

**Admission
Pack 2023-24**

SHORT COURSES



You can apply in the following ways:
 1. New online enrolment service: visit the Istituto Marangoni website <https://www.istitutomarangoni.com/en/> and fill out the registration form for your chosen course and pay directly online through credit card or bank transfer.
 2. Admission form sent by email or by post must include the following documents.
 Istituto Marangoni Milano • The School of Fashion • Via Verri, 4 • 20121 Milano • Italia
 admissions.milano@istitutomarangoni.com • t. + 39 02 7631 6680

ISTITUTO MARANGONI MILANO • THE SCHOOL OF FASHION • Summer 2023-24

	INTAKE	START DATE	END DATE	LANGUAGE ¹	LESSON HOURS	COURSE TYPE	DELIVERY MODE	TUITION FEE ONLY
<input type="checkbox"/> Fashion Design	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Marketing For Luxury	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Marketing For Luxury	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Social Media For Fashion	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Social Media For Fashion	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Social Media For Fashion	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Social Media For Fashion	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Music Design	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Style Yourself: My Fashion Profile	Jun 23	19 Jun 23	7 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks for teenagers	onsite	€ 5.900 ²
<input type="checkbox"/> Style Yourself: My Fashion Profile	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks for teenagers	onsite	€ 5.900 ²
<input type="checkbox"/> Fashion Design: Your First T-Shirt Collection	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks for teenagers	onsite	€ 5.900 ²
<input type="checkbox"/> Fashion Design: Your First T-Shirt Collection	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks for teenagers	onsite	€ 5.900 ²
<input type="checkbox"/> Fashion Design (16-17 years old)	Jun 23	12 Jun 23	16 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	25	1 week for teenagers	onsite	€ 1.900 ²

1) All lessons can be delivered with a translation service;
 2) Full package with accommodation in families.

ENROLMENT INFORMATION for Summer courses

Minimum application document required:

- Application form;
- Copy of passport / ID (for students under 18, please provide the parent/legal representative's and guardian's passport or ID card);
- Copy of bank transfer of tuition fee;
- Signed terms and conditions 2023-24.

APPLICATION FORM for Summer courses

1a • Personal data

Family name Name

Place of birth Date of birth (dd/mm/yy) Sex m / f

Nationality Fiscal code (only for Italian residents)

1b • Permanent address

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

1c • Address for correspondence (only if different from permanent address)

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

1d • In case of students underage of 18 parent legal representative guardian (check one box)

Family name Name

Place of birth Date of birth (dd/mm/yy) Sex m / f

Nationality Fiscal code (only for Italian residents)

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

2 • I pay tuition fee by wire transfer:

Istituto Marangoni / Milano School
 Bank: BNL – Agenzia Milano Centrale
 Address: Via Santa Margherita 12/14, Milano
 Account: 0000 0001 6296
 Swift: BNLIITRRXXX
 Iban: IT42U0100501600000000016296
 When making the bank transfer, please use full name as stated in your passport as a payment reference.
 Please send a copy of the bank transfer together with the application form.

3 • I pay tuition fee by credit card:

I am paying the school fee by credit card: Visa American Express Mastercard Eurocard

Name as it appears on the card Credit card number Expiry date

Cardholder full address Cardholder signature

In certain circumstances, Istituto Marangoni reserves the right to cancel an advertised course. For example, if it is judged that the number of enrolled students is likely to compromise our exacting standard and if certain other unforeseen situations arise. In these circumstances notification will be made to all concerned, a month before the beginning of the course. The institute is not legally bound. all students already enrolled will receive a full refund. Cancellation with written notice 60 days before the course starting date: full refund; 59-30 days before starting date: 50% refund; within 29 days: no refund will be issued. Please check at your Italian embassy / Consulate whether you need an entry visa. This application form together the waiver of responsibility letter, must be signed by a parent or guardian if the student is 16 or 17 years of age. By submitting this application, I certify to Istituto Marangoni that all information in this application and in my supporting documentation is true.

I have read the present prospectus and I agree to the general conditions concerning the courses and to the cancellation policy (ex art. 1341 C.C.).

Date Student's (or legal representative's) signature



You can apply in the following ways:
 1. New online enrolment service: visit the Istituto Marangoni website <https://www.istitutomarangoni.com/en/> and fill out the registration form for your chosen course and pay directly online through credit card or bank transfer.
 2. Admission form sent by email or by post must include the following documents.
 Istituto Marangoni Milano • The School of Design • Via Cerva, 24 • 20122 Milano • Italia
admissions.design@istitutomarangoni.com • t. + 39 02 7631 6680

ISTITUTO MARANGONI MILANO • THE SCHOOL OF DESIGN • Summer 2023-24

	INTAKE	START DATE	END DATE	LANGUAGE ¹	LESSON HOURS	COURSE TYPE	DELIVERY MODE	TUITION FEE ONLY
<input type="checkbox"/> Interior Design	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Interior Design	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Interior Design	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Interior Design	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Product Design	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Product Design	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Product Design	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Digital Graphic Design	Jun 23	19 Jun 23	7 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Digital Graphic Design	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Digital Graphic Design	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Interior Design For Professionals	Apr 23	20 Apr 23	3 May 23	<input type="checkbox"/> Ptg <input type="checkbox"/> Eng	40	2 weeks	onsite	€ 3.500

1) All lessons can be delivered with a translation service.

ENROLMENT INFORMATION for Summer courses

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- Application form;
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- Copy of bank transfer of tuition fee;
- Signed terms and conditions 2023-24.

APPLICATION FORM for Summer courses

1a • Personal data

Family name Name
 Place of birth Date of birth (dd/mm/yy) Sex m / f
 Nationality Fiscal code (only for Italian residents)

1b • Permanent address

Street address City/state
 Postcode/zip code Country
 Tel. - country code Area code Number
 Email Mobile Number

1c • Address for correspondence (only if different from permanent address)

Street address City/state
 Postcode/zip code Country
 Tel. - country code Area code Number
 Email Mobile Number

1d • In case of students underage of 18 parent legal representative guardian (check one box)

Family name Name
 Place of birth Date of birth (dd/mm/yy) Sex m / f
 Nationality Fiscal code (only for Italian residents)
 Street address City/state
 Postcode/zip code Country
 Tel. - country code Area code Number
 Email Mobile Number

2 • I pay tuition fee by wire transfer:

Istituto Marangoni / Milano School
 Bank: BNL – Agenzia Milano Centrale
 Address: Via Santa Margherita 12/14, Milano
 Account: 0000 0001 6296
 Swift: BNLITRRXXX
 Iban: IT42U0100501600000000016296
 When making the bank transfer, please use full name as stated in your passport as a payment reference.
 Please send a copy of the bank transfer together with the application form.

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I am paying the school fee by credit card: Visa American Express Mastercard Eurocard

Name as it appears on the card Credit card number Expiry date
 Cardholder full address Cardholder signature

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Date Student's (or legal representative's) signature



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 2. Admission form sent by email or by post must include the following documents:
 Istituto Marangoni Firenze • The School of Fashion & Art • Via De' Tornabuoni, 17 • 50123 Firenze • Italia
admissions.firenze@istitutomarangoni.com • t. + 39 05 50351220

ISTITUTO MARANGONI FIRENZE • THE SCHOOL OF FASHION & ART • Summer 2023-24

	INTAKE	START DATE	END DATE	LANGUAGE ¹	LESSON HOURS	COURSE TYPE	DELIVERY MODE	TUITION FEE ONLY
<input type="checkbox"/> Fashion Design	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Business	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Jul 23	10 Jul 23	28 Jul 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Sep 23	4 Sep 23	22 Sep 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Styling	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Marketing For Luxury	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Digital Art in Fashion	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Digital Art in Fashion	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Luxury Accessories & Shoes Design	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Luxury Accessories & Shoes Design	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Illustration	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Illustration	Jan 24	8 Jan 24	26 Jan 24	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Experimental Textile Design	Jun 23	12 Jun 23	30 Jun 23	<input type="checkbox"/> Eng <input type="checkbox"/> Ita	75	3 weeks	onsite	€ 4.100

1) Lessons might be delivered with a translation service.

ENROLMENT INFORMATION for Summer courses

Minimum application document required:

- Application form;
- Copy of passport / ID (for students under 18, please provide the parent/legal representative's and guardian's passport or ID card);
- Copy of bank transfer of tuition fee;
- Signed terms and conditions 2023-24.

APPLICATION FORM for Summer courses

1a • Personal data

Family name	Name	
Place of birth	Date of birth (dd/mm/yy)	Sex m / f
Nationality	Fiscal code (only for Italian residents)	

1b • Permanent address

Street address	City/state	
Postcode/zip code	Country	
Tel. - country code	Area code	Number
Email	Mobile Number	

1c • Address for correspondence (only if different from permanent address)

Street address	City/state	
Postcode/zip code	Country	
Tel. - country code	Area code	Number
Email	Mobile Number	

1d • In case of students underage of 18 parent legal representative guardian (check one box)

Family name	Name	
Place of birth	Date of birth (dd/mm/yy)	Sex m / f
Nationality	Fiscal code (only for Italian residents)	
Street address	City/state	
Postcode/zip code	Country	
Tel. - country code	Area code	Number
Email	Mobile Number	

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I am paying the school fee by credit card: Visa American Express Mastercard Eurocard

Name as it appears on the card	Credit card number	Expiry date
Cardholder full address		Cardholder signature

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I have read the present prospectus and I agree to the general conditions concerning the courses and to the cancellation policy (ex art. 1341 C.C.).

Date	Student's (or legal representative's) signature
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INFORMATIVA ART. 13 Regolamento UE 679/16 (GDPR)

1) Perché ricevi questa comunicazione

Istituto Marangoni S.r.l., in qualità di Titolare del Trattamento, vuole informarvi su quali dati raccoglie e con quali modalità, in modo da garantire il rispetto dei tuoi diritti e delle tue libertà fondamentali, con particolare riferimento alla riservatezza e alla sicurezza con cui i dati vengono trattati.

2) Quali dati personali raccogliamo

Istituto Marangoni S.r.l. raccoglie e conserva i tuoi dati:

- anagrafici e identificativi (quali ad esempio nome, cognome, indirizzo di residenza, indirizzo email, corsi di interesse, cittadinanza, sesso, luogo e data di nascita, numero di telefono, copia del documento d’identità);
- bancari propri e/o di chi effettua il pagamento
- ISEE/ISEU e/o dati relativi al reddito e/o al patrimonio proprio e/o dei familiari
- carriera scolastica/curriculum vitae

I dati vengono raccolti al momento dell’iscrizione e/o successivamente, attraverso i seguenti canali:

- a) compilazione web form;
- b) form cartacei raccolti in occasione dell’accredito all’Open Day Istituto Marangoni;
- c) altri eventi organizzati presso il nostro Campus o in altre sedi.

Possiamo chiedere ai canali social di inviare informazioni sui nostri corsi in base ai profili dei loro utenti e secondo quanto previsto dalla loro politica sul trattamento dei dati, ma non siamo a conoscenza del tuo nominativo.

3) Per quali finalità usiamo i tuoi dati personali

3.1 Istituto Marangoni S.r.l. utilizza i tuoi dati per le seguenti finalità:

- precontrattuali e contrattuali (permettere l’iscrizione al corso da te scelto, nonché l’erogazione delle prestazioni e dei servizi ad essa collegate e/o subordinate – creazione dell’account utente – accesso alle piattaforme web based riconducibili a Istituto Marangoni – accreditarti per manifestazione e/o eventi collegati al tuo piano didattico/formativo – offrirti la possibilità di iscrizione sulla piattaforma Symplicity per restare in contatto con noi anche una volta terminato il corso di studi)

- adempiere agli obblighi derivanti dalla Legge, Regolamenti, normativa comunitaria o da un ordine dell’Autorità (ex. permettere l’erogazione di contributi in denaro e/o borse di studio e/o agevolazioni in genere, qualora se ne riscontri il diritto a riceverli).

- accreditarti in occasione di eventi promossi dal nostro Campus come ad esempio l’Open Day Istituto Marangoni;

- contattarti e inviarti informazioni sui nostri corsi tramite mail o telefono a seguito delle tue richieste;

- aggregare e analizzare le informazioni raccolte per migliorare la nostra offerta didattica;

- esercitare i diritti del Titolare.

3.2 Previo tuo specifico consenso:

- Utilizzare tue fotografie e/o filmati per iniziative didattiche, istituzionali o info-promozionali anche su sito internet del Titolare;

- inviarti comunicazioni e/o offerte promozionali relative alle iniziative del Campus, alle nostre Borse di studio, ai nostri corsi e agli eventi che ti potrebbero interessare;

- inviarti comunicazioni e/o offerte promozionali delle altre scuole di Galileo Global Education Italia;

- inserimento dei tuoi dati nelle nostre banche dati al fine di effettuare attività di profilazione per poterti inviare proposte e offerte in linea con i tuoi interessi.

4) Per quanto tempo conserviamo i tuoi dati personali

Per le finalità di cui al punto 3.1 conserviamo i tuoi dati personali per tutta la durata del rapporto contrattuale instaurato e anche oltre il termine decennale di prescrizione dalla cessazione del rapporto per adempiere ad obblighi di legge nonché per finalità di tutela giurisdizionale.

Per le finalità di cui al punto 3.2, conserviamo i tuoi dati fino a 5 anni dalla fine del rapporto contrattuale.

Laddove sia previsto il termine, una volta decorso, i dati saranno distrutti o resi anonimi; gli altri dati non soggetti a termine di conservazione saranno conservati secondo i principi dettati dal GDPR.

5) La sicurezza dei tuoi dati personali

Il trattamento dei tuoi dati avverrà mediante strumenti idonei a garantirne la riservatezza, l’integrità e la disponibilità. Il trattamento è effettuato su supporto cartaceo e mediante sistemi informativi e/o automatizzati e comprenderà tutte le operazioni o complesso di operazioni previste all’art. 4 del GDPR e necessarie al trattamento in questione, ivi inclusa la comunicazione nei confronti dei soggetti incaricati al trattamento stesso. I dati in questione non saranno oggetto di diffusione; invece, saranno o potranno essere comunicati a soggetti, pubblici o privati, che operano nell’ambito delle finalità sopra descritte.

6) Chi può accedere ai tuoi dati personali

Possono accedere ai tuoi dati esclusivamente persone autorizzate nell’ambito delle mansioni assegnate da Istituto Marangoni S.r.l. Potrebbero altresì avere accesso ad alcuni dei tuoi dati persone autorizzate dipendenti di Galileo Global Education/Galileo Global Education Italia (Società Capogruppo, proprietaria di Istituto marangoni S.r.l.), nonché di NABA (Nuova Accademia S.r.l.) e Domus Academy S.r.l., le cui quote sono detenute integralmente da Istituto Marangoni S.r.l., anche in sedi collocate al di fuori dell’Unione Europea.

