

## TWO-YEAR MASTER OF ARTS DEGREE PROGRAMS ACADEMIC YEAR 2013 - APPLICATION FORM

Print-out each page of this form. Please print clearly or type your answers to all questions in capital letters, and return this form to the International Registrar Office.

ALL ITEMS ARE COMPULSORY.

**Mail completed application form to:**

NABA Nuova Accademia di Belle Arti Milano  
C.A. International Admissions Office  
Via C. Darwin, 20 - 20143 Milano  
Italy

**Or email to:**

admissions@naba.it

### THE UNDERSIGNED

|  |
|--|
| First name   |
| Surname  |
| Date of birth  |
| Place of birth   |
| Country  |
| Nationality  |
| Sex F( ) M ( )   |
| Permanent address  |
| Town   |
| ZIP code   |
| Country  |
| Home phone number (including country and area code)        |
| Mobile phone number (including country and any other code) |
| Fax number if available (including country and area code)  |
| Email address  |
| Graduated at (name of University/Academy of graduation)    |
| In (Department / subject of graduation)                    |
| Graduation year  |
| Graduation grade (if available)                            |

## OTHER INFORMATION

How did you hear about NABA?

Brochure

Web site\*

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

## REQUIRES

To be admitted for the academic year 2013 to the first year of the following two-year Master of Arts Degree program:

|  |                          |
|--|--------------------------|
| COMMUNICATION DESIGN (in Italian language)                       | <input type="checkbox"/> |
| FILM AND NEW MEDIA (in Italian language)                         | <input type="checkbox"/> |
| DESIGN - Specialization in Interior Design (in English language) | <input type="checkbox"/> |
| DESIGN - Specialization in Product Design (in English language)  | <input type="checkbox"/> |
| FASHION AND TEXTILE DESIGN (in English language)                 | <input type="checkbox"/> |
| VISUAL ARTS AND CURATORIAL STUDIES (in Italian language)         | <input type="checkbox"/> |

## DECLARES

To have fully read, understood and accepted the admission regulation and conditions specified in the attached "General information" and "General conditions" sheets.

## ATTACHES

To the present application form the following documents:

|  |                          |
|--|--------------------------|
| Curriculum vitae/resume  | <input type="checkbox"/> |
| Artistic and professional portfolio of projects  | <input type="checkbox"/> |
| Motivation letter  | <input type="checkbox"/> |
| Study plan (academic transcript) of previous studies, translated into English/Italian, listing subjects and exams, with corresponding number of hours/credits and short description of each subject's program  | <input type="checkbox"/> |
| Copy of Bachelor Degree/Academic diploma (if available) translated into English/Italian  | <input type="checkbox"/> |
| Documentation regarding further courses or seminars attended (if available)  | <input type="checkbox"/> |
| Certificate attesting the knowledge of the Italian or English language (according to the chosen program), or letter of purpose stating the student's commitment to learn Italian or English language (intermediate level B2 according to the Common European Framework of Reference) | <input type="checkbox"/> |
| Copy of passport   | <input type="checkbox"/> |
| Payment receipt of 100 euro application fee  | <input type="checkbox"/> |

Date \_\_\_\_\_

Student's signature \_\_\_\_\_

## GENERAL INFORMATION

### Audience

Each program has its own specific admission requirements, related to the kind of degree and specific technical and project skills.

The evaluation commission is led by each program's Director and will evaluate whether the degree corresponds to requirements and will identify possible educational credits or debts upon assessing the candidate's application.

### Admission process

Admissions are based on a personal evaluation by the course Director.

Within 7 days from the application, NABA will inform the candidates about the acceptance and, in case of positive feedback, will send the Admission Letter and Enrolment Form to the students.

### Deadlines

Applications can be sent by post or e-mail within November 30, 2012.

Please notice that each course has 25 available 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.

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

Upon receiving the enrolment form filled in and signed and the pre-enrolment fee payment, NABA will provide students with all necessary assistance in order to apply for the student visa.

To obtain the visa, students shall submit a specific pre-enrolment form (called Modello F bis) to the Italian Embassy/Consulate in their country of origin.

The deadline to apply for pre-enrolment is usually scheduled by the end of May of each year, but may vary according to the guidelines yearly provided by the Italian Ministry of Education: students are invited to enquire directly the Italian Embassy/Consulate in the country of origin.

### Language proficiency

NABA postgraduate programs are taught in Italian or English.

Students are required to submit evidence of the knowledge of the language according to the chosen program. The requested level for Italian and English programs is an intermediate level (B2 - according to the Common European Framework of Reference).

