



# **Application Document SUMMER COURSE**

## **Milan Fashion Campus**

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# Milan Fashion Campus®



## Introduction to Milan Fashion Campus

The objective of courses at Milan Fashion Campus is to offer students training for the professional world of fashion. From beginner level students to advanced level students, our campus is focused on one on one training service following each students' characteristics and skills. Students will develop specified skills depending on the course chosen. At the end of the course, students will prepare materials for their own portfolios. Also, students will receive the **Certificate of Study** issued by the private school of Milan Fashion Campus after the completion of the course.

## Admission Acceptance and Requirements

The students must send the complete application form and wait for the confirmation of eligibility. If students are eligible, open spots will be reserved and then confirmed after the payment of the school fee. Spaces are limited on first come first serve basis, therefore we suggest students to complete application process as soon as possible. Also the student must qualify to speak English, Italian, Spanish or German in order to enrol in the courses.

## Course Schedule

- Course may start on any Monday except for Italian holidays (See School Calendar on page 6)
- Courses are scheduled 4 days a week from Monday to Thursday.
- Morning: 9:30am – 12:30pm  
Afternoon: 14:00pm – 17:00pm
- Full Time: 6 hours a day, morning and afternoon  
Part Time: 3 hours a day, morning or afternoon



## Application Procedure:

### Step 1: Application with required documents

Send application and other documents via e-mail or fax:

- Completed application form with signature
- Photocopy of Passport (the page with picture)
- Resume with information of your past studies and work experiences
- Photocopy of School Certificates

### Step 2: Eligibility Confirmation

After we have received the application and have confirmed with your eligibility, we will send you the information necessary for course fee payment.

### Step 3: Payment and Confirmation

Enrolment Fee: must be paid **7 days after application date**\*

Course Fee: must be paid **14 days after application date**\*

\* If starting date of class is within 30 days after the application date, both enrolment fee and course fee must be paid as soon as possible after application process.

After your payment procedure please send us an e-mail to confirm your transaction with a photocopy of bank transaction.

After we have confirmed your transaction, we will send you a confirmation e-mail with :

- Official course participation letter
- Invoice of completed bank transfer
- Information on materials needed for course
- Information about Milan

### Step 4: Prepare your stay in Milan!

- Plan your accommodation in Milan  
Check [website](#) for accommodation information close to our school

# Application Form



**Please fill out all fields in block capitals.**

**Request Registration**

**Academic Year: 2011/2012**

**Personal Details**

Family name

First name

Date of birth \_\_\_/\_\_\_/19\_\_

Place of birth

Nationality

Sex M / F

Tax Code:

ID CODE:

Email:

Website:

**1<sup>st</sup> Address**

Street

City

Postcode

Country

Tel.

Tel. mobile

**2<sup>nd</sup> Address**

Street

City

Postcode

Country

Tel.

Tel. mobile

**Education**

Name of School

From/To

City, Country

Majored Faculty

**Work**

Company

From/To

City, Country

Work Position

**Skills**

Languages

Design Skills

Beginner  Intermediate  Advanced

**Computer**

Photoshop

Beginner  Intermediate  Advanced

Office Package

Beginner  Intermediate  Advanced

Illustrator

Beginner  Intermediate  Advanced

Other

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Name of Course	Full/ Part Time	Duration	Price(€) / Hours
Women's Wear Design <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Men's Wear Design <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Lingerie & Swimwear Design <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Bridal Wedding Design <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Accessories Design <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Trend Forecasting <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Collection Design <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Fashion Styling <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks <input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h) <input type="checkbox"/> 2100€ (96h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Vintage Restyling <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks	<input type="checkbox"/> 1500€ (48h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
Virtual Restyling <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 2 weeks	<input type="checkbox"/> 1500€ (48h)
	<input type="checkbox"/> Part	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 1500€ (48h)
<b>Special Offer Combination Course</b>			
Women's Wear Design & Virtual Restyling <input type="checkbox"/>	<input type="checkbox"/> Full	<input type="checkbox"/> 4 weeks	<input type="checkbox"/> 2400€ (96h)

