

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ROME UNDERGRADUATE - INTEGRATED PROGRAMME - 2ND YEAR - English Language*

FALL SEMESTER (SEPTEMBER - FEBRUARY)

SPRING SEMESTER (MARCH - JULY)

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ROME UNDERGRADUATE - INTEGRATED PROGRAMME - 3RD YEAR - English Language*

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ROME UNDERGRADUATE - INTEGRATED PROGRAMME - 2ND YEAR - Italian Language*

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ROME UNDERGRADUATE - INTEGRATED PROGRAMME - 3RD YEAR - Italian Language*

FALL SEMESTER (SEPTEMBER - FEBRUARY)

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DIDICATED ACADEMIC CALENDAR DATES

MILAN

- FALL SEMESTER (Sept 5th 2022 - Dec 16th 2022)
- SPRING SEMESTER (January 16th 2023 – May 5th 2023)

ROME

- FALL SEMESTER (Sept 5th 2022 - Dec 16th 2022)
- SPRING SEMESTER (January 16th 2023 – May 5th 2023)

INTEGRATED ACADEMIC CALENDAR DATES

MILAN

- FALL SEMESTER (Sept 21st 2022 - March 4th 2023)
- SPRING SEMESTER (March 6th 2023 - July 19th 2023)

ROME

- FALL SEMESTER (Sept 21st 2022 - March 4th 2023)
- SPRING SEMESTER (March 6th 2023 - July 19th 2023)

DEADLINE TO APPLY

- FALL SEMESTER: **15th June 2022**
- SPRING SEMESTER: **15th November 2022**

APPLICATION DOCUMENTS

- Application form
- Copy of the passport
- English language certificate (IELTS 5.0 only for Programmes in English language)
- Italian language certificate (B1.2 level according to CEFR only for Programmes in Italian language)
- Enrolment certificate from your home university (specifying current specialisation and year of study)
- Portfolio of projects (if applicable)

PLEASE E-MAIL YOUR DOCUMENTS TO: semesterabroad@naba.it

ENROLMENT

After receiving the e-mail about your admission you can proceed with the payment of the tuition fee:

TUITION FEE FOR INTERNATIONAL STUDENTS: 7.500€

TUITION FEE FOR EU STUDENTS: 5.000€

Enrolment cannot be confirmed until full payment has been received.

PAYMENT PROCEDURE

Fees can be paid:

1. By WIRE TRANSFER:

NABA BANK DETAILS FOR PAYMENTS

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

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

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

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

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

2. By FLYWIRE:

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

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

By making your payment with flywire you can

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

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

Please notice that all bank, credit card and third party charges have to be covered by the student. All fees are VAT free according to the law D.P.R. 26- 10- 1972 nr. 633.

VISA & LEGAL DOCUMENTS FOR NON-EU STUDENTS ONLY

A passport with a validity that exceeds intended stay by at least 3 months and a student visa are necessary upon departure and in order to be enrolled at NABA.

Start the pre-enrolment process through the universitaly platform

UniversItaly is a website developed by the Italian Ministry of University and Research (MUR) with the aim of supporting students through 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, High school diploma and transcripts on the UniversItaly platform at <https://www.universitaly.it/index.php/>

This procedure is MANDATORY.

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 enrolment to Italian Universities/Academies. be refused for enrollment to Italian Universities/Academies.

Fees will be refunded only if visa is rejected and the student sends a rejection declaration issued by the Italian Embassy or Consulate. The application fee is not refundable for any reason.

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

Nuova Accademia S.r.l. collects and stores your personal data at the time of application:

- identifying data such as given name, surname, residential address, e-mail 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 of the application fee (if applicable);
- any medical certifications proving disability;
- academic career / curriculum vitae;
- student's images.

The data are collected at the time of registration by submitting the application form or through the institutional website.

3.1) 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, in order to verify the requirements for admission to the course you selected, as well as related services;
- to handle money collections and payments;
- to handle any communication with Nuova Accademia S.r.l. concerning the result of the verification of the admission requirements;
- to provide all the information necessary for the issue of a visa (if applicable) and for the enrolment procedure;
- to provide support services to disabled students or to students with certified learning difficulties;
- to aggregate and analyse the information collected to improve our range of educational courses;
- to comply with requests and instructions from the MIUR – Italian Ministry of Education, University and Research;
- to exercise the rights of the Data Controller.

3.2) 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 guardians about admission results and enrolment procedures;
- transmit your personal data to Nuova Accademia S.r.l. partner companies offering housing services;

- send you communications and/or promotional offers about 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.

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 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.

7) Where we store your 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.

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/registration application.

9) What are your rights in relation to the GDPR?

In accordance with the provisions of the GDPR, Nuova Accademia S.r.l. guarantees you the following rights:

- to obtain confirmation of whether or not your personal data are being processed and, if so, obtain access to such data (Article 15, Right of access);
- to obtain the rectification, without undue delay, of inaccurate personal data concerning you (Article 16, Right to rectification);
- to obtain the erasure of personal data concerning you without undue delay. Nuova Accademia S.r.l. is obliged to erase personal data without undue delay, provided certain conditions apply (Article 17, Right to be forgotten);
- to obtain the restriction of processing in certain cases (Article 18, Right to restriction of processing);
- to receive, in a structured format, in common use and readable by an automatic device, the personal data that you have provided to us and where applicable to transmit them to another Data Controller (Article 20, Right to data portability);

- to object at any time, for reasons connected with your particular situation, to the processing of personal data concerning you (Article 21, Right to object);
- to receive, without undue delay, communication of any personal data breach suffered by Nuova Accademia S.r.l. (Article 34);
- to withdraw your expressed consent at any time (Article 7, Conditions for consent).