Potrebbero altresì avere accesso ad alcuni dei tuoi dati soggetti pubblici non economici (es. MIUR, Regione Lombardia) quando la comunicazione è necessaria per lo svolgimento di funzioni istituzionali dell’ente richiedente.

I dati personali non saranno in alcun modo diffusi, potranno essere inoltre comunicati e trattati da soggetti terzi debitamente nominati quali Responsabili del trattamento, come ad esempio collaboratori esterni e società che forniscono specifici servizi strumentali. I dati personali potranno inoltre essere accessibili o potranno essere comunicati a soggetti cui la facoltà di accedere ai suoi dati personali sia riconosciuta da disposizioni di legge o di normativa secondaria o comunitaria.

7) Dove risiedono i tuoi dati personali

La gestione e la conservazione dei tuoi dati personali avverranno su server ubicati all’interno dell’Unione Europea del Titolare e di società terze incaricate e debitamente nominate quali Responsabili del trattamento. I dati non saranno oggetto di trasferimento al di fuori dell’Unione Europea.

8) È obbligatorio acconsentire al conferimento dei tuoi dati?

La trasmissione dei tuoi dati di cui al punto 3.1 e necessaria per stipulare e dare esecuzione al contratto; per le finalità di cui al punto 3.2 è facoltativa, se non acconsenti non potrai venire a conoscenza delle nostre iniziative, dei nostri eventi, dei corsi che attiveremo, né essere ripreso e fotografato durante gli eventi.

9) Quali sono i tuoi diritti in relazione al GDPR?

Secondo le disposizioni del GDPR, Istituto Marangoni S.r.l. garantisce i seguenti diritti:

- ottenere la conferma che sia o meno in corso un trattamento di dati personali che ti riguardano e in tal caso, ottenere l’accesso ai dati personali (Diritto di accesso art. 15);

- ottenere la rettifica dei dati personali inesatti che ti riguardano senza ingiustificato ritardo (Diritto di Rettifica art. 16);

- ottenere la cancellazione dei dati personali che ti riguardano senza ingiustificato ritardo, Istituto Marangoni S.r.l. ha l’obbligo di cancellare senza ingiustificato ritardo i tuoi dati personali, se sussistono determinate condizioni (Diritto all’oblio art. 17);

- ottenere la limitazione del trattamento in determinate ipotesi (Diritto alla limitazione del trattamento art. 18);

- ricevere in un formato strutturato, di uso comune e leggibile da dispositivo automatico i dati personali che ci hai fornito e poterli eventualmente trasmettere a un altro Titolare del trattamento (Diritto alla portabilità dei dati art. 20);

- opporsi in qualsiasi momento, per motivi connessi alla tua situazione particolare, al trattamento dei dati personali che ti riguardano (Diritto di opposizione art 21);

- ricevere senza ingiustificato ritardo comunicazione della violazione dei dati personali subita da Istituto Marangoni S.r.l. (Art. 34);

- revocare il consenso espresso in qualsiasi momento (Condizioni per il consenso art. 7).Frareg S.r.l. - Viale Jenner 38 - 20159 Milano MI

mail: dpo@frareg.com - Telefono: 0269010030

10) Per ogni richiesta puoi rivolgerti ai contatti forniti da Titolare del Trattamento.

Se ritieni che non abbiamo rispettato i tuoi diritti in materia di protezione dei dati personali, puoi rivolgerti all’Autorità Garante per la protezione dei dati personali. In alternativa, se risiedi in un altro Paese, puoi contattare il Garante per la protezione dei dati personali locale.

11) Titolare del Trattamento

Il Titolare del Trattamento è Istituto Marangoni S.r.l. - Via Pietro Verri, 4, 20121 Milano MI

Telefono: 02 7631 6680. E-Mail: privacy@istitutomarangoni.com

Il Responsabile per la protezione dei dati è Frareg S.r.l. – Viale Jenner 38 – 20159 Milano MI

mail: dpo@frareg.com - Telefono: 0269010030

12) Aggiornamento della presente informativa

La presente Informativa può subire variazioni. Eventuali modifiche sostanziali ti saranno comunicate via mail o attraverso il nostro sito internet.

SI NO Dichiaro di aver preso visione dell’informativa ex. Art. 13 del GDPR 679/16 e acconsento al trattamento dei miei dati (si obbligatorio).

SI NO Acconsento al trattamento dei miei dati per la pubblicazione delle tue fotografie e/o filmati per iniziative didattiche, istituzionali o info-promozionali anche su sito internet del Titolare e/o sui social network.

SI NO Acconsento al trattamento dei miei dati per ricevere informazioni su iniziative del Campus, Borse di studio, corsi ed eventi che mi potrebbero interessare.

SI NO Acconsento al trattamento dei miei dati per ricevere informazioni su iniziative relativa alle scuole parti del Gruppo Galileo Global Education Italia.

SI NO Acconsento al trattamento dei miei dati per finalità di profilazione.

Data _____ Firma leggibile dell’interessato _____

Individuazione della responsabilità genitoriale secondo il diritto italiano e autorizzazione da parte dei genitori all’iscrizione di percorsi formativi del minore.

Io sottoscritto/a (padre) guardian 1) _____ nato/a il _____ a _____

e residente in _____ via _____ C.F. _____

e _____ nato/a _____ a _____

e residente in _____ C.F. _____

nella nostra qualità di esercenti la potestà sul minore (cognome nome) _____ nato/a _____ a _____

e residente in _____ via _____

con la presente autorizziamo nostro figlio/a ad iscriversi al corso di formazione _____

che si terrà dal _____ al _____

Presso la sede di Milano: via Verri 4, via Cerva 24 e/o piazza S.Babila 3 oppure presso la sede di Firenze in via De’ Tornabuoni 17. Dichiariamo fin d’ora, in proprio ed in nome e per conto di nostro figlio _____

di essere a conoscenza e di accettare che la responsabilità di Istituto Marangoni S.r.l. è relativa esclusivamente agli orari scolastici ed esclusivamente per gli spazi di Istituto Marangoni Milano di Via Verri 4, Via Cerva 24 e/o piazza S.Babila 3 oppure Istituto Marangoni Firenze di Via De’ Tornabuoni 17, mentre la responsabilità di Linguaviva S.r.l. è relativa a tutte le altre circostanze escluse le ore di libera uscita stabilite e comunicate nei programmi.

1) Autorizziamo espressamente nostro figlio minore ad allontanarsi non accompagnato dalla scuola, o dall’alloggio assegnatogli, negli orari di libera uscita stabiliti nei programmi e comunicati all’atto dell’iscrizione, o nelle altre occasioni specificatamente da noi autorizzare e a voi segnalate con apposita e separata comunicazione, manlevando Istituto Marangoni e Linguaviva S.r.l. da qualsiasi responsabilità per eventuali danni arrecati o subiti in tali circostanze.

2) Manleviamo Istituto Marangoni S.r.l. e Linguaviva S.r.l. da ogni responsabilità riconducibile al di fuori del contratto di servizio offerto.

3) Dichiariamo inoltre di aver provveduto a stipulare una assicurazione sul minore e di essere in regola con la vigente normativa sanitaria.

4) Manleviamo anticipatamente da ogni e qualsiasi responsabilità presente e futura Istituto Marangoni in relazione a danni e incidenti a cose o persone durante lo svolgimento del corso.

5) Per qualsiasi controversia inerente l’esecuzione o l’interpretazione del contratto con I.M. sarà competente in via esclusiva il Foro di Milano.

Firma del Genitore _____ Firma del Genitore _____

Data _____

Ai sensi e per gli effetti dell’art. 1341 e dell’art 1342 cod. civ. si dichiara di aver letto, compreso e accettato le seguenti clausole art. 1 (autorizzazione del minore all’allontanamento non accompagnato), art. 2 (manleva per fatti estranei al contratto), art. 3 (dichiarazione di assicurazione), art. 3 (manleva per i danni), art. 5 (foro convenzionale).

Firma del Genitore _____ Firma del Genitore _____

Data _____

Data _____ Firma leggibile dell’interessato _____



GENERAL CONDITIONS for the enrolment on to the Short Programmes 2023-24

The application form and these enrolment terms ("terms") set out the basis of your application to be enrolled as a student at Istituto Marangoni Srl ("the institute", "we", "our") and will form part of any agreement between the institute and you ("the agreement"). The terms set out your rights and obligations, as well as our obligations and limitations of our liability to you. Therefore, it is very important that you read and understand these terms before you complete the application form. In particular, please note our limitation of liability to you in clause 9. For any further clarification, please make contact with one of our employees before submitting your application form.

1. Application and Enrolment.

1.1 The application form (once accepted by us in accordance with clause 1.4) and these terms set out the whole agreement between the parties. Please check that all the parts in the application form are correctly filled before you submit it.

1.2 By submitting the application form (whether directly or via an agent authorised to act on your behalf): You declare to enrol to your chosen course on the basis of these terms, and the Istituto may accept or decline your offer at its own discretion.

1.3 Payment of the tuition fee must be made before or at the time of submitting the application form and in the manner specified in the application form. If the payment is made by electronic transfer, a copy of the bank transfer must be attached to the application form.

1.4 On receipt of your tuition fee, of the completed application form and of the documents listed in the application form itself or in these terms, we will check that you satisfy the eligibility criteria to undertake your chosen course and you will be advised in writing if you have been accepted or not to the course. The agreement will have effect only when the Istituto will deliver to you the written acceptance.

2. Payment of Fees and Additional Costs.

2.1 The tuition fees (the "fees") are detailed in our admission pack and on our website www.istitutomarangoni.com and are payable by you in accordance with clause 1.

2.2 The tuition fee is non-refundable unless:

(a) The institute refuses your application pursuant to clause 1.4;

(b) We cancel the course pursuant to clause 4.5 or to clause 4.9; or

(c) You submit your application in accordance with clause 6.1, provided that you act in accordance with clause 6.1.;

(d) And in all cases described into clause 7.

2.3 If you pay your tuition fee by cheque or bank transfer or credit card, we will not process your application until the cheque or funds have been cleared. Upon receipt of confirmation of payment from the bank, we will provide you with confirmation of payment.

2.4 Your payment does not include air fare, transportation, personal expenses, art supplies or meals.

2.5 If you fail to pay any part of your fee or any additional cost, we reserve the right (at our reasonable discretion) to take one or more of the following actions:

(a) Suspend or expel you from your course;

(b) Withhold the issue of any certificate;

(c) Terminate this agreement on written notice.

3. Your obligations.

3.1 You represent, warrant and undertake that all the information provided on your application form is complete, up-to-date and true in all respects.

3.2 You agree to:

(a) Enrol at the start of your course and at a time and place as directed by us;

(b) Comply with these terms and the rules of the school, available on the student's intranet, as well as the reasonable requests of our employees;

(c) Comply with all requirements imposed by law, regulation or judicial order at any time. These may include criminal checks and health checks.

3.3 You are required to attend your course in full. If your attendance on the course falls below the limits set by the Istituto Marangoni regulation (regardless of the reason for any absence), no final certificate shall be issued.

4. Our rights and obligations.

4.1 We shall provide a teaching service with reasonable skill and care.

4.2 Istituto Marangoni reserves the right to revise and amend the terms of this agreement giving reasonable notice.

4.3 Course will be held at the hours, dates and programs established by the management which reserves the right to make the necessary alteration at any time.

4.4 For courses involving the physical attendance of the student in the classroom ("de visu"), the Istituto reserves the right to cancel the same prior to their commencement by giving you notice in writing (where possible) with at least ONE month prior to the start of the course, if:

(a) Insufficient numbers of students enrol on the course; or

(b) There are not the required conditions for the start of the course.

4.5 In the event that we cancel the course pursuant to clause 4.4, you will be entitled to a full refund of your enrolment fee and any fee already paid to us under this agreement, except for the provisions of RD 4/6/38 n.1269 art. 27.

4.6 The lessons held in Milano can be delivered in via Verri, 4 and in via Cerva, 24.

All lessons can be supplied with a simultaneous translation service.

5. In the event that the Institute is unable to deliver the alternative programme – as referred to in the previous paragraph (4.7) – or the fully online programme mentioned in paragraph 4.8, the programme itself will be cancelled and the student will be entitled to a reimbursement of the tuition fee already paid as intended by the royal decree 4/6/38 n.1269 article 27.

5.1 Lessons scheduled in Milano can be delivered in the Via Verri 4 seat, in the Via Cerva 24 seat, and in the Piazza San Babila 3 seat. Lessons scheduled in Firenze will be delivered in the seat of Via De'Tornabuoni 17.

5.2 All lessons can be delivered through a service of simultaneous translation in the language chosen for the course.

6. Students below the age of majority (15-17 years old)

6.1 Minimum age of admitted students.

Enrolment in fully online short courses for students who have not reached the age of majority is allowed only to those who already turned 15 years old and older; underage students are not allowed to enroll in courses in blended option.

In case of minors (15-17 years old) the following documents will be required:

• Application Form signed by parents, section 1d – Parent or Legal Representative – included;

• General Conditions signed by parents;

• Waiver Letter signed by parents;

• Passport/ID copy of the student;

• Passport/ID copy of both student's parents.

6.2 Authorisation to travel.

Whenever the national legislation of the home country of the student requires a mandatory authorisation to travel signed by the parents-guardians of the student to travel to a country other than his/her own, it will be the responsibility and duty of the student and his/her parents to meet such requirements of law.

6.3 Declaration of presence.

Pursuant to the Law No. 68/07, a foreigner hailing from countries that do not adhere to the Schengen Agreement meets the obligation to provide the declaration of presence when the border stamp is applied to the travel document; a foreigner hailing from countries that adhere to the Schengen Agreement shall submit the statement of presence to the Police Headquarters within eight days from the date of arrival.

6.4 Student oversight.

The short courses offered by the institute are held in cooperation with the LINGUAVIVA S.R.L. with registration office in via Fiume, 17 - 50123 Florence – ITALY Tel. (+39) 055 294359 Fax +39 055 283667 VAT number 03076490485, and offices in Milan in corso Buenos Aires 43, which will be directly responsible and in charge of managing the student in every activity to be carried out outside Istituto Marangoni's facilities.

Therefore, every student shall comply with the instructions provided by the appointed Leaders of LINGUAVIVA S.R.L. and respect their decisions and guidance. The pick-up service at the airport, or in another city area, will be provided only upon request communicated to Istituto Marangoni with adequate advance. In the absence of the pick-up service, Istituto Marangoni will take the responsibility of the student only upon his/her arrival in the assigned family house.

6.5 Accommodation.

Enrolment to short courses for students that are minors is allowed only when signing up for the package including accommodation. Students will be staying with local families. When staying with a local family, it is expected that student participates in keeping the room clean and tidy and that he/she respects the rules of social coexistence, without causing inconveniences to the hosts.

