



APPLICATION FORM MOD. N°6

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PERSONAL DETAILS

Ms Mr. P A Cod. Cliente: _____ / _____

Family Name: _____ First Name: _____

Place of birth: _____ Date of birth: _____ / _____ / _____

Nationality: _____ Passport N°: _____

Date of issue: _____ / _____ / _____ Place of issue: _____

Full address: _____

City: _____ State: _____ Phone: _____

Address in Italy: _____

City: _____ Zip Code: _____ Phone: _____

GROUP COURSE DETAILS

Group Course A Group Course B Group Course C Summer Course Full-immersion Course

LEVEL: (1) (2) (3) (4) (5) (6) (P) (Cu) (C) From: _____ Time: _____ / _____

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LEVEL: (1) (2) (3) (4) (5) (6) (P) (Cu) (C) From: _____ Time: _____ / _____

INDIVIDUAL LESSONS

Individual Lessons: General Italian Commercial Italian Total Number of Lessons: _____

Days: (M) (T) (W) (T) (F) (S) From: _____ / _____ / _____ Time: _____ Level: _____

FOR THE SECRETARY'S USE ONLY

Tuition Fee: _____ Deposit: _____ Paid: _____

Agency: _____ Advertisement: _____ Exhibition / Fair: _____

Friend Internet Other: _____

I authorize you to insert my personal data in the school archives. According to the article 13 of the Law 675/96 I can have access to my personal data, ask for modifications or cancellations or limit the use of the data with my specific written request.

Milan, _____ / _____ / _____

Signature _____

GENERAL CONDITIONS

ENROLMENT

The student must fill in the application form and mail it in to the school together with valid proof of payment and 2 recent photographs.

ENTRY VISA

The following information is necessary to obtain an Entry Visa to Italy:

- Last name and First name
- Date, city, and country of birth. Nationality.
- Passport number plus the date and the city in which the passport was issued.
- Address and residence in country of origin.

Students who receive their Certification to obtain a Residence Permit or an Entry Visa for Italy cannot ask for reimbursements of any kind if they should withdraw from the course.

PAYMENTS

All sums must be received in full by the school of your choice at least 30 / 60 days prior to the beginning of each course.

Types of payment acceptable:

- International Cheque
- Travellers Cheque
- Credit Cards: AMERICAN EXPRESS, VISA, MASTERCARD and JBC.

CANCELLATIONS

Courses may be cancelled by sending fax communication to the **“Istituto Dante Alighieri”** school of your choice.

- If the fax is received up to 20 weekdays before the commencement of the course itself, 20% of the course fee shall be forfeited and withheld by the Institute.
- If the fax is received from 19 up to 10 weekdays before the commencement of the course, 30% of the course fee shall be forfeited and withheld.
- If the fax is received 9 weekdays or less before the commencement of the course, the entire fee shall be forfeited and withheld.

There is no refund for students who begin a course late or should decide not to terminate such course.

Course fees cannot be transferred to other students.

If the student should find it necessary to postpone or interrupt the course for very serious reasons, he may ask for a *“letter of credit”* for that portion of the course which has not been frequented. The *“letter of credit”* is valid for the ongoing academic year.

COURSES

The Institute has the right to postpone group courses to later dates in evente that the minimum number of students per group is not reached.