

# APPLICATION FORM

## ACADEMIC MASTER PROGRAMS

### September 2014

Print-out each page of this form. Please write clearly or type your answers to all questions in capital letters, and return this form to the International Admissions Office.  
ALL ITEMS ARE COMPULSORY.

**Mail completed application form to:**

Domus Academy  
C.A. International Admissions Office  
Via C. Darwin, 20 - 20143 Milano / Italy

**Or email to:**

admissions@domusacademy.it

THE UNDERSIGNED
First name
Surname
Date of birth
Place of birth
Country
Nationality
Gender F ( <input type="checkbox"/> ) M ( <input type="checkbox"/> )
Permanent address
Town
Zip code
Country
Home phone number (including country and area code)
Mobile phone number (including country and any other code)
Skype account (if available)
Email address 1
Email address 2
Address for correspondance
Town
Zip code
Country

## COLLEGES, UNIVERSITIES ATTENDED

1.

School name
Location
Date entered
Date departed
Graduation date
Graduation grade
Thesis or dissertation title on your previous degree
Degree/qualification (ba, etc...)

2.

School name
Location
Date entered
Date departed
Graduation date
Graduation grade
Thesis or dissertation title on your previous degree
Degree/qualification (ba, etc...)

## OTHER INFORMATION

How did you hear about Domus Academy?
Brochure
Web site*
Press*
Alumni*
Exhibition / Fair*
A Domus Academy representative*
School*
Other (please state)
*Please give the name
Have you already applied to Domus Academy?
YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes, please state year
Where else are you applying to study?

## REQUIRES

To be admitted for the September 2014 academic year of the following one-year Academic Master program in:

MASTER IN ACCESSORIES DESIGN	<b>MAD</b>	<input type="checkbox"/>
MASTER IN FASHION DESIGN	<b>MFD</b>	<input type="checkbox"/>
MASTER IN FASHION MANAGEMENT	<b>MFM</b>	<input type="checkbox"/>
MASTER IN FASHION STYLING AND VISUAL MERCHANDISING	<b>MFSVM</b>	<input type="checkbox"/>
MASTER IN PRODUCT DESIGN	<b>MPD</b>	<input type="checkbox"/>
MASTER IN INTERACTION DESIGN	<b>MID</b>	<input type="checkbox"/>
MASTER IN CAR AND TRANSPORTATION DESIGN	<b>MCTD</b>	<input type="checkbox"/>
MASTER IN INTERIOR AND LIVING DESIGN	<b>MILD</b>	<input type="checkbox"/>
MASTER IN VISUAL BRAND DESIGN	<b>MVBD</b>	<input type="checkbox"/>
MASTER IN LUXURY BRAND MANAGEMENT	<b>MLBM</b>	<input type="checkbox"/>
MASTER IN BUSINESS DESIGN	<b>MBD</b>	<input type="checkbox"/>
MASTER IN URBAN VISION AND ARCHITECTURAL DESIGN	<b>MUVAD</b>	<input type="checkbox"/>

## ATTACHES

To the present application form the following documents:

Curriculum vitae/resume	<input type="checkbox"/>
Artistic and professional portfolio of projects*	<input type="checkbox"/>
Motivation letter	<input type="checkbox"/>
Academic transcript of previous studies, translated into English, listing subjects and exams, with corresponding number of hours/credits and short description of each subject's program	<input type="checkbox"/>
Copy of Bachelor Degree/Academic diploma translated into English	<input type="checkbox"/>
Documentation regarding further courses or seminars attended (if available)	<input type="checkbox"/>
English language certificate (see specific section in this application form)	<input type="checkbox"/>
Copy of passport	<input type="checkbox"/>
Payment receipt of € 100 application fee	<input type="checkbox"/>

\*not mandatory for MFM, MFSVM, MLBM, MBD

## LANGUAGES

Native language
Other languages spoken fluently
English language test (name)
Score / grade (if known)
Date of test
Please enclose copy of the certificate showing your English language ability
<i>Entry language requirements: IELTS 5.0 Academic or recognized equivalent certificate to be submitted by the beginning of the program.</i>

## DECLARES

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

I certify that this application form is accurate and complete to the best of my knowledge.

**SIGNATURE**

**DATE**

## GENERAL INFORMATION

### A. AUDIENCE

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

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

Master programs are open also to professionals with a previous background in the related field of study, or students with different degree or diploma, if the applicant is motivated by a research interest towards the programs' topics. Participants not holding a first level Bachelor degree/academic diploma will not earn the educational credits, but will receive a Domus Academy diploma (not recognized by MIUR, Ministry of Italian Education University Research) on successfully completing the program.