\* Available in the **morning** or **afternoon** for Part time

\* Price shown above includes 500€ Enrolment Fee



## School Calendar

### 2011 2012

September							October							November							December							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3							1			1	2	3	4	5						1	2	3
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	
							30	31																				
January							February							March							April							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7				1	2	3	4					1	2	3	1	2	3	4	5	6	7	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
29	30	31					26	27	28	29				25	26	27	28	29	30	31	29	30						
May							June							July							August							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5						1	2	1	2	3	4	5	6	7				1	2	3	4	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31		

- First day of School Year
- Summer Courses
- Last day of School Year
- Winter Courses
- Holidays
- School Closed

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<b>Summer Course Duration Schedule</b>			
December 2011	January 2012	June 2012	July 2012
<b>2 Weeks Full Time Schedule</b>			
November 28 <sup>th</sup> – December 8 <sup>th</sup>		June 11 <sup>th</sup> – June 21 <sup>st</sup>	
December 12 <sup>th</sup> – December 22 <sup>th</sup>		June 25 <sup>th</sup> – July 5 <sup>th</sup>	
January 9 <sup>th</sup> – January 19 <sup>th</sup>		July 9 <sup>th</sup> – July 19 <sup>th</sup>	
January 23 <sup>th</sup> – February 2 <sup>nd</sup>		July 23 <sup>rd</sup> – August 2 <sup>nd</sup>	
<b>4 weeks Full Time or Part Time Schedule</b>			
November 28 <sup>th</sup> – December 22 <sup>nd</sup>		June 11 <sup>th</sup> – July 5 <sup>th</sup>	
January 9 <sup>th</sup> February 2 <sup>nd</sup>		July 9 <sup>th</sup> – August 2 <sup>nd</sup>	

\*Course duration may be modified or elongated upon request\*  
Please write in "Special Requests for the Course" blank below

## Please fill out the following information:

Name of the Student:

Surname: \_\_\_\_\_ Name: \_\_\_\_\_

Name of Course: \_\_\_\_\_

Course Duration and Time Period:

First day of School: \_\_\_\_\_ Last Day of School: \_\_\_\_\_

Full Time

Part Time     Morning  
 Afternoon

Special Requests for the Courses

\_\_\_\_\_

# Milan Fashion Campus®



## VISA – Student Visa and Stay Permit in Italy

Non-EU students who plan to stay in Italy for more than 3 months, will first need to ask for a **Student Visa** in their home country, then apply for a **stay permit** within 8 days from arrival date in Italy. For any documents needed from MFC, please inform when sending the application form and documents will be sent after full payment of courses.

**Each country has different Visa Conditions.**

**Contact the Italian Consulate in your country for further information.**

## Payment

There are 2 different fees:

**Enrolment Fee** (500€): must be paid **7 days after application date\***

**Course Fee:** must be paid **14 days after application date\***

(That is the date of receipt of payment at Milan Fashion Campus)

\* If starting date of class is within 30 days after the application date, both enrolment fee and course fee must be paid as soon as possible after sending the application.

After your payment procedure please send us an e-mail to confirm your transaction with a photocopy of bank transaction.

The costs do not include flight fares, transportation, personal expenses, course materials and meals.

**All fees are not include 21% of VAT.**

**We do not receive payments with credit cards or checks.**

**Before making any payment wait the confirmation of Milan Fashion Campus**

## Payment Refund Policies

For Enrolment fee (500euros), no refunds will be issued.

For Course fee, course cancellation 30 days before starting course date - 100% refund.

For Course fee, course cancellation 15 days before starting course date - 50% refund.

For Course fee, course cancellation 7 days before starting course date - no refunds will be issued.

**Please Note:** The percentage of course refunds includes the bank transaction fee.  
Cancellation date is counted from the day the cancellation e-mail is sent.

**The cancellation of the course must be notified via registered e-mail.**

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## For acknowledgement and acceptance:

I have consulted the regulations of Milan Fashion Campus indicated above, in the website [www.milanfashioncampus.it](http://www.milanfashioncampus.it) and accept that my private information is *only* used for the application acceptance process.

Full name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*If the student is the age of 18, parent/guardian signature is needed:*

Name of parent/guardian \_\_\_\_\_

Signature of parent/guardian \_\_\_\_\_ Date \_\_\_\_\_

# Milan Fashion Campus®



Send the application form (Pages 4, 5, 7 and 8)

by fax:

**+39 02 700445714**

or by Email:

**info@fashioncampus.it**

and

**Wait our  
Confirmation!**

**For any further questions please contact**

**Milan Fashion Campus**

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