6.6 Medical assistance.

The student must carry with him/her the documents necessary to access the medical assistance service or, in the case of international students who would not have access to it, it is necessary to acquire adequate medical insurance coverage. It is also advised to carry any other documentation stating chronic ailments, allergies or food intolerances which will have to be notified and communicated in advance to Istituto Marangoni, who will in turn inform Linguaviva.

6.7 Liability and insurance.

The school is not liable for loss or theft of any personal property or cash owned by the student, neither within or without the school premises. Students are also advised to take on suitable insurance coverage against the risk of financial loss to cover for course cancellation due to failed arrival in Italy and/or early termination of the course, medical expenses, travel expenses in the case of emergency return of the student to his/her home country and against any damages that may be caused by third parties. 5.8 Mandatory attendance.

Attendance to the lessons is mandatory for all students. In the case of inability and impossibility to attend, the student shall inform his/her manager or request to the hosting family to do so.

The first time that the student fails to attend lessons without justification will be reprimanded, the second time he/she will be sent back to his/her own country of origin at his/her expenses.

6.9 Extra-curricular activities carried out.

The course could include, in addition to classroom lessons, a series of scheduled extra-curricular activities (such as, for example, visits and field trips).

6.10 Participation to the activities.

Participation to recreational activities, if applicable, is mandatory. If the student is unwell and thus cannot participate to one of the activities, he/she shall inform his/ her Leader prior to the start of the activity. The first time that the student fails to attend lessons without justification will be reprimanded, the second time he/she will be sent back to his/her own country of origin at his/her expenses.

6.11 Exit permit.

The student, in order to leave the Study Place, shall receive written approval from his/her parents and such permit must be sent to Istituto Marangoni and LINGUAVIVA S.R.L.. The permit must specify: period of absence from the Study Place (maximum 2 days), contact information where it will be possible to contact the student during his/her absence, name of the person who will act as guardian of the student during said absence and date of return to the Study Place. When the person in charge will pick up the student, he/she shall show an identity document matching what is indicated in the permit and confirm the date and time of return. Authorisation is not required in the case of field trips organised by Istituto Marangoni or LINGUAVIVA S.R.L..

6.12 Conduct and discipline.

Students must comply with the rules of conduct and discipline typical of school environments based on courtesy and respect for others, and this also applies to online courses. During school activities and extra-curricular activities, the student shall comply with the laws in force in the country of stay, always dress appropriately and respect the established timetables, as well as refrain from hitchhiking. No smoking is allowed in any area of the institute. Students are not allowed to drink alcoholic beverages. Possession or use of illegal drugs is forbidden. The school will notify the parents of any violation to the rules, including non-attendance to the courses or any disorderly conduct in class. The institute reserves the right to request to the parents of any student who continues to demonstrate disorderly conduct in class and who refuses to behave according to the aforementioned rules of conduct to withdraw the student from the course, reserving in any case the right to return the student to his/ her home country at its expense. In these cases, the Institute reserves the right to withhold the amounts paid for the enrolment to the course without the possibility of reimbursement for any additional costs due to the early termination of the student's participation to the course.

6.13 Use of photos and comments

By enrolling the student to the course, the parents of students who are minors authorise the use of photographic material/pictures depicting the minors for promotional or educational purposes.

7. Compliance to Visa procedure.

7.1 Check with your Italian embassy or consulate whether you need an entry visa for a two-week or three-week stay in Italy. If you need, we will provide you all relevant documents to obtain your visa.

8. Cancellation rights, Course Transfers and Termination.

8.1 If you submitted your application form online, by fax, regular mail or electronic mail (but not in person), a fourteen (14) day cancellation right will apply. You are entitled to cancel the agreement within fourteen days of the date on which you receive our acceptance letter in accordance with clause 1.4. If you decide to cancel the present agreement, you must notify us within fourteen days by post (with return receipt), fax or certified e-mail to the contact details provided on our website. In the event of cancellation in accordance with the present clause, we will refund the enrolment fee (or single fee) and any other fees already paid by you (or by your representative) within 30 days of receiving such notice.

9. Refund policy.

9.1 We will refund the tuition fee and any other fee paid to us if we do not accept you on the course pursuant to clause 1.4.

9.2 Upon cancellation by you the following refunds shall apply:

9.3 For courses that require physical attendance of the student in the classroom ("de visu"):

(a) If you provide us with written notice of cancellation of the course 60 days or more prior to the commencement of the course you will be entitled to a refund of 100% of the fees;

(b) If you provide us with written notice of cancellation of the course 59-30 days prior to the commencement of the course you will be entitled to a refund of 50% of the fees; and

(c) If you cancel the course at any time thereafter you will not be entitled to a refund of the fees.

9.4 For courses delivered in the online and blended option there is no possibility to ask for the cancellation or refund of the sum already paid.

10. Information Sharing and Data Protection.

10.1 Pursue to Law Decree 196/2003 and its successive amendments "Code of Privacy" the student authorizes the Istituto Marangoni Srl to process the personal data in respect of the current law and regulations, data that the student recognizes have to be processed for the execution of the agreement.

11. Liability.

11.1 Subject to the provisions of this clause 9, neither party shall be responsible for any loss that the other suffers arising out of the agreement unless and to the extent that such loss was caused by negligence or serious misconduct.

11.2 The total liability of Istituto Marangoni regarding this agreement (whether in contract or tort, including negligence) shall not in any event exceed the fees for the course or any insurance cover we may have whichever shall be the higher.

11.3 You will be liable to pay for any damage you cause to our premises or property.

11.4 This clause does not exclude or limit in any way:

12. Events outside Our Control.

12.1 We will not be liable or responsible for any failure to perform, or delay in performance of, any of our obligations under this agreement that is caused by an event outside our reasonable control, including without limitation changes in applicable laws, actions or delays by any government authority, or refusals by any such authority to grant any necessary consents or licences and in general for causes of force majeure not depending by the Istituto, herewith included by way of example and not exhaustive, local and national strikes, and delays or defaults of third parties or suppliers, war, uprising, civil riot, willful misconduct, compliance with any law or government order, rule, regulation or direction, malfunction of plant and equipment, fire, flooding, storm, pandemic, epidemic or other outbreak of illness or contamination, interruption in the public supply of electricity, heating, lighting, air conditioning or telecommunication equipment ("force majeure events").

12.2 Our obligations under these terms will be suspended for the period that the force majeure event continues, and the time to perform these obligations shall be extended for the duration of that period; we will take reasonable steps to bring the force majeure event to an end or to find a solution by which our obligations under these terms can be performed despite the force majeure event.

13. Intellectual Property.

13.1 The copyright, design right and all other intellectual property rights in any course materials, examination papers and other documents or items that we prepare or produce (which shall include for any materials prepared by our employees, contractors or agents) in connection with your course will belong to us, or our licensors, absolutely.

13.2 You may not use the materials, documents or other items detailed in clause 11.1 for any commercial purpose.

13.3 The work provided by the students edited and collected during the exams or written essays and all the materials produced by the students during the course remain property of Istituto Marangoni Srl which reserves the right to display reproduce and publish them. The student agrees to assign to us this right whether on or after the signature of this agreement.

13.4 Subject to clause 11.5 below, you warrant and undertake that the works are your original work and are not copied wholly or substantially from any other work or material or any other source and so far as you are aware, do not infringe the rights of any third parties.

13.5 Where the copyright or other intellectual property subsisting in the works or any part of the work belongs to a third party, you warrant and undertake that you have the required third party consents and/or authority to assign the works to us and in any case you will hold harmless and indemnify the Istituto from each and every responsibility for the use of third party developed, designed or manufactured material.

13.6 You agree and acknowledge that we shall own the works, which shall include (without limitation) your design drawings, sketches, samples, patterns, trials and finished pieces.

14. Conventional Court.

14.1 This agreement shall be governed by Italian Law. In any controversy that may incur between Istituto Marangoni Srl and the student in regard of this present agreement the exclusive jurisdiction is assigned to the Italian judicial Authority and the exclusive jurisdiction to the Court of Milan.



INFORMATION PURSUANT TO ART. 13 of EU Regulation 679/16 (GDPR)

1) Why are you receiving this communication?

Istituto Marangoni S.r.l., as Data Controller, wishes to inform you about what type of data we collect and through which methods, in order to guarantee respect for your rights and your fundamental freedoms, with particular reference to the confidentiality and security with which the data is processed.

What personal data do we collect?

Istituto Marangoni S.r.l. collects and stores your personal and identifying data:

- such as given name, surname, residential address, email address, courses of interest, citizenship, gender, place and date of birth, telephone number
- the bank and/or the person making the payment
- ISEE/ISEU (equivalent economic status indicator) and/or data relating to income and/or own and/or family assets
- carriera scolastica/curriculum vitae

The data are collected at the time of registration and/or subsequently, through the following channels:

- completion of web forms;
- paper forms collected at the time of accreditation at the Marangoni Institute Open Day;
- other events organised at our Campus or at other locations.

We can ask social media channels to send information about our courses based on their users' profiles and according to their data processing policy, but we are not aware of your name.

3) For what purposes do we use your personal data?

3.1. Istituto Marangoni S.r.l. uses your data for the following purposes:

- pre-contractual and contractual (to allow you to enroll in the course of your choice, as well as the provision of services and services connected to and/or subordinate to it - creation of the user account - access to web-based platforms related to Istituto Marangoni -accreditation for exhibitions and/or events related to your curriculum/training - offering you the opportunity to enroll in the Simplicity platform to stay in touch with us even after completing your course of study);
- to fulfill the obligations arising from the Law, Regulations, Community legislation or an order of the Authority (ex. to allow the provision of cash contributions and/or scholarships and/or benefits in general, if it is found to be entitled to receive them);
- to accredit you for events promoted by our Campus such as the Istituto Marangoni Open Day;
- to contact you and send you information about our courses via email or phone following any request you make;
- to aggregate and analyse the information collected to improve our range of educational courses;
- to exercise the rights of the Holder.

3.2 Subject to your express consent:

- to use your photographs and/or films for educational, institutional or info-promotional purposes, including on the Holder's website;
- to send you communications and/or promotional offers related to the initiatives of the Campus, our Scholarships, our courses and events that might interest you;
- to send you communications and/or promotional offers related to other schools in Galileo Global Education Italia's group
- insertion of your data in our databases in order to perform profiling activities in order to send you proposals and offers in line with your interests.

4) How long do we retain your personal data?

For the purposes referred to in point 3.1 we retain your personal data for the duration of the contractual relationship established and even beyond the ten-year period of limitation from the termination of the relationship to comply with legal obligations and for purposes of judicial protection. For the purposes referred to in point 3.2, we keep your data up to 5 years from the end of the contractual relationship. Where the deadline is set, the data will be destroyed or made anonymous after the deadline has expired; other data not subject to the retention deadline will be retained in accordance with the principles dictated by the GDPR.

5) The security of your personal data

Your data will be processed using equipment that guarantees 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 processing in question, including communication with the subjects assigned to the processing itself. The data concerned will not be disseminated, however, it will or may be communicated to public or private entities or individuals, 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 Istituto Marangoni S.r.l..

Your data may also be accessed by authorised persons employed by Galileo Global Education/Galileo Global Education Italia (Parent Company, owner of Istituto Marangoni S.r.l.), as well as NABA (Nuova Accademia S.r.l.) and Domus Academy S.r.l., whose shares are wholly owned by Istituto Marangoni S.r.l. also in sites outside of EU. Personal data will not be disseminated in any way, in addition, it may be communicated and processed by third parties duly appointed as Data Processors, such as external collaborators and companies that provide specific technical services. 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 EC regulatory provisions.

7) Where is your personal data stored?

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 will not be able to learn about our initiatives, our events, the courses that we will activate, nor will you be filmed and photographed during the events.

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

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

- to obtain confirmation of whether or not your personal data is being processed and, if so, obtain access to such data (Article 15, Right of access);
- to obtain, without undue delay, the rectification of inaccurate personal data concerning you (Article 16, Right to rectification);
- to obtain the erasure of personal data concerning you without undue delay. Istituto Marangoni 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 it 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 Istituto Marangoni 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 (Autorità Garante per la protezione dei dati personali). Alternatively, if you live in another country, you can contact your local Data Protection Authority.

11) Data Controller

The Data Controller is Istituto Marangoni S.r.l. - Via Pietro Verri, 4, 20121 Milano MI

Telephone: +39 02 7631 6680, E-Mail: privacy@istitutomarangoni.com

Data Protection Officer (DPO) is Frareg S.r.l. – Viale Jenner 38 – 20159 Milano MI

mail: dpo@frareg.com - Telefono: 0269010030

12) Updates 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 website.

YES NO 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 (yes mandatory)

YES NO I agree to the processing of my data for the publication of your photographs and/or videos for educational, institutional or info-promotional purposes, including on the Holder's website and/or on their social networks

YES NO I consent to the processing of my data to receive information on Campus initiatives, scholarships, courses and events that may be of interest to me

YES NO I consent to the processing of my data to receive information on other schools in Galileo Global Education Italia's Group .

YES NO I consent to the processing of my data for profiling purposes.

Subject: identification of parental responsibility under Italian law and authorization by the same parent enrolling the minor in a training course.

I, the undersigned (parent/guardian 1)	born in
and resident in	street
and undersigned (parent/guardian 2)	born in
and resident in	street
in our quality of exercising parental authority over the child	born in
and resident in	street
in our quality of exercising parental authority over the child	born in
and resident in	street
hereby authorize our son / daughter to enroll in a training course	
to be held from	to
presso la sede di Milano: via Verri 4, via Cerva 24 e/o piazza S.Babila 3 oppure presso la sede di Firenze in via De' Tornabuoni 17. Dichiariamo fin d'ora, in proprio ed in nome e per conto di nostro figlio	

at the Istituto Marangoni school of via Verri 4, via Cerva 24, and/or piazza S.Babila 3 in Milan, or in the school of via De' Tornabuoni 3 in Florence.

I/we hereby declare to be aware and to accept that the responsibility of Istituto Marangoni S.r.l. is exclusively related to the spaces of Istituto Marangoni Milan in Via Verri 4, Via Cerva 24 and Piazza S.Babila 3 and/or Istituto Marangoni Florence in Via De' Tornabuoni 17 only during school schedules, whereas the responsibility of Linguaviva S.r.l. is related to all other circumstances, except during free time hours previously established and communicated in the programme.

