

Enrolment Form



PERSONAL DETAILS

Name _____ Surname _____

Address _____ Postcode _____ City _____

Place of birth _____ Date of birth(gg/mm/aa) / ___ / ___ Nationality _____

Tel. Home _____ Tel. Office _____ Cell phone _____

E-mail _____

Codice Fiscale (if applicable) _____

Type of course:

Super Intensive

Academic

Standard

Title of course:

Acting

Filmmaking

How did you hear about our school?:

INTERNET

FRIENDS

ADVERT

OTHER _____

FOR ADMINISTRATIVE PURPOSES

Enrolment fee: € 100

Advanced payment: 10%

The course fee includes:

- Course materials
- Evaluation of objectives
- End of course attendance certificate
- Elaboration and preparation of material

Payment methods: bank transfer Credit card Debit card Cash

I declare that I have read the General Terms and Conditions of Business 2018/9 and accept them.

Place and date: _____ Student signature: _____

(For students under age, parent or guardian)

Name and Surname: _____ Signature: _____

According to the provisions of Italian law n. 196 of 30th June 2003, I declare to have read the information concerning data privacy and I give my consent for the handling of the personal information supplied (Art.19 General Terms and Conditions). The provision of data is optional but is necessary for the supply of the requested service. The individual can exert their rights as set out in article 7 of Italian law N. 196/2003.

GENERAL TERMS AND CONDITIONS OF BUSINESS 2020/2021

Clause 1 Enrolment

On confirmation of the registration by FMA Florence Movie Academy, the contract between FMA and the course participant shall be deemed to have been concluded, and the registration shall be binding.

Clause 2 Information provided on registration

The contracting party hereby expressly confirms that the information provided at the time of registration for the language course shall correspond to the truth, and accepts that he or she may be expelled forthwith from the language course at any time should said information prove to be a misrepresentation. In such an event the course fees paid shall not be refunded in any way.

Art. 3 Payment terms

Course payment must be made in a maximum of 2 installments before the course start date. Should the contracting party wish to increase the number of installments to a maximum of 4, the contracting party is required to pay between 5% and 10% of the sum in order to cover administrative fees. The payment is to be considered complete once the corresponding fees have been transferred to the FMA bank account.

Clause 4 Delay in payment

Should payment not be effected by the aforementioned date, the contracting party shall be deemed to be in default. In such an event FMA shall not be obliged to admit the course participant to the course. The existence of a claim on the part of FMA shall remain unaffected by the above.

Clause 5 Proof of payment

At the start of the course the course participant shall provide proof of payment of the enrolment fee and of the other course fees paid. Should the course participant be unable to provide such proof, he or she shall not be admitted to the classes. In such an event FMA's claims shall remain unaffected.

Clause 6 Enrolment fee

A non-reimbursable enrolment fee of Eur 100 (valid 12 months) shall be charged for all arrangements and must be paid on enrolment. The enrolment fee is to be renewed for courses that are 2 or 3 years in length and should be paid when enrolling for the following year of the course.

Clause 7 Obligations of the course participant

The course participant shall be responsible for choosing the course that corresponds to his or her abilities. The course participant undertakes to attend the course personally, to arrive punctually and to take part in lessons. Should the irregular attendance or other behaviour of the participant lead to a disturbance of the course for other participants, FMA reserves the right to exclude the participant from the course. In such an event the course fees paid shall not be refunded in any way.

Clause 8 Withdrawal prior to the start of the course

The contracting party may send written notification of withdrawal prior to the start of the course, without any statement of reasons. If such written notification is received by FMA 14 days before commencement of the course, all payments already made to FMA in connection with the present contract shall be refunded to the contracting party, with the exception of the enrolment fee. If written notification is received by FMA less than 14 days before the commencement of the course all payments already made to FMA in connection with the present contract will not be refunded.

Clause 9 No-show or withdrawal from the language course

Should the course participant fail to show up for the language course and / or additional courses, or withdraw from the course/courses, he or she shall not be entitled to claim any reimbursement of payments already made and will be required to settle any outstanding payments.

Clause 10 Complaints and liability

The course participant shall make complaints without delay to the local school secretariat or to the director of the school. FMA excludes liability for loss due to illness, accident or injury, except in the case of intentional or gross negligence by FMA.

Clause 11 Audiovisual material

All course participants consent to the use of photographs and video material by FMA. The video and photographic material is exclusive to FMA and will be used exclusively on its social network sites: Facebook, Instagram, websites and similar.

Clause 12 Minimum number of students

Should the minimum number of 5 students not be reached, FMA will inform the participant at least 2 weeks before the start of the course. In the event that FMA should cancel the course the course fees including the enrolment fee will be refunded.

Clause 13 Changes to prices, dates or programmes

Provided that no confirmation of registration has been issued, FMA shall have the right at any time to change the dates and prices published in the course schedule, on the Internet or elsewhere. On conclusion of the contract, FMA may amend the published programme of services, provided such amendments are unavoidable and negligible, are made in good faith and do not affect the overall style of the course. If material changes are made to key services, the contracting party shall have the right to withdraw from the contract or to request to join an equivalent course, where FMA is able to offer him or her such a course. FMA shall immediately notify the contracting party of any such amendment. The contracting party must exercise his or her rights within 10 days of receipt of such notification from FMA to request a refund of the course fees already paid or to confirm their participation in an alternative course (in this case a new contract must be signed).

Clause 14 Applicable law, jurisdiction

Italian law exclusively shall be applicable to the present contract. Florence, Italy is stipulated as the place of jurisdiction.

Data protection (Privacy):

The details ofwill be used exclusively for provision of the course, for administrative purposes and for statistical studies and customer satisfaction surveys. These details are necessary to carry out the service and activities detailed above.

FMA is located in Piazza S. Spirito 9, Firenze. The contracting party can contact FMA under clause 7 of D. Lgs. 196/2003, to assert their rights or to update, integrate or cancel their personal details.

I authorise FMA to use my personal details under (clause. 13, Legge 196/03) and I have read and understood the terms and conditions.

Full Name

Place

Date