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 E-mail: privacy@naba-da.com

The Data Protection Officer is Frareg S.r.l. – Viale Jenner 38 – 20159 Milano MI E-mail: dpo@frareg.com – Tel.: +390269010030

12) Update to this Information Notice

This Information Notice may be subject to change. Any substantial changes will be communicated to you via e-mail or through our student personal area.

I declare that I have read the Information Notice in relation to Art. 13 of the GDPR 679/16 and consent to the processing of my data.

I agree to the processing of my personal data for the specific purposes of point 3.2 as I indicate by ticking the boxes below:

I agree to the use of my photographs and/or videos for educational, institutional or promotional purposes, on Nuova Accademia S.r.l. websites and social networks (e.g. Facebook, Youtube, etc.);

I agree to informing my parents or guardians about admission results and enrolment;

I agree to the transmission of my personal data to Nuova Accademia S.r.l. partner companies offering housing services;

I agree to receive information from Nuova Accademia S.r.l. or from other schools of Galileo Global Education Italia about Campus initiatives, scholarships, courses and events that may be of interest to me.

Date _____

Signature (legible) of Data Subject _____

GENERAL CONDITIONS

1. In accordance with the article 52, 1st paragraph of the Consumer Code: for signed contracts, contractual proposals of registration at distance, and for any contract negotiated outside the site of “Nuova Accademia” (NABA), it is recognised to the student the right to withdraw from the contract without the risk of incurring in any extra expenditure and without the payment of any penalty, within fourteen working days from the conclusion of the contract (upon receiving the contract/enrolment form).

The student willing to withdraw shall send a written notification by registered mail containing name and surname, the address of the student, date and place, student’s signature; it will be considered termination date, the date when the registered mail will be received. The written notification shall be addressed to: Nuova Accademia Srl – Via C. Darwin 20, 20143 Milano (MI).

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

3. NABA will activate courses only if a minimum of participants will enrol. If a minimum of participants will not be achieved, the course will not take place. NABA will promptly communicate to the student if a course will be run or not. NABA will inform students at least 21 days prior the beginning of the course whether it will not be run. In such event, NABA will refund the students in the shortest possible term. NABA is exempted by any extra costs incurred by students (i.e. travel, food, accommodation...) for the enrolment and admission process.

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

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

If a student withdraws up to:

- 90 days before the beginning of the programme, has the right to get the full refund of the tuition fee minus €150 as administration fee
- 30 days before the beginning of the programme, has the right to get the 50% refund of the tuition fee minus €150 as administration fee.

5. Enrolment to a course, together with the payment of the required enrolment fee, creates a binding agreement to follow the course and to pay the full fees. NABA reserves the right (excepting what’s stated on paragraphs 1-2-3) to dismiss or expel a student at any time for non-payment of fees or any other due amount, failure to meet the ongoing attendance requirement, late commencement of study and/or withdrawal from courses commenced under any circumstances (personal reason, health problem, family related problem...). No refunds

will be granted to the student (including any prepaid fees or deposits) dismissed under this paragraph.

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

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

8. Classes will take place according to what is foreseen in the yearly academic calendar.

9. NABA guarantees to students access to educational areas for all the duration of classes as foreseen for the academic year, and for the number of hours necessary to complete the programme. Further access to didactic structures is subject to didactic scheduling needs and logistic availability.

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

11. Each and every Intellectual Property Rights that will result from the creative and inventive activities related to the projects that will be carried out by individual students or groups of students, within an educational project, under the guidance of NABA’s teachers and / or directors, and any and all materials created, designed and carried out by students during the academic activity (i.e. essays, researches, sketches/drawings, models, presentations) will be exclusive property and ownership of NABA and will be for free and out righted remised to NABA. NABA will hold each and every right for taking advantage of the material and use it for economic purposes. Moreover, NABA will also have the right to use the material for any and all purposes such advertisements, promotion, internal policy, information, didactic research, educational projects etc... (These are not exhaustive examples). Consequently,

NABA will hold each and every right to register the Intellectual Property Rights and copyrights in national, European and international registers, without prejudice to the student right to be recognised as author.

12. Enrolment fee and tuition fee do not include photocopies, lecture notes, colour printings, materials to be used for all project workshops, computer rendering of the final thesis as well as participation in competitions and exhibitions.

13. Students are expected to conduct themselves at all times in a manner which demonstrates respect for NABA and its staff, fellow students / delegates and property. Breaches of the Student Code of Conduct can amount to gross misconduct, which may lead to expulsion from study (without refund) and

refund for damage property.

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

15. It is forbidden to bring dogs and other animals on NABA campus.

16. NABA is not responsible under any condition for any object lost or property left unattended in the Academy structures.

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

Place and date _____

(Student signature) _____

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

The applicant can contact Nuova Accademia Srl concerning the data processing procedures e-mail - privacy@naba.it

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

Place and date _____

(Student signature) _____

Following art. 1341 e 1342 c.c. I declare to have read and approved articles:

2) Missing refund of application fee 3) Non activation of the course 4) Cancellation and/or changement of the Course and its location 5) Obligation to pay fees, contribution to didactics, tuition fee 6) Re enrolment and adjustment of the tuition fee 7) Suspension of studies and reconjunction of a student's career 8) NABA's right to use its discretion to determine number of courses 11) Language skill verification 13) NABA's exoneration from liability 14) NABA intellectual property rights 15) Costs excluded from the fees, rates and contributions 16) Fine for late payments 17) Persistent delay in the payment of fees-consequences-suspension or exclusion from the programme and from the exams 21) NABA's exoneration from liability in case of loss and misplacement of student's personal effects 22) Obligation to submit documentation of family income bracket - consequences in case of no-show 23) Graduation Thesis Fee 25) Visa and stay permit requirements 26) Milan legal court.

Place and date _____

(Student signature) _____