1. I/we authorize our minor son/daughter to leave unaccompanied the school and the accommodation during free time hours, as previously established in the programme, and communicated at the time of enrollment and/or on any other occasions specifically authorize by me/us and reported by separate communication, releasing Istituto Marangoni and Linguaviva Srl from any responsibility for eventual damages caused or suffered in such circumstances.
2. I/we explicitly declare to release Istituto Marangoni S.r.l. and Linguaviva S.r.l. from any responsibility outside the contract of services offered.
3. I/we further declare to have organized a health insurance plan covering our minor son/daughter and to be in compliance with current health regulations.
4. I/we release Istituto Marangoni in advance from any and all present and future responsibility in relation to accidents and damages to property and/or persons that may occur during the programme.
5. For any dispute concerning the interpretation or the execution of the contract with Istituto Marangoni, the Court of Milan will have exclusively jurisdiction.

Parent/guardian 1	Parent/guardian 2
Milan, date	

Under the terms of art. 1341 and 1342 art cod. Civ. we declare to have read, understood and accepted the following clauses art. 1 (minor's consent to leave unaccompanied), art. 2 (indemnity against responsibility for acts unrelated to the contract), art. 3 (statement of assurance), art. 3 (indemnity for damage), art. 5 (conventional court).

Parent/guardian 1	Parent/guardian 2
Milan, date	



You can apply in the following ways:
 1. New online enrolment service: visit the Istituto Marangoni website <https://www.istitutomarangoni.com/en/> and fill out the registration form for your chosen course and pay directly online through credit card or bank transfer.
 2. Admission form sent by email or by post must include the following documents.
 Istituto Marangoni Paris • The School of Fashion • 48, Rue de Miromesnil • 75008 Paris • France
 admissions.paris@istitutomarangoni.com • t. +33 (0)1 47 20 08 44

ISTITUTO MARANGONI PARIS • THE SCHOOL OF FASHION • Summer 2023-24

	INTAKE	START DATE	END DATE	LANGUAGE	LESSON HOURS	COURSE TYPE	DELIVERY MODE	TUITION FEE ONLY
<input type="checkbox"/> Fashion Design	Jul 23	10 Jul 23	28 Jul 23	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Design	Jan 24	8 Jan 24	26 Jan 24	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Social Media For Fashion	Jul 23	10 Jul 23	28 Jul 23	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Social Media For Fashion	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Business	Jul 23	10 Jul 23	28 Jul 23	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Business	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Fashion Image & Business	Jan 24	8 Jan 24	26 Jan 24	Eng	75	3 weeks	onsite	€ 4.100
<input type="checkbox"/> Style Yourself: My Fashion Profile	Jul 23	10 Jul 23	28 Jul 23	Eng	75	3 weeks for teenagers	onsite	€ 4.100
<input type="checkbox"/> Fashion Design (16-17 years old)	Apr 23	24 Apr 23	28 Apr 23	Eng	25	1 weeks for teenagers	onsite	€ 4.100
<input type="checkbox"/> Fashion Design (16-17 years old)	Jul 23	10 Jul 23	14 Jul 23	Eng	25	1 weeks for teenagers	onsite	€ 4.100

APPLICATION & ENROLMENT INFORMATION for Summer courses

Minimum application document required:

- Application form
- Copy of passport / ID (for students under 18, please provide the parent/legal representative's and guardian's passport or ID card)
- Copy of bank transfer of tuition fee
- Signed terms and conditions 2023-24

APPLICATION FORM for Summer courses

1a • Personal data

Family name Name

Place of birth Date of birth (dd/mm/yy) Sex m / f

Nationality Fiscal code (only for Italian residents)

1b • Permanent address

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

1c • Address for correspondence (only if different from permanent address)

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

1d • In case of students underage of 18 parent legal representative guardian (check one box)

Family name Name

Place of birth Date of birth (dd/mm/yy) Sex m / f

Nationality Fiscal code (only for Italian residents)

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

2 • I pay tuition fee by wire transfer:

Istituto Marangoni / Paris School
 Bank: BNP Paribas
 24 Avenue de la Grande Armée - 75017 Paris
 Account: 00010088264 33
 Swift: BNPAFRPPCP
 Iban: FR 76 3000 4025 8700 0100 8826 433
 When making the bank transfer, please use full name as stated in your passport as a payment reference.
 Please send a copy of the bank transfer together with the application form.

3 • I pay tuition fee by credit card:

I will receive an email from the Admissions office with a secured link to proceed with the payment of the course by credit card

Name as it appears on the card Credit card number Expiry date

Cardholder full address Cardholder signature

In certain circumstances, Istituto Marangoni reserves the right to cancel an advertised course. For example, if it is judged that the number of enrolled students is likely to compromise our exacting standard and if certain other unforeseen situations arise. In these circumstances notification will be made to all concerned, a month before the beginning of the course. The institute is not legally bound. All students already enrolled will receive a full refund. Cancellation with written notice 60 days before the course starting date: full refund; 59-30 days before starting date: 50% refund; within 29 days: no refund will be issued. Please check at your French Embassy / Consulate whether you need an entry visa. This application form must be signed by a parent or guardian if the student is 16 or 17 years of age. Also the waiver of responsibility letter must be signed if the student is international. By submitting this application, I certify to Istituto Marangoni that all information in this application and in my supporting documentation is true. I have read the present prospectus and I agree to the general conditions concerning the courses and to the cancellation policy.

Date Student's (or legal representative's) signature



Paris

NOTE INFORMATIVE EN VERTU DE L'ART. 13 du règlement UE 679/16 (RGPD)

1) Pourquoi recevez-vous cette communication ?

En sa qualité de responsable du traitement, Istituto Marangoni Sas souhaite vous informer sur les données qu'elle collecte et de quelle manière, afin de garantir le respect de vos droits et libertés fondamentales, une référence particulière étant faite à la confidentialité et la sécurité avec lesquelles vos données sont traitées.

2) Quelles sont les données à caractère personnel que nous collectons ?

Istituto Marangoni Sas recueille et conserve vos données personnelles et d'identification (nom, prénom, adresse de résidence, adresse électronique, cours qui vous intéressent, nationalité, sexe, lieu et date de naissance, numéro de téléphone) à travers les canaux suivants :

- a) formulaires en ligne remplis ;
- b) formulaires papier recueillis à l'occasion de l'accréditation à la Journée portes ouvertes d'Istituto Marangoni ;
- c) d'autres événements organisés sur notre Campus ou dans d'autres lieux. Nous pouvons demander à des réseaux sociaux d'envoyer des informations sur nos cours en fonction des profils de leurs utilisateurs et conformément à leur politique de traitement des données, mais nous ne connaissons pas votre nom.

3) À quelles fins utilisons-nous vos données personnelles ?

Istituto Marangoni Sas utilise vos données personnelles aux fins suivantes :

- votre accréditation à l'occasion d'événements promus par notre Campus tels que la Journée portes ouvertes d'Istituto Marangoni ;
- vous contacter et vous envoyer des informations sur nos cours par courriel ou par téléphone suite à vos demandes ;
- regrouper et analyser les informations recueillies afin d'améliorer notre offre éducative.

3.2 Sous réserve de votre consentement spécifique :

- vous envoyer des communications sur les activités du Campus, nos bourses d'études, nos cours et des événements susceptibles de vous intéresser ;
- saisir vos données dans nos bases de données afin d'effectuer des activités de profilage pour pouvoir vous envoyer des propositions et des offres en fonction de vos intérêts.

Istituto Marangoni Sas utilise vos données personnelles aux fins suivantes :

4) La durée de conservation de vos données personnelles

Nous conserverons vos données pendant 3 ans à compter du dernier contact avec vous, à moins que vous ne souhaitiez en demander la suppression au préalable. Une fois ce délai passé, elles seront supprimées ou rendues anonymes pour des raisons de statistiques.

5) La sécurité de vos données personnelles

Vos données sont traitées à l'aide d'instruments qui en garantissent la confidentialité, l'intégrité et la disponibilité. Le traitement est effectué sur papier et au moyen de systèmes informatiques et/ou automatisés et comprend toutes les opérations ou l'ensemble d'opérations prévues à l'art. 4 du RGPD nécessaires au traitement en question, y compris la communication avec les entités responsables du traitement. Les données en question ne seront pas diffusées ; au contraire, elles sont communiquées ou peuvent l'être à des entités publiques ou privées opérant dans le cadre des finalités décrites cidessus.

6) Qui peut accéder à vos données personnelles ?

Seules les personnes autorisées dans le cadre des fonctions assignées par Istituto Marangoni Sas peuvent accéder à vos données personnelles. Certaines de vos données peuvent également être consultées par des employés autorisés de Galileo Global Education (société mère et propriétaire de l'Istituto Marangoni Sas), ainsi que NABA (Nuova Accademia S.r.l.) et Domus Academy S.r.l., dont les actions sont détenues à 100 % par Istituto Marangoni Sas. Les données personnelles ne sont pas divulguées de quelque façon que ce soit ; elles peuvent être communiquées et traitées par des tiers dûment désignés comme responsables du traitement des données, tels que des contractants externes et des sociétés qui fournissent des services spécifiques.

Les données personnelles peuvent également être accessibles ou peuvent être communiquées à des sujets dont le droit d'accès à vos données personnelles est reconnu par la loi ou la législation secondaire ou communautaire.

7) Où se trouvent vos données personnelles ?

La gestion et le stockage de vos données personnelles se font sur des serveurs situés dans l'Union Européenne du responsable du traitement et des sociétés tierces chargées et dûment désignées comme responsables du traitement des données. Les données ne sont pas transférées en dehors de l'Union européenne.

8) Est-il obligatoire de consentir à l'attribution de vos données ?

La transmission de vos données est facultative, mais si vous n'y consentez pas, vous ne pouvez pas prendre connaissance des activités, des événements et des cours que nous proposons.

9) Quels sont vos droits par rapport au RGPD ?

Conformément aux dispositions du RGPD, Istituto Marangoni Sas garantit les droits suivants :

- obtenir la confirmation du traitement ou non des données personnelles vous concernant et, le cas échéant, obtenir l'accès à vos données personnelles (art. 15, droit d'accès) ;
- obtenir sans délai la rectification des données personnelles inexactes vous concernant (art. 16, droit de rectification) ;
- obtenir l'annulation des données personnelles vous concernant sans retard injustifié ; Istituto Marangoni Sas a l'obligation de supprimer sans retard injustifié vos données personnelles si certaines conditions sont remplies (art. 17, droit à l'oubli) ;
- obtenir la limitation du traitement dans certains cas (art. 18, droit à la limitation du traitement) ;
- recevoir dans un format structuré, couramment utilisé et lisible par un dispositif automatique, les données personnelles que vous avez fournies et être en mesure de les transmettre à un autre responsable du traitement (art. 20, droit à la portabilité des données) ;
- s'opposer à tout moment, pour des raisons liées à votre situation particulière, au traitement des données personnelles vous concernant (art. 21, droit d'opposition) ;
- recevoir sans retard indu la communication de la violation des données personnelles subie par Istituto Marangoni Sas (art. 34) ;
- révoquer votre consentement à tout moment (art. 37, conditions applicables au consentement).

10) Pour toute demande, vous pouvez nous contacter aux coordonnées fournies par le responsable du traitement.

Si vous pensez que nous n'avons pas respecté vos droits en matière de protection de vos données personnelles, vous pouvez contacter l'autorité pertinente chargée de la protection des données (en France, la Commission nationale de l'informatique et des libertés) Si vous résidez dans un autre pays, vous pouvez contacter l'autorité locale chargée de la protection des données.

11) Responsable du traitement

Le responsable du traitement est :

Istituto Marangoni Sas - Via Pietro Verri, 4, 20121 Milano MI
Telefono: 02 7631 6680 - E-mail: privacy@istitutomarangoni.com
Chargé de la protection des données est :
Frareg S.r.l. – Viale Jenner 38 – 20159 Milano MI
E-mail: dpo@frareg.com - Telefono: 0269010030

12) Mise à jour de la présente note informative

La présente note informative est susceptible d'être modifiée. Toute modification substantielle vous sera communiquée par courriel ou par l'intermédiaire de notre site web.

OUI NO Je déclare avoir pris connaissance des informations telles que visées à l'art. 13 du RGPD 679/16 et je consens au traitement de mes données (oui obligatoire).

OUI NO Je consens au traitement de mes données pour la publication de vos photos et / ou vidéos pour des initiatives éducatives ou institutionnelles, y compris sur le site web du Titulaire et / ou des réseaux sociaux.

OUI NO Je consens au traitement de mes données pour la publication de vos photos et / ou vidéos pour des initiatives d'informations et de promotions, y compris sur le site web du Titulaire et / ou des réseaux sociaux.

OUI NO Je consens au traitement de mes données pour recevoir des informations sur les activités du Campus, les bourses d'études, les cours et les événements susceptibles de m'intéresser.

OUI NO Je consens au traitement de mes données à des fins de profilage.

Formulaire

Data Signature lisible de la personne concernée



Paris

GENERAL CONDITIONS for the enrolment on to the Short Programmes 2023-24

The application form and these enrolment terms ("terms") set out the basis of your application to be enrolled as a student and his legal representative at Istituto Marangoni France Sas ("the institute", "we", "our") and will form part of any agreement between the institute and you ("the agreement"). The terms set out your rights and obligations, as well as our obligations and limitations of our liability to you. Therefore, it is very important that you read and understand these terms before you complete the application form. In particular, please note our limitation of liability to you in clause 9. For any further clarification, please make contact with one of our employees before submitting your application form.

1. Application and Enrolment.

1.1 The application form (once accepted by us in accordance with clause 1.4) and these terms set out the whole agreement between the parties. Please check that all the parts in the application form are correctly filled before you submit it.

1.2 By submitting the application form (whether directly or via an agent authorised to act on your behalf):

You declare to enrol to your chosen course on the basis of these terms, and the Istituto may accept or decline your offer at its own discretion.

1.3 Payment of the tuition fee must be made before or at the time of submitting the application form and in the manner specified in the application form. If the payment is made by electronic transfer, a copy of the bank transfer must be attached to the application form.

1.4 On receipt of your tuition fee, of the completed application form and of the documents listed in the application form itself or in these terms, we will check that you satisfy the eligibility criteria to undertake your chosen course and you will be advised in writing if you have been accepted or not to the course. The agreement will have effect only when the Istituto will deliver to you the written acceptance.

2. Payment of Fees and Additional Costs.

2.1 The tuition fees (the "fees") are detailed in our admission pack and on our website www.istitutomarangoni.com and are payable by you in accordance with clause 1.

2.2 The tuition fee is non-refundable unless:

(a) The institute refuses your application pursuant to clause 1.4;

(b) We cancel the course pursuant to clause 4.5 or to clause 4.9; or

(c) You submit your application in accordance with clause 6.1, provided that you act in accordance with clause 6.1.

(d) and in all cases described into clause 7.

2.3 If you pay your tuition fee by cheque or bank transfer or credit card, we will not process your application until the cheque or funds have been cleared. Upon receipt of confirmation of payment from the bank, we will provide you with confirmation of payment.