Students who do not have the language requirement when applying can submit a letter of purpose stating the student's commitment to reach the requested level within the program commencement. The following indicative outline may help students in understanding the number of study hours need to reach the requested level:

- Oriental and Middle Eastern students: 500 hrs
- Eastern European students: 360 hrs
- Other Europeans, including English speaking students: 320 hrs
- Spanish and Portuguese speaking students: 160 hrs.

### Italian Ministry of Education, University and Research: Entry Requirements

Students holding a non-Italian Bachelor Degree shall contact the Italian Embassy or Consulate in the country where the degree was issued in order to ask for the so called "perfezionamento documenti", consisting in:

- a. Translation into Italian - made by a certified translator - of the student's Bachelor Degree.
- b. Translation into Italian - made by a certified translator - of the student's Academic Transcripts.

c. “Dichiarazione di valore in loco” (Declaration of Value) of the student’s Bachelor Degree. The “Dichiarazione di valore in loco” is the document attesting that the study qualification obtained in the student’s country of residence is valid for accessing Italian Universities/Academies.

For a complete list of Italian representative authorities worldwide please see:  
<http://www.esteri.it/MAE/IT/Ministero/Rappresentanze/>

The legalized and translated documents, as well as the “Dichiarazione di valore in loco” will be sent to NABA by the Italian Consulate or Embassy, or they will be directly issued to the student. In the latter case, the student shall submit them to NABA International Admissions Office as soon as available.

## GENERAL CONDITIONS

### Tuition fees and payment conditions

The total fee for program’s attendance is € 9.450 for Italian and EU citizens and € 12.550 for non-EU citizens per each academic year (full fee, including enrolment, tuition fees and local community tax), to be paid as follows:

#### ITALIAN AND EU CITIZENS

##### FIRST ACADEMIC YEAR

| Payment | Deadline                                 | Description                              |
|---------|--|--|
| €3.000  | within one month from the admission date | pre-enrolment fee                        |
| €100    | within one month from the admission date | local community tax for academic studies |
| €3.175  | by January 10th, 2013                    | first instalment of tuition fee          |
| €3.175  | by April 30th, 2013                      | secondo instalment of tuition fee        |

##### SECOND ACADEMIC YEAR

| Payment | Deadline              | Description                              |
|---------|-----------------------|--|
| €3.000  | by June 30th, 2013    | re-enrolment fee                         |
| €100    | by June 30th, 2013    | local community tax for academic studies |
| €3.175  | by October 31st, 2013 | first instalment of tuition fee          |
| €3.175  | by January 31st, 2014 | second instalment of tuition fee         |

#### NON-EU CITIZENS

##### FIRST ACADEMIC YEAR

| Payment | Deadline                                 | Description                              |
|---------|--|--|
| €3.000  | within one month from the admission date | pre-enrolment fee                        |
| €100    | within one month from the admission date | local community tax for academic studies |
| €9.450  | by January 10th, 2013                    | tuition fee                              |

##### SECOND ACADEMIC YEAR

| Payment | Deadline              | Description                              |
|---------|-----------------------|--|
| €3.000  | by June 30th, 2013    | re-enrolment fee                         |
| €100    | by June 30th, 2013    | local community tax for academic studies |
| €4.725  | by October 31st, 2013 | first instalment of tuition fee          |
| €4.725  | by January 31st, 2014 | second instalment of tuition fee         |

### Application fee

In order to apply and be considered for admission to the NABA Master Programs, candidates shall pay an application fee of 100 Euro.

The fee must be settled by bank transfer to:

**Account holder:**

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

**Bank name and agency:**

Banco Popolare Soc. Coop., Agenzia 10 Mi SWIFTCODE: NVRBIT21131

IBAN CODE: IT68 G05608 01610 000000020020

**Reason for payment:**

Please clearly specify name of student/program chosen

*Please notice that all bank, credit card and third party charges have to be covered by the applicant and that the application fee is not refundable for any reason.*

### Important information

- Application dossiers will be taken into consideration only if complete and received within the established deadline.
- Each student is responsible for the language level she/he will reach in order to successfully join the chosen program.
- Programs will start only upon the attainment of a minimum number of enrolled students. In case the selected program will not start, NABA will inform students within November 30th, 2012.
- European Economic Space Citizens (Iceland, Liechtenstein, Norway) are treated like EU citizens.
- The present application form shall be considered read and approved in all its parts by the signature on page 2.