### B. ADMISSION PROCESS

Admissions are based on a personal evaluation by the Course Leader.

Within 7 days from the application, Domus Academy will inform the candidates about the acceptance and, in case of positive feedback, will send the Admission Package to the students.

The admission will stay conditional until the declaration of value and the required language certificate are submitted to the school.

### C. DEADLINES

Applications can be sent by post or e-mail within August 1<sup>st</sup>, 2014.

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

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

### D. APPLICATION FOR A STUDY VISA TO ITALY (FOR NON EUROPEAN STUDENTS ONLY)

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

### E. ACADEMIC MASTER DIPLOMA

In order to receive an Academic Master Diploma recognized by the Ministry of Italian Education (MIUR), students of the relevant Master Program have to be enrolled in NABA (Nuova Accademia di Belle Arti).

Upon receipt of the required documents, the Admission Office will proceed according to the necessary administrative steps.

Students not in possession of the proper entry requirements will still be enrolled in NABA and should refer to the section "Audience".

### F. NABA NUOVA ACCADEMIA DI BELLE ARTI

NABA is a non-state institution belonging to the Higher Artistic and Musical Education (AFAM) system, a section of the Italian University system ruled by the Italian Ministry of Education, University and Research (MIUR). The three-year Bachelor of Arts Degree Programs, the two-year Master of Arts Degree Programs and the Academic Master Programs lead to the attainment of legally recognised degrees and to the achievement of educational credits that will allow students to continue their studies in Academies and Universities in Italy and abroad.



### G. IMPORTANT INFORMATION

- Application dossiers will be taken into consideration only if complete and received within the established deadline.
- Programs will start only upon the attainment of a minimum number of enrolled students. In case the selected program will not start, Domus Academy will inform students within August 1<sup>st</sup>, 2014.
- The present application form shall be considered read and approved in all its parts by the signature on page 3.

## H. ITALIAN MINISTRY OF EDUCATION, UNIVERSITY AND RESEARCH: ENTRY REQUIREMENTS

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

- a. Translation into Italian – made by a certified translator – of the student’s Bachelor Degree.
- b. Translation into Italian – made by a certified translator – of the student’s Academic Transcripts.
- c. "*Dichiarazione di valore in loco*" (Declaration of Value) of the student’s Bachelor Degree. The "*Dichiarazione di valore in loco*" is the document attesting that the study qualification obtained by the student is valid for accessing Italian Universities or Academies.

For a complete list of Italian representative authorities worldwide please see:

<http://www.esteri.it/MAE/EN/Ministero/LaReteDiplomatica/Ambasciate/default.htm?LANG=EN>

The legalized and translated documents, as well as the "*Dichiarazione di valore in loco*" will be sent to Domus Academy by the Italian Consulate or Embassy, or they will be directly issued to the student. In the latter case, the student shall submit them to Domus Academy International Admissions Office as soon as available and anyway not later than the course beginning.

## GENERAL CONDITIONS

### TUITION FEE AND PAYMENT CONDITIONS

The tuition fee for the one-year Academic Master Programs – September 2014, is:

**€ 16.990** (full fee, including enrolment and tuition) for students from the European Community and Switzerland to be paid as follows:

Payment	Deadline	Description
€3.000	within one month from the admission date	pre-enrolment fee
€13.990	by September 9 <sup>th</sup> , 2014	balance of the tuition fee

**€ 24.990** (full fee, including enrolment and tuition) for international students to be paid as follows:

Payment	Deadline	Description
€3.000	within one month from the admission date	pre-enrolment fee
€21.990	by September 9 <sup>th</sup> , 2014	balance of the tuition fee

**€ 520** Matriculation fee

The matriculation fee is to be paid by the course beginning by Student meeting the relevant entry requirements (see chapter H of the general information) and interested in applying for the Academic Master (60 ECTS ) awarded by NABA.

### APPLICATION FEE

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

The fee can be settled:

1. Online by Credit Card. Please visit the website: <http://application.domusacademy.com/>
2. By bank transfer:

**Account holder:**

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

**Bank name and agency:**

Banco Popolare Soc. Coop., Agenzia 10 Mi SWIFTCODE: BAPPIT22

IBAN CODE: IT36-U-05034-01610-000000000251

**Reason for payment:**

Please clearly specify name of student/program chosen

3. Credit cards (VISA, Mastercard) payments directly at Domus Academy accounting office.

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