2.4 Your payment does not include air fare, transportation, personal expenses, art supplies or meals.

2.5 The "with accommodation" package includes overnight stay in one of our partner Hotels or Apartment Hotels (list and complete information will be provided after enrolment). Accommodation starts from the day before the first day of course, and ends the following day after the last day of course. It does not include transfers from the airport to the hotel or apartment hotel and vice versa. Extra nights or special bookings with personal requirements must be handled directly by the student and his legal representative. The Institute has the right to assign lodging in the hotels or apartment hotels at its own discretion, based on the availability of places, and to change the allocation at any moment, for any service reason non strictly dependant by the Institute itself. Should this event occur, the Institute will promptly inform the student and his legal representative. All apartments house two people. Rooms are assigned by the institute at its own discretion. The Institute is not liable for any damage or non-fulfilment to the Hotel or Apartment House Regulations on the part of the student and his legal representative.

2.6 If you fail to pay any part of your fee or any additional cost, we reserve the right (at our reasonable discretion) to take one or more of the following actions:

(a) Suspend or expel you from your course;

(b) Withhold the issue of any certificate;

(c) Terminate this agreement on written notice.

3. Your obligations.

3.1 You represent, warrant and undertake that all the information provided on your application form is complete, up-to-date and true in all respects.

3.2 You agree to:

(a) Enrol at the start of your course and at a time and place as directed by us;

(b) Comply with all requirements imposed by law, regulation or judicial order at any time. These may include criminal checks and health checks.

3.3 You are required to attend your course in full. If your attendance on the course falls below the limits set by the Istituto Marangoni regulation (regardless of the reason for any absence), no final certificate shall be issued.

4. Our rights and obligations.

4.1 We shall provide a teaching service with reasonable skill and care.

4.2 Istituto Marangoni reserves the right to revise and amend the terms of this agreement giving reasonable notice.

4.3 Course will be held at the hours, dates and programs established by the management which reserves the right to make the necessary alteration at any time.

4.4 For courses involving the physical attendance of the student in the classroom ("de visu"), the Istituto reserves the right to cancel the same prior to their commencement by giving you notice in writing with at least ONE month prior to the start of the course, if:

(a) Insufficient numbers of students enrol on the course; or

(b) There are not the required conditions for the start of the course.

4.5 In the event that we cancel the course pursuant to clause 4.4, you will be entitled to a full refund of your enrolment fee and any fee already paid to us under this agreement.

4.6 In case a fully online or a blended course is canceled, the Istituto reserves the right for organisational reasons to cancel the same prior to their commencement, giving you notice in writing (where possible) until one week prior to the start of the course. 4.7 If a fully online course is canceled, the Istituto reserves the right, that you accept from the outset, to direct you to an alternative course with the same typology.

4.8 If, for any reason, the weeks in school of the blended option cannot be held, the Istituto reserves the right, that you accept from the outset, to deliver the course fully online.

4.9 If the Istituto is not able to deliver the alternative course pursuant to clause 4.7 or the fully online course pursuant to clause 4.8, the same will be canceled and you will be entitled to a full refund of the enrolment fee already paid.

5. Compliance to Visa procedure.

5.1 Check with your French embassy or consulate whether you need an entry visa for a two-week or three-week stay in France. If you need, we will provide you all relevant documents to obtain your visa.

6. Cancellation rights, Course Transfers and Termination.

6.1 If you submitted your application form online, by fax, post or email (but not in person), a seven (7) day cancellation right will apply. You are entitled to cancel the agreement within seven days of the date on which you receive our acceptance letter in accordance with clause 1.4. If you decide to cancel the present agreement, you must notify us within seven days by post fax or e-mail to the contact details provided on our website. In the event of cancellation in accordance with the present clause, we will refund the tuition fee and any other fees already paid by you (or by your sponsor) within 30 days of receiving such notice.

7. Refund policy.

7.1 We will refund the tuition fee and any other fee paid to us if we do not accept you on the course pursuant to clause 1.4.

7.2 Upon cancellation by you the following refunds shall apply: 7.3 For courses that require physical attendance of the student in the classroom ("de visu"):

(a) If you provide us with written notice of cancellation of the course 60 days or more prior to the commencement of the course you will be entitled to a refund of 100% of the fees;

(b) If you provide us with written notice of cancellation of the course 59-30 days prior to the commencement of the course you will be entitled to a refund of 50% of the fees; and

(c) If you cancel the course at any time thereafter you will not be entitled to a refund of the fees.

7.4 For courses delivered in the online and blended option there is no possibility to ask for the cancellation or refund of the sum already paid.

8. Liability.

8.1 Subject to the provisions of this clause 8, neither party shall be responsible for any loss that the other suffers arising out of the agreement unless and to the extent that such loss was caused by negligence or serious misconduct.

8.2 The total liability of Istituto Marangoni regarding this agreement (whether in contract or tort, including negligence) shall not in any event exceed the fees for the course or any insurance cover we may have whichever shall be the higher.

8.3 You will be liable to pay for any damage you cause to our premises or property.

8.4 This clause does not exclude or limit in any way:

(a) Either party's liability for death or personal injury caused by its negligence; or

(b) Either party's liability for fraud or fraudulent misrepresentation; or

(c) Any other matter for which it would be illegal or unlawful to exclude or attempt to exclude either party's liability.

9. Events outside Our Control.

9.1 We will not be liable or responsible for any failure to perform, or delay in performance of, any of our obligations under this agreement that is caused by an event outside our reasonable control, including without limitation changes in applicable laws, actions or delays by any government authority, or refusals by any such authority to grant any necessary consents or licences and in general for causes of force majeure not depending by the Istituto, herewith included by way of example and not exhaustive, local and national strikes, and delays or defaults of third parties or suppliers, war, uprising, civil riot, willful misconduct, compliance with any law or government order, rule, regulation or direction, malfunction of plant and equipment, fire, flooding,

storm, pandemic, epidemic or other outbreak of illness or contamination, interruption in the public supply of electricity, heating, lighting, air conditioning or telecommunication equipment ("force majeure events").

9.2 Our obligations under these terms will be suspended for the period that the force majeure event continues, and the time to perform these obligations shall be extended for the duration of that period; we will take reasonable steps to bring the force majeure event to an end or to find a solution by which our obligations under these terms can be performed despite the force majeure event.

10. Intellectual Property.

All documents, materials and tools used by the institute for training, and all intellectual property rights contained therein are the exclusive property of the institute or any third party, which it has obtained prior authorization for. The student and his legal representative is prohibited to use, reproduce, or use for any purposes other than for the programme in which he/she is enrolled. The student and his legal representative authorises the institute, non-exclusively, to communicate, display, reproduce, publish and represent all the work done by him/her as part of his/her education, (outfit, book, portfolio, business plans etc...) for promotional purposes, advertising, communication and documentation of the Institute's activities and general valuation of its teachings on all modes and all types of media and forms of exposure known and unknown (including papers, internet and intranet sites of the institute, social networks such as Facebook, Instagram etc..., advertising brochures, pamphlets, maps, stands, posters, exhibition of student works, videos, films, etc...). This authorisation given free of charge is valid worldwide without time limit. The institute is not authorised to use, for purposes other than those stated, the creations made during the studies of the student, specifically for commercial purposes to third parties.

11. Image Right.

The student authorises the institute, non-exclusively, to use his/her image, name and age and to report any details of his/her education or professional path. If the student is a minor, the authorisation is given by his/her legal representative(s). This authorisation covers using all existing supports and communication media, particularly the following: the Institute website, news, media, publishing, various brochures, directories and other promotional materials of the institute (posters, advertising in regional magazines, national, international). This authorisation also applies to all images, interviews, audio or video recordings of the student that the institute would be likely to hold, whether the student has given them directly to the institute or the institute has realised themselves. The Institute will have the opportunity to use them in whole or in part. In particular, it is specified that, in the case of video support, the institute is authorised to extract photographs. This authorisation, given free of charge, is valid worldwide without time limit. It is intended to ensure the presentation and promotion of the activity of the institute. The institute undertakes not to transfer to third parties its image bank and not to exploit it for commercial purposes.

12. "Informatique et liberté" law.

Pertaining to the law 78-17 of January 6, 1978, it is reminded that personal data requested from the student and his legal representative is required to process the enrolment. This data may be disclosed to the institute's partners who are responsible for the implementation, processing, management and payment of enrolment. The student and his legal representative has, in accordance with national and European regulations, a permanent right of access, modification, rectification and opposition with regard to information about him/her. This right may be exercised by letter addressed to the institute.

13. Applicable law and courts.

The present terms and conditions for enrolment are subject to French law and the parties agree that in any case of dispute only the French courts will be competent authorities. These terms and conditions of enrolment are established in duplicate, dated and signed by the student and his legal representative.



INFORMATION PURSUANT TO ART. 13 of EU Regulation 679/16 (GDPR)

1) Why are you receiving this communication?

Istituto Marangoni Sas, as Data Controller, wishes to inform you about what type of data we collect and through which methods, in order to guarantee respect for your rights and your fundamental freedoms, with particular reference to the confidentiality and security with which the data is processed.

2) What personal data do we collect?

Istituto Marangoni Sas collects and stores your personal and identifying data (such as given name, surname, residential address, email address, courses of interest, citizenship, gender, place and date of birth, telephone number) through the following channels:

- a) completion of web forms;
- b) paper forms collected at the time of accreditation at the Marangoni Institute Open Day;
- c) other events organised at our Campus or at other locations.

We can ask social media channels to send information about our courses based on their users' profiles and according to their data processing policy, but we are not aware of your name.

3) For what purposes do we use your personal data?

Istituto Marangoni Sas uses your data for the following purposes:

- to accredit you during events promoted by our Campus, such as the Istituto Marangoni Open Day;
- to contact you and send you information about our courses via email or a telephone call following any request you make;
- to aggregate and analyse the information collected to improve our range of educational courses.

3.2 Subject to your express consent:

- to send you communications relating to Campus initiatives, our scholarships, our courses and events that might be of interest to you;
- to insert your data into our databases to implement profiling activities in order to send you proposals and offers in line with your interests.

Istituto Marangoni Sas uses your data for the following purposes:

4) How long do we retain your personal data?

We keep your data for 3 years from our last contact with you, unless you wish to request its deletion before then. After this deadline, it will be deleted or made anonymous for statistical reasons.

5) The security of your personal data

Your data will be processed using equipment that guarantees 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 processing in question, including communication with the subjects assigned to the processing itself. The data concerned will not be disseminated, however, it will or may be communicated to public or private entities or individuals, 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 Istituto Marangoni Sas. Your data may also be accessed by authorised persons employed by Galileo Global Education (Parent Company, owner of Istituto Marangoni Sas), as well as NABA (Nuova Accademia S.r.l.) and Domus Academy S.r.l., whose shares are wholly owned by Istituto Marangoni Sas. Personal data will not be disseminated in any way, in addition, it may be communicated and processed by third parties duly appointed as Data Processors, such as external collaborators and companies that provide specific technical services. 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 EC regulatory provisions.

7) Where is your personal data stored?

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 transmission of your data is optional. If you do not consent, you will not be able to learn about our initiatives, our events and the courses that we will organise.

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

In accordance with the provisions of the GDPR, Istituto Marangoni Sas guarantees you the following rights:

- to obtain confirmation of whether or not your personal data is being processed and, if so, obtain access to such data (Article 15, Right of access);
- to obtain, without undue delay, the rectification of inaccurate personal data concerning you (Article 16, Right to rectification);
- to obtain the erasure of personal data concerning you without undue delay. Istituto Marangoni Sas 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 it 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 Istituto Marangoni Sas (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 (Autorità Garante per la protezione dei dati personali). Alternatively, if you live in another country, you can contact your local Data Protection Authority.

11) Data Controller

The Data Controller is:

Istituto Marangoni Sas - Via Pietro Verri, 4, 20121 Milano MI

Telefono: 02 7631 6680 - E-mail: privacy@istitutomarangoni.com

Data Protection Officer (DPO) is:

Frareg S.r.l. - Viale Jenner 38 - 20159 Milano MI

E-mail: dpo@frareg.com - Telefono: 0269010030

12) Updates 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 website.

YES NO 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 (yes mandatory).

YES NO I agree to the processing of my data for the publication of your photographs and/or videos for educational or institutional purposes, including on the Holder's website and/or on their social networks.

YES NO I agree to the processing of my data for the publication of your photographs and/or videos for info-promotional purposes, including on the Holder's website and/or on their social networks.

YES NO Consent to the processing of my data to receive information on Campus initiatives, scholarships, courses and events that may be of interest to me.

YES NO I consent to the processing of my data for profiling purposes.



You can apply in the following ways:
 1. New online enrolment service: visit the Istituto Marangoni website <https://www.istitutomarangoni.com/en/> and fill out the registration form for your chosen course and pay directly online through credit card or bank transfer.
 2. Admission form sent by email or by post must include the following documents.
 Istituto Marangoni London • The School of Fashion & Design • 30, Fashion Street • London E1 6PX • UK
admissions.london@istitutomarangoni.com • t. +44 (0)20 7377 9347

ISTITUTO MARANGONI LONDON • THE SCHOOL OF FASHION & DESIGN • Summer 2023-24

	INTAKE	INTAKE	INTAKE	LANGUAGE	LESSON HOURS	COURSE TYPE	DELIVERY MODE	TUITION FEE ONLY
<input type="checkbox"/> Fashion Design	Jun 23	12 Jun 23	30 Jun 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Design	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Design	Jan 24	15 Jan 24	2 Feb 24	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Business	Jun 23	12 Jul 23	30 Jun 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Business	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Business	Jan 24	15 Jan 24	2 Feb 24	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Image & Styling	Jun 23	12 Jun 23	30 Jun 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Image & Styling	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Fashion Image & Styling	Jan 24	15 Jan 24	2 Feb 24	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Marketing For Luxury	Jun 23	12 Jun 23	30 Jun 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Marketing For Luxury	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Marketing For Luxury	Jan 24	15 Jan 24	2 Feb 24	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Interior Design	Jun 23	12 Jun 23	30 Jun 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Interior Design	Sep 23	4 Sep 23	22 Sep 23	Eng	75	3 weeks	onsite	£ 3,400
<input type="checkbox"/> Interior Design	Jan 24	15 Jan 24	2 Feb 24	Eng	75	3 weeks	onsite	£ 3,400

APPLICATION FORM for Summer courses

1a • Personal data

Family name Name

Place of birth Date of birth (dd/mm/yy) Sex m / f

Nationality Fiscal code (only for Italian residents)

1b • Permanent address

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

1c • Address for correspondence (only if different from permanent address)

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

1d • In case of students underage of 18 parent legal representative guardian (check one box)

Family name Name

Place of birth Date of birth (dd/mm/yy) Sex m / f

Nationality Fiscal code (only for Italian residents)

Street address City/state

Postcode/zip code Country

Tel. - country code Area code Number

Email Mobile Number

2 • I pay tuition fee by wire transfer:

Istituto Marangoni / London School
 Bank: RBS - Royal Bank of Scotland
 62/63, Threadneedle St. - EC2R 8LA London
 Account number: 23154083
 Sort Code: 16-00-15
 SWIFT CODE: RBOSGB2L
 IBAN NUMBER: GB95 RBOS 1600 1523 1540 83
 When making the bank transfer, please use full name as stated in your passport as a payment reference.
 Please send a copy of the bank transfer together with the application form.

