

## Polimoda Master Courses – Summary of Enrolment Conditions

### 1.1 Didactic programme

Polimoda Master Courses duration is 32 weeks with mandatory attendance. The start and end dates of the course are notified at the time of admission and laid out in the enrolment contract.

Polimoda is entitled to make all changes it considers appropriate to the study program.

The weekly schedule provides that lessons can be held from Monday to Saturday.

Some of the lessons may be conducted by teacher from a remote location via video-link to Polimoda premises.

### 1.2 Classes might be followed by an internship in a fashion firm.

Students will be admitted to the internship selection procedure only upon prior verification of the requirements and under the conditions laid down in the Students Regulations for Polimoda Master Course (see Section Internship), to be signed by the Student, as an integral part of the enrolment contract.

Should the participation of the Student to the internship selection procedure not lead to an internship opportunity, the Study Programme will terminate at the end of classes and no claim or request may be raised against Polimoda, by the Student or on behalf of the Student, in this respect.

If the Student is admitted to the internship, the internship will be considered as part of the Study Programme and the final certificate for Polimoda Master Courses will be released at the end of the internship.

**For NON EU STUDENTS only:** Should the duration of the Italian permit of stay issued to the student or the denial of renewal of the permit by the Questura of Florence or any other bureaucratic impediment arise to prevent the student from undertaking the internship, the study programme will terminate at the end of classes and no claim or request may be raised against Polimoda by the student or on behalf of the student, in this respect.

1.3 The bureaucratic formalities regarding the issuing of a student visa and permit to stay are the responsibility of the Student and, therefore, under no circumstances, Polimoda shall be deemed liable for failure to issue or late issuing of a visa and/or permit to stay. Except as otherwise expressly provided for in the enrolment contract, the obligations undertaken by the Student with the signing of this enrolment contract will not be compromised in case of failure to issue or late issuing of a visa and/or permit to stay by the competent authorities.

### 1.4 The tuition fee will remain in any case unvaried.

## 2. Tuition fee and payment terms

2.1 The amount of the Tuition Fee can be found on the Courses section of the website <https://www.polimoda.com/courses/>.

2.2 The Tuition Fee includes the Enrolment Fee (€ 3.000,00 – three thousands/00) to be paid by the student within 7 (seven) days of receipt of the admission confirmation; **said enrolment fee is not refundable with the sole exception of the two following cases:**

- a) **Cancellation of the Study Programme** by Polimoda as per article 5 of this enrolment contract;
- b) **Denial of the student visa:** in the event of refusal by the competent authorities to issue a student visa requested by the Student to be able to begin the Course, the entire tuition fee already paid (including the enrolment fee of Euro 3,000.00) will be refunded to the Student, on condition that the Student has not started to attend the Course and submits to Polimoda the official documentation proving refusal of the visa.

2.3 The enrolment contract, including the privacy information note and consent, will be sent to the student upon payment of the Enrolment Fee.

The payment of the balance of the tuition fee must be made within 15 (fifteen days) of receipt of the enrolment contract, failing which the student will not be able to start the attendance of the course.

**2.4** All payments must be made in euros; all bank charges and commission belong to the Student.

### **3. Withdrawal from the Course and refunds**

**3.1** Withdrawal from the Course must be notified by the Student to Polimoda by registered letter or e-mail or fax.

**3.2** In case of withdrawal from the Course the tuition fee already paid by the Student can be refunded only according to the provisions hereinafter set out.

In case of withdrawal being notified **up to 60 (sixty) days** prior to the start date of the Course, 100% of the tuition fee paid by the Student will be refunded, excluding the Euro 3.000,00 Enrolment Fee.

In case of withdrawal being notified **between the 60<sup>th</sup> and the 30th calendar day** prior to the start date of the Course, Polimoda will withhold the tuition fee paid by the Student, for an amount equal to the 50% of the full amount of the tuition fee, and will reimburse to the Student any amount of the paid tuition fee exceeding such percentage.

No refund of the tuition fee will be due to the Student if withdrawal is notified **less than 30 (thirty) days** before the start date of the Course, with the sole exception provided for the case of denial of the necessary student visa, as established in point 2.2, lett. b) above.

**3.3** Polimoda will promptly communicate to all pertinent Authorities in charge of immigration policies, either based locally and abroad, any withdrawal from the Study Programme of non-EU students for whom Polimoda has certified their enrolment in the Course for the purposes of their student visa application.

### **4. Requests for Postponement/Suspension of attendance**

#### **4.1 General Rules:**

**4.1.1** Such requests can be submitted and accepted only according to the provisions hereafter envisaged, and only after the Student has paid the full amount of the tuition fee, as indicated in the enrolment contract.

This amount will be accounted to the tuition fee of the following edition of the Course within which the Student later begins, or returns to, attending the Course.

