

Application Form

Bachelor of Arts Degree Program

Applicant's contact details *(fill out in block capital letters)*

Family name:	
First name:	
Birth date:	Sex: Female <input type="checkbox"/> Male <input type="checkbox"/>
Place of birth (city):	
Place of birth (country):	
Citizenship:	
Permanent address (street name, zip code, town, country):	
Home phone number (including country and area code):	
Mobile phone number (including country and area code):	
Fax number:	
E-mail:	

I would like to study in the department of:

- Design (Interior, Industrial)
- Fashion and Textile Design
- Graphic Design and Art Direction
- Media Design (film and video, animation, new media)
- Theatre Design
- Visual Arts (painting, video art, photography, public art)

Alternative schedule *(Monday to Friday, 17.30-21.30, and one/two Saturday per month)*

- Design (Interior, Industrial)
- Fashion and Textile Design
- Graphic and Art Direction

If you are already a student in Higher Education, please specify the Institution where you are enrolled, as well as the course you are currently following:

Institution:

Course name:

Year attended:

How did you find out about NABA?

Bachelor of Arts (BA) Degree program

	Enrolment fee (by June 30 th)	Tuition fee (by October 5 th)	Total fee
EU + EFTA students *	1.500 €	6.000 €	7.500 €
Non-EU students	1.500 €	8.000 €	9.500 €

Bachelor of Arts (BA) Degree program – Alternative schedule

	Enrolment fee (by June 30 th)	Tuition fee (by October 5 th)	Total fee
EU + EFTA students *	1.500 €	3.500 €	5.000 €
Non-EU students	1.500 €	3.500 €	5.000 €

* Turkish and EFTA (Iceland, Liechtenstein and Norway) citizens are included in the EU + EFTA fee structure.

I hereby declare that I have read, understood and accepted the information included in the attached sheets 1 (Admission requirements), 2 (Admission Procedure) and 3 (Important notice) on page 3, 4, 5 and 6 of the present PDF document*.

Date:

Signature:

*** Please notice that only page 1 and 2 of the present PDF Document together with a copy of the wire transfer (please see payment procedure on page 4) must be sent by fax (+39 02 97372289) to the attention of the International Relations Office.**

We declare in compliance with Law 196/2003 containing provision for safeguarding individuals and other subjects with regard to the treatment of personal data, that any personal information you submit will be treated in accordance with the principle of just use, legality and with full respect for your privacy and other rights.

Attached sheet 1

Admission requirements

Students wishing to attend the Undergraduate three-year BA program are required:

- 1) to hold a high-school diploma
- 2) to pass an admission test
- 3) to demonstrate proficiency in the Italian language
- 4) to enrol within the established terms.

1) High School Diploma

According to Italian (and EU) law, to be considered valid for admission to the Italian (and EU in general) University/Academic system the diploma should be obtained after at least 12 years of previous recognized education.

To enquire about the validity of your academic title, please check it requiring the “perfezionamento documenti” at the Italian Embassy or Consulate of your school’s country (e.g. a German High School diploma in France must be validated by the Italian Embassy in Germany).

The Italian Embassy or Consulate must issue a “Value Declaration” (“DICHIARAZIONE DI VALORE”), a document certifying that the original diploma is equivalent to the Italian diploma.

For a full list of the Italian representative authorities around the world see here:

<http://www.esteri.it/MAE/IT/Ministero/Rappresentanze/>

IMPORTANT:

The “Dichiarazione di Valore” (value declaration) is the document which certifies that the student’s high school diploma is equivalent to the Italian one, therefore that the student is eligible to attend Italian university. You will have to request it if you want to study in Italy attending any University/Academy which is legally recognized by the Ministry of University and Research.

2) Admission test

All NABA students have to pass an admission exam, which is divided into a creativity test and a motivational interview. The test takes place within the month of September, after the course of technical Italian for design (paragraph 4).

3) Language requirement

The language requirement varies according to the student’s mother tongue:

- Far East and Middle East: 500 hrs
- Eastern Europe: 360 hrs
- Other European countries (including English speaking countries): 320 hrs
- Spanish and Portuguese speaking countries: 160 hrs

Students have to complete the language requirement before starting the course of Technical Italian for design.

4) Course of Technical Italian for design

The motivational interview (part of the admission test) takes place in Italian, so it is necessary to have a reasonable command of the language before taking the test. For this reason NABA offers, without additional cost, a 3-weeks compulsory course (language and technical vocabulary).

At the beginning of the course you will take an assessment test in order to define the most appropriate level of the course you should join.

5) Enrolment and tuition fees

Bachelor of Arts (BA) Degree program

	Enrolment fee (by June 30 th)	Tuition fee (by October 5 th)	Total fee
EU + EFTA students *	1.500 €	6.000 €	7.500 €
Non-EU students	1.500 €	8.000 €	9.500 €

Bachelor of Arts (BA) Degree program Alternative schedule

	Enrolment fee (by June 30 th)	Tuition fee (by October 5 th)	Total fee
EU + EFTA students *	1.500 €	3.500 €	5.000 €
Non-EU students	1.500 €	3.500 €	5.000 €

Turkish and EFTA (Iceland, Liechtenstein and Norway) citizens are included in the EU + EFTA fee structure.