3 • I pay tuition fee by credit card:

I am paying the school fee by credit card: Visa American Express Mastercard Eurocard Security Code: _____

Name as it appears on the card Credit card number Expiry date

Cardholder full address Cardholder signature

In certain circumstances, Istituto Marangoni reserves the right to cancel an advertised course. For example, if it is judged that the number of enrolled students is likely to compromise our exacting standard and if certain other unforeseen situations arise. In these circumstances notification will be made to all concerned, a month before the beginning of the course. The institute is not legally bound. All students already enrolled will receive a full refund. Cancellation with written notice 60 days before the course starting date: full refund; 59-30 days before starting date: 50% refund; within 29 days: no refund will be issued. Please check at your British Embassy / Consulate whether you need an entry visa. This application form together with the waiver of responsibility letter, must be signed by a parent or guardian if the student is 16 or 17 years of age. By submitting this application, I certify to Istituto Marangoni that all information in this application and in my supporting documentation is true. I have read the present prospectus and I agree to the general conditions concerning the courses and to the cancellation policy.

Date Student's (or legal representative's) signature

APPLICATION & ENROLMENT INFORMATION for Summer courses

Minimum application document required:

- Application form
- Copy of passport / ID (for students under 18, please provide the parent/legal representative's and guardian's passport or ID card)
- Copy of bank transfer of tuition fee
- Signed terms and conditions 2023-24



GENERAL CONDITIONS to the enrolment in the Short Programmes 2023-24

Welcome to the Istituto Marangoni's terms and conditions for short programmes (the "Terms"). Please read these Terms and any documents referred to within them carefully and make sure you understand them before applying to Istituto Marangoni. You will find all policies, regulations and procedures relevant to your studies in Policies, Regulations and Procedures for Students located at: <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation>

Please note that during your time as a student with us, it is Istituto Marangoni's policy to use your personal email address to communicate with you. Please check your emails regularly to make sure you stay up to date and please ensure you make us aware if you change your email address at any time.

If you are under 18 at the time of submitting an application form please ensure that you and your Parent (as defined below) read and understand these Terms. If you do not understand any part of these Terms (or any of the documents referred to in the Terms), please discuss it with our admissions team by phone on +44 (0)20 7377 9347 or email them at admissions.london@istitutomarangoni.com before applying to Istituto Marangoni. These Terms form part of any contract between you and Istituto Marangoni Ltd (registered in England and Wales with company number 4551096) ("Istituto Marangoni", "School", "we", "us", or "our") under which we agree to enrol you as a student on one of our programmes and provide you with our education services. These Terms set out your rights and obligations as well as our obligations and the limitations of liability to you under any agreement between you and us. In particular, please note the terms dealing with changes to these Terms set out in term 1.3, additional costs set out in term 3.6, changes to the Programme and other variations set out in term 7 and our limitation of liability to you set out in term 13.

To help you navigate through these Terms, we have set out hyperlinks below to the different sections. Please click on the links below to take you to the relevant section:

1. Our Contract
2. Application Process
3. Fees and Additional Costs
4. Cancellation
5. Your Obligations
6. Our Obligations
7. Changes to programmes and other variations
8. Students under the age of 18
9. Visa Compliance
11. Refund and Compensation Policy
12. Information Sharing and Data Protection
13. Liability
14. Intellectual Property
15. General
16. Complaints

The definitions set out below apply in these Terms:

"Additional Costs" has the meaning set out in term 3.6;

"Blended Course" means a course which is delivered partly on campus and partly online;

"International Student" means a student who requires a short term study visa to take one of our short programmes in the United Kingdom;

"Parent" means a natural parent, or any person who, although not a natural parent, has parental responsibility for a child or young person, including: (i) a "legal guardian" (being an individual who has legal authority to care for a child under 18 years of age); or (ii) a "carer" (being an individual who is responsible for caring for a child under 18 years of age);

"Programme" means the programme specified in your application form;

"Tuition Fees" means the fees detailed in our admission pack and on our website www.istitutomarangoni.com;

"UKVI" has the meaning set out in term 9.2.4; and

"UKVI Rules" means the UKVI rules located at:

<https://www.gov.uk/guidance/immigration-rules/immigration-rules-part-3-students>

Any words following the terms "including", "include", "in particular", "for example" or any similar expression shall be construed as illustrative and shall not limit the sense of the words preceding those terms.

1. Our contract

1.1 These Terms and the following documents together form the contract between you and us ("our Contract"):

(a) the application form and any terms set out within it, and in any terms contained in the admissions pack [or provided in the online admissions system portal (as may be applicable to the Programme you wish to apply for)];

(b) our policies, procedures and regulations;

(i) the student handbook: see <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

(ii) [the relevant programme specifications: see <https://www.istitutomarangoni.com/en/campus/london/courses-in-london/>]

(iii) the code of conduct: see <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

(iv) the student code of conduct: see <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

(v) the terms set out in the complaints procedure and appeals procedure, see <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

1.2 Our Contract is formed when we accept your application for a Programme at the School, in accordance with term 2.6 or 2.7 (as applicable). Therefore please check that you have read and understood these Terms and each of the documents listed in term 1.1 above, before applying. In addition, please check that the details in your application form and in any other document you provide to the School in connection with your application are accurate and up to date with no material omissions. By submitting the application form (whether directly or via an agent authorised to act on your behalf), you offer to enrol on your chosen Programme on the basis of these Terms.

1.3 We may revise and amend these Terms from time to time and will give you prior notice of any changes to our Terms. In the unlikely event that any amendment materially changes our Contract to your detriment, you may choose to withdraw from your Programme, terminate our Contract and claim a refund under term 11.1.5 and/or compensation under term 11.3.7. To claim a refund and/or compensation under this term, please follow our complaints procedure at <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>.

2. Application process

2.1 The "application form" referred to in these Terms is available to you via our online admissions portal at <http://admission.istitutomarangoni.com/eng> or it can be downloaded (or otherwise provided to you via email) as part of the admissions pack <http://www.istitutomarangoni.com/brochure/en/admission-pack-international-fashion-design.pdf>

2.2 Tuition Fees must be paid before or at the time of submitting the application form and in the manner specified in the application form. If payment is made by electronic transfer, a copy of the bank transfer must be submitted to us with the application form. We will not process your application until we have received cleared funds. On confirmation of payment from our bank, we will confirm receipt of payment to you.

2.3 On receipt of the Tuition Fee, your completed application form and the documents listed in the application form or in these Terms, we will check that you satisfy the eligibility criteria for your chosen Programme. If you are an International Student additional obligations apply, as described on the application form and in term 9.2.

2.4 If you do not satisfy our eligibility criteria, we may refuse your application unless we decide, in our absolute discretion, that you have demonstrated similar academic potential as is required by our eligibility criteria, in which case we will consider you for a place on the Programme. If we refuse your application, we will refund you in accordance with term 11.2.2(i).

2.5 If you satisfy the eligibility criteria, we will consider you for a place on the Programme, but a place is not guaranteed. We may decline your application for other reasons such as over-subscription or under-subscription for the relevant Programme or if you have previously cancelled an application to us or otherwise withdrawn from a programme. If we decline your application, we will refund you in accordance with term 11.2.2(i).

2.6 We will advise you in writing as to whether we have accepted your application. Our Contract will be formed when we send you our written acceptance.

2.7 We might not permit you to enrol with the School, if:

(a) [you fail to report to the School within [INSERT PERIOD IF REQUIRE the date notified to you for commencement of your on-campus tuition;]

(b) you have not paid all the Tuition Fees;

(c) you do not have the correct visa documentation;

(d) you have provided materially incorrect, misleading, untrue or fraudulent information or you have withheld any information that might be relevant to your application for a place on a Programme; and/or

(e) you fail to provide us, by the date specified by us, with any documentation or any other information reasonably requested by us in the application pack or otherwise (which includes a signed parental consent form if you are under 18 years old on [1 September of the year that you are enrolling on a Programme] OR [the start date of your Programme]).

In the circumstances described above, we may immediately on written notice either (a) suspend you from the Programme or (b) withdraw you from the Programme and terminate our Contract.

If we withdraw you from the Programme for the reasons described in term 2.10.1, you might not receive a refund: please see term 11.1.7 below.

If we withdraw you from the Programme for the reasons described in term 2.10.2, you might not receive a refund: please see term 3.10 below. If we withdraw you from the Programme for the reasons described in terms 2.10.3 to

2.10.5 we will refund any Tuition Fees and any other fees paid to us under our Contract (subject to deduction of the administration charge described in term 11.4.3). In the circumstance described in term 2.10.2 (non-payment), we will contact you to discuss the options that may be available to you to resolve the issue prior to suspending or withdrawing you from the Programme.

3. Fees and additional costs

Additional Costs

3.1 In addition to the Tuition Fees, you may also be required to pay the following additional costs ("Additional Costs"):

(a) Administration fees payable to us, including:

(i) [if you are an International Student, a fee of £250 to return fees paid by you if your visa application is refused;]

(ii) Charges for any late or dishonoured payments ("default payments");

(iii) [a fee of £250 for any programme transfer or programme deferral granted in accordance with term 10.3 or 10.5 (as applicable);]

(iv) [courier charges (for sending copies of certificates);]

(v) Charges we may reasonably incur as a result of your failure to comply with these Terms or the student handbook or code of conduct;

(vi) An administrative fee of £250 in respect of refunds in the circumstances set out in term 11.4.3.

(b) [cost of materials, text books, printing costs, equipment, art supplies and other related items (depending on the course you are studying) to support your studies (as may be applicable to your Programme and as listed on the webpage for your Programme located at <https://www.istitutomarangoni.com/en/campus/london/courses-in-london/>) (for the Fashion& Cities course, please see the information on the application form);

(c) Fees payable to third parties, including air fares, travel costs and accommodation fees, personal expenses, . We have no control over or responsibility for fees payable to third parties;

(d) Personal expenses and meals; and

(e) Health insurance, insurance for travel delays or cancellation and emergency return travel to the home country, and insurance for loss or damage to personal property (all of which is recommended).

3.2 Additional Costs are payable by you as and when requested by us or by a third party (as the case may be).

General

3.3 If you fail to pay all or any part of your Tuition Fees or any other fees payable under the Contract for any reason, we may take legal action against you to recover the fees payable to us, plus our reasonable expenses for the costs of taking such an action. We also reserve the right (provided the unpaid amount is more than trivial and relates to the Tuition Fees and not accommodation costs or other non-academic costs) to take one or more of the following actions:

(a) Suspend, exclude or withdraw you from your Programme;

(b) 3.10.3 3.10.4 withhold and the issue of any certificate;

(c) and/or

(d) Terminate our Contract immediately on written notice and we will refund any Tuition

Fees and any other fees already paid to us under our Contract unless your Programme has already commenced and we are unable to recruit another student in your place. If we are able to recruit another student in your place we will refund any fees paid to us under our Contract less:

(i) an administration charge of £250;

(ii) our reasonable administration costs relating to the recruitment of the replacement student; and

(iii) our reasonable administration costs for dealing with your termination and withdrawal from the Programme.

Prior to taking any action listed in this term 3.10, we will try to contact you to request payment and discuss how the issue may be resolved.

4. Cancellation

4.1 You have the legal right to change your mind and cancel our Contract without giving a reason within 14 days starting from the day after we accept your application for a place on the Programme (the "Cooling-off Period"). If you do so, subject to term 4.2 below, we will refund any Tuition Fees and any other fees already paid to us by you or on your behalf. Any refund payable under this term will be paid within 14 days of you cancelling our Contract.

4.2 If we accept your application for a Programme which starts during the Cooling-off Period and you cancel our Contract during the Cooling-off Period but after the Programme has started, you must pay for the part of the Programme that has been provided until the time that we are informed of your decision to cancel our Contract, in accordance with term 4.3, below.

4.3 How to cancel our Contract within the Cooling-off Period: Please let us know by a clear statement that you wish to cancel our Contract. You may use the form at <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/> to notify us, but you are not obliged to do so. If you would like to use this form please print it off, complete it as indicated and send it by post or email to the address provided on the form. Alternatively you may let us know by sending us a clear statement that you wish to cancel our Contract by email to admissions.london@istitutomarangoni.com. We will promptly acknowledge in writing receipt of your cancellation.

4.4 You may terminate our Contract after expiry of the Cooling-off Period, but you must do so in accordance with term 10.1 below.

5. Your obligations

5.1 You represent, warrant and undertake that all the information provided on your application form is complete, up-to-date (as of the date submitted to us) and accurate in all respects and that there are no material omissions. It is your obligation to promptly notify us of any changes.

5.2 You agree to:

(a) Enrol at the start of your Programme, at the time and the place directed by us;

(b) Attend lectures, seminars and tutorials and submit assignments as required for your Programme and as described in our Attendance Policy set out in the student

(c) Comply with:

(i) These Terms, the student handbook, the programme specification, the code handbook: see <http://www.istitutomarangoni.com/en/campus/london/unless agreed otherwise with us because of extenuating circumstances; or> conduct, the complaints and appeals procedure and the student code of conduct (see links in term 1.1 above), whether the Programme is a Blended Course or online only; any applicable rules, regulations and/or policies related to your Programme and notified to you: see <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

(ii) The reasonable requests of our staff;

(iii) All requirements imposed by law, regulation or judicial order at any time, for example requirements under health and safety laws, equality laws, and anti-terrorism laws. These may also include criminal checks, health checks, adherence to our English language requirement (if applicable); and

(iv) If you are an International Student, any rules and/or requirements imposed by the UKVI;

(d) Keep us informed of:

(i) Any change in your visa status, if you are an International Student or any non-British/EEA national; and

(ii) Any changes to your personal information (including your email address, home address and next of kin) provided in your application form or notified to us at any other time and, if you are an International 4 Student, you must also comply with term 9.2.13;

(e) Declare any criminal charges pending against you and any criminal convictions on your application form or immediately after receipt of any such charge or conviction if these arise during your Programme;

(f) Submit your own work and not plagiarise the work of others;

(g) Behave appropriately at all times and in such a manner as not to:

(i) Cause a nuisance, injury or damage to other persons (in particular, other students, our staff, contractors, agents and any visitors);

(ii) Intentionally or recklessly misuse, damage or interfere with equipment or facilities made available to you by us or to any of our property;

(iii) Impede or prevent the provision of any programme of study offered by us; or

(iv) Cause damage to our reputation.