**4.1.2** By way of derogation to the right to reimbursement provided within the provisions set forth in point 2.2, lett. a) (Cancellation of the Study Programme) and 2.2 lett. b) (Denial of the student visa), in point 3.2 (Withdrawal from the Course) and in point 5 (Course cancellation) of the present summary, under no circumstances, in case of postponement or suspension of attendance, can the tuition fee paid by the Student as per point 4.4.4 above be reimbursed to the Student, including in the following cases:

**a)** in case of denial of the student visa necessary in order to begin or return to attending the Course in a subsequent edition of the Study Programme;

**b)** case where no edition of the Course is activated over the period of time within which the Student may start (in case of postponement) or resume (in case of suspension) his/her attendance according to point 4.2.1 and point 4.3.1 below.

**4.1.3** Polimoda will promptly communicate to all pertinent Authorities in charge of immigration policies, either based locally and abroad, any postponement or suspension of attendance of the Study Programme regarding Non-EU Students for whom Polimoda has certified their enrolment in the Course for the purposes of student visa application, in order for those Authorities to undertake the subsequent applicable actions.

#### **4.2 Postponement of attendance: the case of the Student who immediately after enrolling, does not intend to begin attending the Course for the chosen edition due to personal needs which have in the meantime developed.**

**4.2.1** In this situation, the Student can request to postpone attending the Course on a later edition, no later than the start date of the same edition of the Course eventually scheduled in the next academic year.

After said period, the Student may only start attending the Course by undergoing the admission procedure once more, signing a new enrolment contract, paying the entire tuition fee required at the time of the new enrolment, regardless of the amounts previously paid which will be in any case withheld by Polimoda.

**4.2.2** In the event that no edition of the Course is activated over the period of time within which the Student may start attending the Course according to the provisions laid down in point 4.2.1 above, the Student can only request to be admitted to a different Polimoda Master Course.

No further claim or request may be brought by the Student, or on behalf of the Student, towards Polimoda in respect to such a case; therefore no refund of the paid tuition fee can be requested by the Student, or on behalf of the Student.

### **4.3 Suspension of attendance: the case of the Student who has begun attending the Course and who intends to suspend his/her attendance of the Course temporarily, due to personal needs which have occurred in the meantime.**

**4.3.1** In this situation, the Student can request to suspend the Course attendance, with the possibility of returning to attend the Course on a later edition, no later than the start date of the same edition of the Course eventually scheduled in the next academic year. After this time, the Student may only return to attending the Course by new admission, signing a new enrolment contract and paying the entire tuition fee required at the time of the new enrolment, regardless of any amounts previously paid which will be in any case withheld by Polimoda.

### **THE STUDENT'S ATTENDANCE MUST IN ANY CASE BE RESUMED FROM THE BEGINNING OF THE COURSE REGARDLESS THE NUMBER OF WEEKS ALREADY ATTENDED.**

Students who submit application for suspension of attendance after having completed the sixth week of the Course, as indicated on the didactic calendar available on the MyPolimoda web portal, in order to resume their attendance will be requested to correspond to Polimoda an additional amount, equal to 30% of the full amount of tuition fee, in addition to the tuition fee to be paid as per point 4.1.1 above.

**4.3.2** In the event that no edition of the Course is activated over the period of time with which the Student may resume his/her attendance according to the provisions laid down in point 4.3.1 above, the Student can only request to be admitted to a different Polimoda Master Course.

No further claim or request may be brought by the Student, or on behalf of the Student, towards Polimoda in respect to such a case; therefore no refund of the paid tuition fee can be requested by the Student, or on behalf of the Student.

### **Article 5 Course cancellation**

**5.1** The Course will only be activated if the minimum number of enrolled students, deemed appropriate by the competent Polimoda Board, is reached; should enrolments not reach the required minimum number, the Course will be cancelled and the paid tuition fee will be promptly reimbursed to the Student, including the Enrolment fee (€ 3.000,00 - three thousands/00). No further claim or request can be brought by the Student, or on behalf of the Student, towards Polimoda apart from reimbursement of the paid tuition fee.

**5.2** Should a cancelation of the Course occur, under no circumstances Polimoda may be held liable for any expense incurred by the Student (by way of no-limiting example: accommodation, purchase of airplane ticket, insurances, ect).

### **Article 6 Applicable Law and Competent Court**

**6.1** The contractual relationship between Polimoda and the Student enrolled on its courses is entirely regulated by the enrolment contract and the Student Regulations for Polimoda Master Courses, the Student undertakes to sign by signing the contract.

**6.2** The existence, validity, interpretation and fulfilment of the enrolment contract, including the Students Regulations for Polimoda Master Courses, as well as the consequences of the enrolment contract infringements and the prescription of any legal action, are regulated exclusively by the Italian law.

**6.3** For any dispute which might arise regarding the interpretation, validity, existence, efficacy, resolution, or fulfilment of the enrolment contract, the court of Florence will be the competent and exclusive jurisdiction.