6) Payment Procedure

Students must send the following documents by fax (0039 02 97372280) to the attention of the International Relations Office:

- 1) Pre-enrolment application form (page 1 and 2 of this PDF document)
- 2) Copy of the enrolment fee's wire transfer
- 2A) The enrolment fee will be refunded only if visa is rejected and the student sends a rejection declaration issued by the Italian Embassy.

Please notice that in case the student fulfils the requirements to be refunded for the enrolment fee, the Academy will retain an administrative fee of 150 €

2B) Please specify the cause of the payment by writing your name (the students) on the wire transfer.

Nuova Accademia s.r.l.
Via C. Darwin 20 - 20143 Milano -Italy
Banca Popolare di Novara
Agenzia 10 Mi
ABI 05608CAB01610 CING
CURRENT ACCOUNT # 20020
SWIFTCODENVRBIT21131
IT68 G05608 01610 000000020020

Only after payment registering procedures have been completed by the NABA financial administration, can we proceed to the student's formal pre-enrolment. NABA will then send the official acceptance letter requested by the Embassy or Consulate of the student's residence country in order to complete the visa procedure.

Attached sheet 2

Admission procedure

EU + EFTA STUDENTS (Iceland, Liechtenstein, Norway)

1st step

Within June 30th (deadline): get in touch with NABA International Office (int.info@naba.it) and send us (via email, airmail or fax):

- this application form duly signed and filled in with all your details
- a copy of the enrolment fee (1500 €) payment receipt.

As soon as NABA will receive the enrolment fee payment (€1.500), we will issue the official pre-admission certificate.

In the pre-admission certificate you will find all the information regarding the next steps of your admission (technical Italian language course, admission exam, classes starting).

Be ready in any case to come to NABA by the end of August/beginning of September.

2nd step

Within September 30th (deadline): as soon as you get your academic qualification from your school/University, request to the nearest Italian Embassy/Consulate/Cultural Institute the “perfezionamento documenti”.

The Embassy/Consulate/Cultural Institute will provide you with all the details on how to start and follow the “perfezionamento documenti” procedure, as well as informing you about any additional document you have to provide.

For a full list of the Italian representative authorities around the world see here:

<http://www.esteri.it/MAE/IT/Ministero/Rappresentanze/>

NON-EU STUDENTS

1st step

Within April 30th (deadline): get in touch with NABA International Office (int.info@naba.it) and send us (via email, airmail or fax):

- this application form duly signed and filled in with all your details
- a copy of the enrolment fee (1500 €) payment receipt.

As soon as NABA receives the enrolment fee payment (€ 1.500), we will send you the official pre-admission certificate.

In the pre-admission certificate you will find all the information regarding the next steps of your admission (technical Italian language course, admission exam, classes starting).

Be ready to come to NABA by the end of August/beginning of September.

2nd step

Within April 15th and May 15th (deadlines yearly established by the Italian Ministry of Education, so please double-check it with the Italian Embassy/Consulate/Cultural Institute).

Request to the nearest Italian Embassy/Consulate/Cultural Institute:

- the “perfezionamento documenti”
- the “domanda di pre-iscrizione”.

The Embassy/Consulate/Cultural Institute will provide you with all the details on how to start and follow both the “perfezionamento documenti” and the “pre-iscrizione” procedures, as well as informing you about any additional document you have to provide.

For a full list of the Italian representative authorities around the world see here:

<http://www.esteri.it/MAE/IT/Ministero/Rappresentanze/>

IMPORTANT: Without the “domanda di pre-iscrizione” duly filled in and signed, you will not be allowed to get the student visa, so you absolutely have to follow this procedure (even if e.g. you do not have your original high-school diploma yet, please always enquire at the Italian Embassy/Consulate/Cultural Institute).

Attached sheet 3 Important notice

Please notice that:

- A) All classes are currently held in Italian. Students should therefore have a reasonable command of the Italian language (for language requirement see attached sheet 1, page 3).
- B) The enrolment procedure to the NABA course chosen will be completed only when the student has duly filled out and signed the agreement (“immatricolazione”) at NABA administration office.
- C) In some non-EU countries, Italian Embassies require to pay the entire tuition fee in order to get the student visa. Please enquire at the International Relations Office.
- D) Cancellation policy: the enrolment fee cannot be refunded under any conditions. Non-EU students who have completed the tuition fee payment in order to get the visa, will be refunded 50% of the tuition fee in case of withdrawal prior to July 30th. After this deadline, they will not be refunded. Refunds will be given in case of visa rejection only.
Visa rejection will have to be proved by sending to NABA the Embassy/Consulate rejection certificate.
- E) Students who withdraw from lessons and do not attend them – for any reason, including force majeure – after having accepted and signed the enrolment agreement (“immatricolazione”), will have to pay the entire tuition fee, having no right not to pay the agreed amount of money as established in the enrolment agreement (“immatricolazione”).
- F) The present regulation shall be considered read and approved in all its parts by the signature appointed on bottom of the application form on page 2 of the present PDF document.