5.3 If you fail to comply with your obligations, we may at our discretion:

(a) Notify you of such failure and where appropriate arrange a meeting with you; and/or

(b) If your breach is material or persistent, immediately on written notice, dismiss you from your Programme and terminate our Contract (as per our disciplinary procedures: see –

<https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

In these circumstances, you would not be entitled to a full refund: please see term 11.2.3.

5.4 Non-UK students must have adequate health insurance. It is important that you notify us of any welfare or medical conditions, disabilities or allergies that you have when you make your application so that we can care for you appropriately and make any reasonable adjustments as may be necessary. You should also notify us of any other medical conditions where special arrangements may be required. Please also notify us, when submitting your application form or as soon as possible thereafter of any medical condition (including pregnancy) and any health care or medical procedures you may require during the Programme, if this may affect your ability to fully attend the Programme. If an independent medical practitioner acting in their reasonable discretion considers that any medical procedures you notify us of in accordance with this term are avoidable or could be undertaken at another time (other than during the period in which the Programme is ongoing), then we may ask you to postpone such treatment and if you refuse, we may terminate our Contract immediately on written notice. In these circumstances, you would not be entitled to a full refund: please see term 11.2.3.

5.5 You are required to attend your Programme in full. If you are unable to attend any session, you must inform your manager. If your attendance on the Programme falls below the limits set by the student handbook (regardless of the reason for any absence), we will provide written notice to you that continued failure to attend the Programme might result in your dismissal from the Programme. If, following such notice, your attendance on the Programme continues to be unsatisfactory in our reasonable discretion, we may on written notice, dismiss you with immediate effect at any time from the Programme and terminate our Contract. In these circumstances, you would not be entitled to a full refund: please see term 11.2.3.

Prior to taking any action listed in terms 5.5.1 and 5.5.2, we will try to meet with you to discuss your attendance and any reasons you have for your absence(s). If there are, in our reasonable discretion, extenuating circumstances for your absence(s) and we have reasonable grounds to believe you can complete your Programme within the allocated time period, despite such absence(s), we may allow you to continue on your Programme.

5.6 If you do not achieve the required pass marks for any assessments or coursework, as set out in the student handbook, you shall not be entitled to receive a final certificate.

6. Our obligations

6.1 We shall provide an education service with reasonable skill and care.

7. Changes to programmes and other variations

The School will use all reasonable endeavours to deliver the Programme in accordance with the programme specifications located at <https://www.istitutomarangoni.com/en/campus/london/courses-in-london/> (and as otherwise notified to you). Programme start and end dates are not expected to change. However, we may need to alter dates, make variations to the content and methods of delivery of programmes, change tutors and locations from the published timetable, or make other reasonable changes with the overall aim of facilitating or improving the provision of any programme and to ensure that the School delivers the best quality of educational experience to you. Some examples of these changes and the reasons for such changes may include:

(a) Keeping our programme content and delivery up to date and relevant. We may need to implement technical adjustments and/or improvements, for example: to reflect developments in academic teaching, research and/or professional standards/requirements; to address any results from our regular student feedback sessions.

(b) To reflect changes in relevant laws, statutory, awarding body, regulatory and/or professional body requirements and/or sector regulation.

(c) Altering the location of your Programme. For example, to allow the School to provide the best facilities and academic provision for its students.

7.2 In making any such changes, we will aim to keep the changes to the minimum necessary to achieve the required quality of experience and will notify the affected students and applicants in advance about any changes that are required.

7.3 If we intend to make a material change to your Programme we will consult with you and take reasonable steps to obtain student consent (and, where appropriate, the consent of applicants who have been accepted and who may be directly affected by the change) and we will inform the affected students and (where appropriate, affected applicants) if we decide to implement the change(s). If you did not consent to the change and our implementation of the change materially affects you to your detriment, where appropriate, we will work with you to try to reduce the effect on you or find an appropriate solution.

7.4 If any change we make pursuant to term 7.1 above materially affects you to your detriment, you may withdraw from the Programme, terminate our Contract immediately by written notice and claim a refund under term 11.1.5 and/or compensation under term 11.3.7, by following our complaints procedure at: <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

Events Outside Our Control

7.5 The School will do all that it reasonably can to provide educational services as described on its website or in its prospectus or other documents issued by it. Sometimes circumstances or events may arise which are outside our reasonable control ("Events Outside Our Control") which mean we cannot provide educational services as described. Examples (without limitation) of Events Outside Our Control include:

(a) Industrial action by School staff or third parties;

(b) The unanticipated departure of key members of School staff or unavoidable specialist staff absence;

(c) Insufficient uptake of a programme;

(d) Acts of terrorism or a security threat, civil unrest or war;

(e) Epidemic, pandemic or other outbreak of illness or contamination;

(f) Damage or interruption or lack of access to buildings, facilities or equipment;

(g) Interruption in the supply of electricity, heating, lighting, air conditioning or telecommunications;

(h) Severe weather conditions, fire or flood;

(i) Changes in applicable laws, regulations, actions or delays by any government authority or local authority, including restrictions on movement or travel;

(j) Withdrawal of validation approval for the Programme; or

(k) Refusal by any government or local authority to grant any necessary licence or withdrawal of any existing licence.

7.6 In these circumstances, the School will provide as much notice as possible and will take all reasonable steps to minimise the resultant disruption to our services and to the affected students by, for example, delivering a modified version of the Programme (including changing a Blended Course to an on-line only course), providing alternative premises, or offering affected students the chance to move to another programme. For further information on how continuity and quality of study will be preserved for current students and potential students if a risk to their continued study crystallises, please see the School's Student Protection Plan. If due to an Event Outside Our Control we are unable to continue to provide the Programme, we will promptly notify you of this in writing and (if we are unable to transfer you to another programme, or you do not wish to transfer) either you or we may terminate our Contract immediately by giving written notice to the other party, and in such circumstances our liability to you will be limited to:

(b) The unanticipated departure of key members of School staff or unavoidable specialist staff absence;

(c) Insufficient uptake of a programme;

(d) Acts of terrorism or a security threat, civil unrest or war;

(e) Epidemic, pandemic or other outbreak of illness or contamination;



GENERAL CONDITIONS to the enrolment in the Short Programmes 2023-24

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- (f) Damage or interruption or lack of access to buildings, facilities or equipment;
 (g) Interruption in the supply of electricity, heating, lighting, air conditioning or telecommunications;
 (h) Severe weather conditions, fire or flood;
 (i) Changes in applicable laws, regulations, actions or delays by any government authority or local authority, including restrictions on movement or travel;
 (j) Withdrawal of validation approval for the Programme; or
 (k) Refusal by any government or local authority to grant any necessary licence or withdrawal of any existing licence.

7.6 In these circumstances, the School will provide as much notice as possible and will take all reasonable steps to minimise the resultant disruption to our services and to the affected students by, for example, delivering a modified version of the Programme (including changing a Blended Course to an on-line only course), providing alternative premises, or offering affected students the chance to move to another programme. For further information on how continuity and quality of study will be preserved for current students and potential students if a risk to their continued study crystallises, please see the School's Student Protection Plan. If due to an Event Outside Our Control we are unable to continue to provide the Programme, we will promptly notify you of this in writing and (if we are unable to transfer you to another programme, or you do not wish to transfer) either you or we may terminate our Contract immediately by giving written notice to the other party, and in such circumstances our liability to you will be limited to:

- (a) A refund of the Tuition Fees taking into consideration (where applicable) the proportion of the Programme completed at the time of termination of our Contract; and
 (b) Any compensation payable to you under our refund and compensation policy set out at term 11.3.7.
 Change in Location of your Programme

7.7 Where there is a change in the location of your Programme, and you decide to continue on the Programme, you may be entitled to compensation under our refund and compensation policy set out at term 11.3.7. You may claim compensation by following our complaints procedure at <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

8. Students under the age of 18

8.1 Students under 18 may not enrol for Blended Courses and may enrol for fully online short courses only. We cannot accept applications from students who will be under [15] OR [17] at the time of enrolment.

8.2 For students who will be aged [15-]17 years at the date of enrolment, the following documents and information will be required with the application:

- (a) application form signed by a Parent
 (b) a copy of these conditions signed by a Parent
 (c) waiver letter signed by a Parent
 (d) [certified copy of] the passport/ID document of the student
 (e) [certified copy of] passport/ID document of both the student's Parents
 (f) Confirmation of the student's travel and accommodation arrangements. 8.3 If the national law of the student's home country requires an authorisation to travel abroad to be signed by the Parent(s) of the student, the student and his/her Parent(s) shall be responsible for obtaining or providing one.

9. Visa Compliance (For International Students)

- (a) You represent, warrant and undertake that you are entering into this Contract for the purposes of undertaking and completing your Programme and not for any other purpose, including without limitation to seek employment or healthcare during the period of your Programme.
 (b) We will provide you with an invitation letter in support of your application for a short term study visa. UK Visas and Immigration ("UKVI") grants such applications in its sole discretion and we do not accept any responsibility for the success or failure of any student visa application.
 (c) You must adhere to all rules, regulations and requirements as stipulated by UKVI.
 (d) You agree to keep us updated on the progress and outcome of your visa application and let us know of any delays in receiving your visa.
 (e) You will inform us immediately if your visa application is refused and send us a copy of the visa refusal letter as soon as possible and in any event within 5 days of you receiving it. In the event that you do not wish to re-apply for a student visa, we will refund you in accordance with term 11.2.2(iv) or term 11.2.4.

(f) On enrolment you must provide us with the following information:

- (i) Your current original passport containing your UK immigration status document and original BRP (if applicable), to enable us to take a photocopy/electronic copy of the relevant page; and
 (ii) Any original documents relied on in support of your application;
 (g) On enrolment and at all times during your studies of the Programme you must provide us with:
 (i) your up-to-date contact details, including your UK residential address, telephone number (landline and mobile), email address and contact details of your next of kin;
 (ii) If you are under 18, consent from your Parent(s) to your care arrangements in the UK, details of any changes to these care arrangements and the consent of your Parent(s) to such changes;
 (iii) Prior notification of any intended absence from your Programme for any period together with the reason for such absence and any supporting evidence;
 (iv) Prior notification of any intended withdrawal from your Programme, with supporting evidence of re-enrolment with a different sponsor, change of immigration category or re-entry into your home country, to be provided as soon as it becomes available;
 (v) Notification of any changes to your nationality, name, gender or facial appearance (for UKVI biometrics purposes); and
 (vi) Any other information or change in circumstances which could affect your immigration and visa status.

9.2 You (as an International Student) must not work in the UK under any circumstances (except as part of a course accredited work placement).

9.3 If, for any reason, you withdraw or we withdraw you from the Programme after your visa has been granted, you must provide us with confirmation that you have returned overseas or that you remain overseas and have not entered the UK.

10. Withdrawal, Termination, Programme Transfer and Programme Deferrals.

10.1 Withdrawal by you after the Cooling-off Period:

After the Cooling-off Period you may still withdraw from the Programme and terminate our Contract at any time by giving notice in writing to academicervices.london@istitutomarangoni.com. Withdrawal from the Programme and termination of our Contract will take effect from receipt of your written notice. You may be entitled to a full or partial refund as set out in term 11.1.

10.1 Withdrawal by us:

- In addition to any other rights of termination that we may have under these Terms, we may withdraw you from the Programme and terminate our Contract immediately by notice in writing if:
 (a) you have provided materially incorrect, misleading, untrue or fraudulent information or you have withheld any information: (i) that might be relevant to your application for a place on a Programme, (see term 2.10.4); or (ii) at any other time;
 (b) you do not pay the Tuition Fees as required under terms 3.1 and 3.3;
 (c) you do not attend on-campus for the start of your Programme (for Blended Courses only);
 (d) we decide that you may not continue as a student of the School due to a breach of the student handbook, and/or our Code of Conduct – see: <http://www.istitutomarangoni.com/en/campus/london/>
 (e) your behaviour represents a serious risk to the safety, health and/or welfare of yourself or others; or
 (f) you commit a material breach of our Contract, and if such breach is remediable, you fail to remedy it within 30 days after being notified in writing to do so,
 or in accordance with terms 5.3, 5.4, 5.5, 9.2.11 and 9.8.

In such circumstances, you may be entitled to a full or partial refund as set out in terms 2.9, 2.10, 3.10.6 or 11.2.

Programme Transfers and Deferrals

10.2 Subject to term 10.4 below, we may grant Programme transfers (transfer from one programme at Istituto Marangoni London to another programme at Istituto Marangoni London) in our absolute discretion provided at all times you apply in writing no later than one week after the commencement of the Programme and pay an administration fee of £250.

10.3 Subject to term 10.6 below, we may grant programme deferrals in our absolute discretion provided at all times you apply in writing no later than one week after the commencement of the Programme and pay an administration fee of £ 250.

11. Refund and Compensation Policy

11.1 Refunds for students who choose to withdraw for convenience or because of changes to these Terms or to the Programme.

11.1.1 This term 11.1 applies to students who decide to withdraw from the Programme under term 1.3, 4, 7.4, 10.1, or who do not enrol within two weeks of the enrolment date (for Blended Courses).

11.1.2 If you cancel our Contract within the Cooling-off Period we will provide you with a refund as described in term 4.1.

11.1.3 If you withdraw from the Programme under term 10.1 (for convenience), and we are unable to recruit another student on to your Programme in your place, you will not be entitled to a refund of any fees paid to us under our Contract unless a complaint investigation reveals that your cancellation is as a direct result of an error by the School, in which case we will provide you with an appropriate refund taking into consideration the proportion of the Programme completed at the time of the cancellation.

11.1.4 If you withdraw from the Programme under term 10.1 (for convenience), and we are able to recruit another student onto your Programme in your place, we will provide you with a full refund of your Tuition Fees paid to us under our Contract subject to the following deductions:

- (i) an administration fee of £ 250 for dealing with your recruitment;
 (ii) our reasonable administration costs relating to the recruitment of the replacement student;
 (iii) our reasonable administration costs for dealing with your withdrawal from the Programme; and
 (iv) your tuition and assessment costs and the costs of any other services provided to you up to the date of such withdrawal, dismissal, cancellation or termination (if applicable).

11.1.5 If you withdraw from the Programme under term 1.3 (because we have made a material change to these Terms) or term 7.4 (because we have made a material change to the Programme), in addition to any compensation that you might be entitled to, we will refund you as follows:

- (i) if you withdraw prior to the Programme start date, we will provide a full refund of the Tuition Fees; or
 (ii) if you withdraw on or after the Programme start date, we will provide you with an appropriate refund taking into consideration the proportion of the Programme completed at the time of termination of our Contract.
 11.1.6 If you fail to report to the School within 2 weeks of the enrolment date notified to you, and we are unable to recruit another student on to your Programme in your place, you will not be entitled to a refund of any fees paid to us under our Contract unless (a) a complaint investigation reveals that your cancellation is as a direct result of an error by the School, or (b) in our reasonable discretion, there are extenuating reasons for your absence.

11.2 Refunds for students withdrawn from a Programme by the School;

11.2.1 This term 11.2 applies to students withdrawn from a Programme by the School or refused a place on a Programme.

11.2.2 Subject to term 11.4.3 below, we will refund the Tuition Fees, and any other fees paid to us under our Contract if:

- (i) we do not accept your application for a place on the Programme;
 (ii) we terminate our Contract because you do not meet the relevant English language requirement; or
 (iii) your visa application is refused for reasons other than those set out in term 11.2.3(ix) (in these circumstances we will require a copy of the refusal letter before processing your refund).
 11.2.3 If we terminate our Contract in any of the following situations:

- (i) where you have not completed your enrolment at the beginning of your Programme (term 10.2.4), other than for reasons mentioned in term 11.2.2 above;
 (ii) where you have breached the student handbook and/ or Code of conduct (term 10.2.5);
 (iii) where you have breached your obligations under our Contract in a material or persistent way (term 5.3);
 (iv) where you refuse to postpone medical treatment in the circumstances outlined in term 5.4);
 (v) where your attendance falls below the limits set by the student handbook (term 5.5)
 (vi) where we withdraw sponsorship as a result of your non-compliance with our Contract or any UKVI Rules or other requirements (International Students only: term 9.8); or

(vii) where your visa application is refused for reasons such as you have provided incorrect, incomplete, fraudulent or misleading information or documentation to the UKVI or you have deliberately submitted a visa application with the intention of being refused a visa, you will only be entitled to a refund if we are able to recruit another student onto the Programme in your place (and in the circumstances set out in this term 11.2.3 (ix), if you have provided us with a copy of your refusal letter), we will refund your Tuition Fees, subject to the following deductions:

- (b) an administration charge of £ 250 for dealing with your recruitment;
 (c) our reasonable administration costs relating to the recruitment of the replacement student;
 (d) our reasonable administration costs for dealing with your termination and withdrawal from the Programme; and
 (e) your tuition and assessment costs and the costs of any other services provided to you up to the date of termination of our Contract.

For refunds where your visa application has been refused, we will require a copy of the refusal letter as soon as possible. The earlier you provide this, the higher the chance of recruiting a replacement student, enabling us to refund you.

11.3 Refunds and Compensation policy for non-continuation of study.

11.3.1 The School has published a Student Protection Plan that sets out how continuation of study will be preserved for current and potential students if a risk to their continued study crystallises. The Student Protection Plan outlines the types of risk that might apply and explains the approach the School would take if these risks were to materialise.

11.3.2 This term 11.3 sets out the circumstances in which the School will refund Tuition Fees and any other relevant fees paid to us under our Contract and provide compensation where necessary if the School is no longer able to preserve the continuation of study for one or more students.

11.3.3 The School considers refunds and compensation a remedy of last resort and is committed to using its best endeavours to ensure all students are able to continue and complete their studies at the School.

11.3.4 A reference to the School no longer being able to preserve the continuation of study means that the School has terminated or intends to terminate a Programme, on which:

- (b) an administration charge of £ 250 for dealing with your recruitment;
 (c) our reasonable administration costs relating to the recruitment of the replacement student;
 (d) our reasonable administration costs for dealing with your termination and withdrawal from the Programme; and
 (e) your tuition and assessment costs and the costs of any other services provided to you up to the date of termination of our Contract.

For refunds where your visa application has been refused, we will require a copy of the refusal letter as soon as possible. The earlier you provide this, the higher the chance of recruiting a replacement student, enabling us to refund you.

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11.3.3 The School considers refunds and compensation a remedy of last resort and is committed to using its best endeavours to ensure all students are able to continue and complete their studies at the School.

11.3.4 A reference to the School no longer being able to preserve the continuation of study means that the School has terminated or intends to terminate a Programme, on which:

- (i) you have accepted a place but not yet enrolled; or
 (ii) you have enrolled but have not yet completed your Programme.
 11.3.5 This term 11.3 will not apply to individuals who have completed their Programme unless a claim is submitted via our complaints procedures within one month of the student's completion of studies.

11.3.6 In addition to your rights set out in these Terms, you also have additional statutory remedies under the Consumer Rights Act 2015 and the Higher Education and Research Act 2017.

11.3.7 Where we are no longer able to preserve the continuation of study due to:

- (i) an Event Outside Our Control; or
 (ii) any other circumstance or event that is described as being a risk to the continuation of your Programme (as set out in our Student Protection Plan and you decide to transfer to another programme or withdraw from your Programme or we have to terminate our Contract, OR
 (iii) we make a change a material change to these Terms (under term 1.3) or a material change to the Programme (under term 7.4), we will:
 (iv) consult and communicate with students;
 (v) offer students advice and support to help them decide whether or not to transfer to another programme;
 (vi) assess compensation claims from eligible students following the procedures set out at 11.3.8;
 (vii) compensate eligible students to adequately cover additional travel costs within the UK for students affected by a change in location of their programme (if any);
 (viii) refund students in accordance with term 7.6 or term 11.1.5 (as applicable);
 (ix) communicate with applicants who have not yet enrolled on a programme, to include an offer of advice and support to help them decide whether or not to apply for a different programme at the School or find a suitable alternative.

11.3.8 To claim any compensation that you may be entitled to under our Contract, please follow our Student Complaints Procedure set out at <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

11.3.9 If a student is dissatisfied with the outcome of a claim for compensation under this policy, the student may be able to apply for review by the Office of the Independent Adjudicator for Higher Education (OIA). [<http://www.oiahe.org.uk/>]

11.4 Refund Payments

11.4.1 Refunds will only be made to the bank and account holder (or financial institution) that originally paid the Tuition Fees or other fees and will not be paid in cash.

11.4.2 All refund payments payable under terms 2.10, 3.10, 11.1.4, 11.2.2 and 11.2.3 will be subject to a deduction of an administration charge of £ 250.

12. Information sharing and data protection

12.1 Please refer to our Privacy Policy at www.istitutomarangoni.com/en/terms-of-use-and-privacy/ for details of how we use the information that we collect from you.

12.2 The Higher Education Statistics Agency Limited (HESA) is the body responsible for collecting and disseminating information about higher education in the UK and the Designated Data Body for England (www.hesa.ac.uk/ about). You are also advised that HESA is a Controller of your information. HESA's wholly-owned subsidiary company HESA Services Limited acts as a Processor to do work on behalf of HESA and other organisations described in the Student Collection Notice here: www.hesa.ac.uk/fpn , but may also act as a Controller. Reference to "your provider" refers to the higher education provider which you attend. This notice relates to information about you which will be collected by your provider and passed to HESA and to other organisations as described in the Student Collection Notice. This notice sets out information about HESA and other controllers of your data, how and why they process your data, the legal bases for this processing, and your rights under data protection legislation. This notice is regularly reviewed and sometimes updated, for example when organisations change their name, or to clarify how your information is used. Updates may be made at any time and you will always find the most up to date version at www.hesa.ac.uk/fpn.

13. Liability

13.1 Nothing in our Contract shall exclude or limit in any way our liability: 13.1.1 for death or personal injury caused by our negligence;

13.1.2 for fraud or fraudulent misrepresentation; or

13.1.3 which cannot be excluded or limited under laws relating to discrimination, occupier's liability or health and safety.

13.2 Subject to terms 7.6 and 13.1 above, if we fail to comply with the terms of our Contract:

- (a) our total liability for loss or damage you suffer as a foreseeable result of our failure to provide the Programme, either at all or to a reasonable standard, shall not exceed:
 (i) the total Tuition Fees payable by you for the Programme;
 (ii) any reasonable costs already incurred by you in relation to the Programme, such as visa fees, accommodation costs and travel costs directly relating to the Programme;
 (iii) any compensation you are entitled to under our refund and compensation policy set out at term 11.3; and
 (b) we shall not be liable for any loss or damage that is not foreseeable, or for indirect losses which happen as a side effect of the main loss or damage and which are not foreseeable. Loss or damage is foreseeable if it is obvious that it will happen or if, at the time the Contract between us was made, both you and we knew it might happen. In particular we shall not be liable for the loss or theft of your property or cash, unless caused by our staff.
 13.3 You will be liable to pay for any damage you cause to our premises or property.

14. Intellectual Property

14.1 The copyright, design right and all and any other intellectual property rights in any programme materials, examination papers and any other documents or items that we prepare, produce (which shall include any materials prepared or produced by our employees, contractors or agents) or otherwise provide in connection with your Programme belong to us, or our licensors.

14.2 You may not use the materials, documents or other items detailed in term 14.1 for any commercial purpose.

14.3 If you create intellectual property rights (IPR) during your studies or research, the standard position is that, subject to term 14.4 below, you will own such rights, unless you and we agree otherwise.

15. General

15.1 If any court or competent authority decides that any of the provisions of these terms are invalid, unlawful or unenforceable to any extent, such term will, to that extent only, be severed from the remaining terms, which will continue to be valid to the fullest extent permitted by law.

15.2 If we fail, at any time while these terms are in force, to insist that you perform any of your obligations under these terms, or if we do not exercise any of our rights or remedies under these terms, that will not mean that we have waived such rights or remedies and will not mean that you do not have to comply with those obligations. If we do waive a default by you that will not mean that we will automatically waive any subsequent default by you. No waiver by us of any of these terms shall be effective unless we expressly say that it is a waiver and we tell you so in writing.

15.3 A person who is not party to the Contract (including without limitation any party that is responsible in whole or part for your fees) shall not have any rights under or in connection with it under the Contracts (Rights of Third Parties) Act 1999.

15.4 The Contract shall be governed by English law and you and we agree to the non-exclusive jurisdiction of the English courts.

16. Complaints

16.1 The School recognises there may be occasions where students wish to raise legitimate complaints relating to their programme, or the facilities and services provided by the School. It is important to both students and staff to know that such complaints will be dealt with seriously and transparently, and without fear of recrimination. To ensure that this happens, the School has in place a Student Complaints Procedure and an Student Appeals Procedure, which details procedures and parameters for making a complaint, alongside what action may be taken in response to complaints: see – <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/>

16.2 If having exhausted all stages of the School's internal complaints procedure, a student considers that the School has failed to consider and respond to their complaint appropriately, the student can refer their complaint to the Awarding Body (in respect of validated provision) and then to the Office of the Independent Adjudicator for Higher Education, which provides an independent scheme for the review of student complaints.

16.3 If you have a complaint about our admission process, please see our complaints procedure for further information: see <https://www.istitutomarangoni.com/en/campus/london/london-school-regulatory-documentation/w>

I have read and I accept terms and conditions:

London, date:

Student's signature



London

INFORMATION PURSUANT TO ART. 13 of EU Regulation 679/16 (GDPR)

1) Why are you receiving this communication?

Istituto Marangoni Ltd, as Data Controller, wishes to inform you about what type of data we collect and through which methods, in order to guarantee respect for your rights and your fundamental freedoms, with particular reference to the confidentiality and security with which the data is processed.

2) What personal data do we collect?

Istituto Marangoni Ltd collects and stores your personal and identifying data (such as given name, surname, residential address, email address, courses of interest, citizenship, gender, place and date of birth, telephone number) through the following channels:

- a) completion of web forms;
- b) paper forms collected at the time of accreditation at the Marangoni Institute Open Day;
- c) other events organised at our Campus or at other locations.

We can ask social media channels to send information about our courses based on their users' profiles and according to their data processing policy, but we are not aware of your name.

3) For what purposes do we use your personal data?

Istituto Marangoni Ltd uses your data for the following purposes:

- to accredit you during events promoted by our Campus, such as the Istituto Marangoni Open Day;
- to contact you and send you information about our courses via email or a telephone call following any request you make;
- to aggregate and analyse the information collected to improve our range of educational courses.

3.2 Subject to your express consent:

- to send you communications relating to Campus initiatives, our scholarships, our courses and events that might be of interest to you;
- to insert your data into our databases to implement profiling activities in order to send you proposals and offers in line with your interests.

Istituto Marangoni Ltd uses your data for the following purposes:

4) How long do we retain your personal data?

We keep your data for 3 years from our last contact with you, unless you wish to request its deletion before then. After this deadline, it will be deleted or made anonymous for statistical reasons.

5) The security of your personal data

Your data will be processed using equipment that guarantees 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 processing in question, including communication with the subjects assigned to the processing itself. The data concerned will not be disseminated, however, it will or may be communicated to public or private entities or individuals, 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 Istituto Marangoni Ltd. Your data may also be accessed by authorised persons employed by Galileo Global Education (Parent Company, owner of Istituto Marangoni Ltd), as well as NABA (Nuova Accademia S.r.l.) and Domus Academy S.r.l., whose shares are wholly owned by Istituto Marangoni Ltd. Personal data will not be disseminated in any way, in addition, it may be communicated and processed by third parties duly appointed as Data Processors, such as external collaborators and companies that provide specific technical services. 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 EC regulatory provisions.

7) Where is your personal data stored?

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 transmission of your data is optional. If you do not consent, you will not be able to learn about our initiatives, our events and the courses that we will organise.

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

In accordance with the provisions of the GDPR, Istituto Marangoni Ltd guarantees you the following rights:

- to obtain confirmation of whether or not your personal data is being processed and, if so, obtain access to such data (Article 15, Right of access);
- to obtain, without undue delay, the rectification of inaccurate personal data concerning you (Article 16, Right to rectification);
- to obtain the erasure of personal data concerning you without undue delay. Istituto Marangoni Ltd 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 it 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 Istituto Marangoni Ltd (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 (Autorità Garante per la protezione dei dati personali). Alternatively, if you live in another country, you can contact your local Data Protection Authority.

11) Data Controller

The Data Controller is:

Istituto Marangoni Ltd - 30, Fashion Street, London E1 6PX • United Kingdom t. +44 (0)20 7377 9347. E-mail: privacy@istitutomarangoni.com

Data Protection Officer (DPO) is:

Frareg S.r.l. – Viale Jenner 38 – 20159 Milano MI

E-mail: dpo@frareg.com - Telefono: 0269010030

12) Updates 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 website.

YES NO 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 (yes mandatory).

YES NO I agree to the processing of my data for the publication of your photographs and/or videos for educational or institutional purposes, including on the Holder's website and/or on their social networks.

YES NO I agree to the processing of my data for the publication of your photographs and/or videos for info-promotional purposes, including on the Holder's website and/or on their social networks.

YES NO I consent to the processing of my data to receive information on Campus initiatives, scholarships, courses and events that may be of interest to me.

YES NO I consent to the processing of my data for profiling purposes.

Form

Data Legible signature of the Data Subject concernée

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enhancing talent since 1935