



DOMUS ACADEMY MILANO

ENROLMENT FORM

FUTURE BASED INNOVATION

Online Course

BY FULFILLING THIS FORM YOU AGREE TO ENROLL INTO THE ONLINE COURSE "FUTURE BASED INNOVATION"

<p>Starting date: May 8th 2023 Ending date: June 19th 2023</p> <p><i>Enrollment deadline:</i> April 17th 2023</p> <p>Duration: 30 hours (18 hours of learning + 12 hours of individual study) Location: Online Language: English</p>	<p>Classes Schedule</p> <p>May 8th 2023 (2,5 hours) from 5.30 CEST May 15th 2023 (2,5 hours) from 5.30 CEST May 22th 2023 (2,5 hours) from 5.30 CEST May 29th 2023 (2,5 hours) from 5.30 CET June 5th 2023 (2,5 hours) from 5.30 CET June 12th 2023 (2,5 hours) from 5.30 CET June 19th 2023 (3 hours) from 5.30 CET</p>
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Before making your choice please make sure you meet the skills requirements of the course you intend to apply for; please carefully read the course descriptions in the available information materials and Domus Academy's website before applying to a course. Domus Academy will not take any responsibility for the students' choice of a course level that is not suitable to their background, skills and language understanding.

SECTION I: PERSONAL DETAILS

<p>THE UNDERSIGNED</p> <p>Surname</p> <p>Name</p> <p>Born in Country</p> <p>On (date) Nationality</p> <p>Gender F <input type="checkbox"/> M <input type="checkbox"/> Passport nr. Passport date of expiry</p>	<p>PHOTO</p>
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PERMANENT ADDRESS

Street

City

Country ZIP CODE

Home phone number (including country and area code)

Mobile phone number (including country and any other code)

Email address

ADDRESS FOR CORRESPONDENCE (if different from the permanent address)

Street

City

Country ZIP CODE



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SECTION II: DOCUMENTS TO ATTACH TO THIS FORM

- Curriculum vitae/resume
- Passport photocopy or ID card copy
- Privacy information sheet attached to the present form
- Nr. 1 digital passport-sized picture
- Receipts of the due payments as per SECTION VI: FE

SECTION III: FEES

The tuition fee for the **online course "FUTURE BASED INNOVATION"** is

Euro € 1.500 (full fee) to be paid together with this enrolment form

**Under no circumstances students who have not finalized the payment will be allowed to start the course.
Copy of enrollment payment receipt must be sent to admissions@domusacademy.it together with this enrollment form**

Important Notice: Students enrolled in the online course "Future Based Innovation" will be granted a **10% deduction** on the standard tuition fee of one of Domus Academy courses (please notice that this deduction cannot be combined with other economic reductions offered by Domus Academy).

SECTION IV: PAYMENT PROCEDURE

- **By Flywire (payment by credit card or bank transfer) www.flywire.com/pay/domusacademy**

- **By bank transfer**

Account holder: NUOVA ACCADEMIA SRL, Via C. Darwin 20, 20143 Milano, Italy

Bank name: Gruppo Banco BPM Milano Ag. 10 Via Ariosto 1/A 20145 MILANO

International bank details:

SWIFT code: BAPPIT22

IBAN code: IT36U050340161000000000251

Reason for payment: Please, clearly specify name of the student and the program chosen

- **In person at Domus Academy Accounting Office** by Credit card (VISA, Mastercard, Amex, Union Pay)

Please notice that all bank, credit card and third party charges have to be covered by the student



PRIVACY / Information pursuant to Art. 13 of EU Regulation 679/16 (GDPR)

1. Why you are receiving this communication

Nuova Accademia S.r.l., as Data Controller, wishes to inform you about the type of data we collect and the methods we use to do this, in order to guarantee respect for your fundamental rights and freedoms, with particular reference to the confidentiality and security with which the data are processed.

2. What personal data we collect

Nuova Accademia S.r.l. collects and stores your personal data at the time of enrolment/registration:

- 1) identifying data such as given name, surname, residential address, email address, studies completed, citizenship, gender, place and date of birth, telephone number, copy of identity card/passport;
- 2) your banking data and/or those belonging to the person making the payment;
- 3) possible person to be contacted for administrative aspects, including payments;
- 4) information about your/your family income, assets;
- 5) possible rental lease for non-resident students;
- 6) any medical certifications proving disability;
- 7) Academic career / curriculum vitae;
- 8) copy of identity card/passport of the person who acts as the student's legal guardian;
- 9) student's images.

The data are collected at the time of enrolment through completion of the matriculation form and by the sending of the required documentation or uploading it onto the personal student area.

The following data are collected subsequent to enrolment/registration:

- 1) tax documentation necessary to verify/confirm the student's income bracket;
- 2) any medical certifications proving illness or disability;
- 3) student's images/recordings collected during events;
- 4) data related to academic evaluations.

3. For what purposes we use your personal data

Nuova Accademia S.r.l. uses your data for the following purposes:

- 1) to fulfil pre-contractual and contractual obligations, to allow your enrollment in the course of your choice, as well as the provision of services connected to it;
- 2) to handle money collections and payments, deriving from contractual obligations, including credit recovery;
- 3) to provide online services, including the issue of the electronic student grades booklet;
- 4) to create your user account and your relative email account;
- 5) to create your student ID card;
- 6) to enable access to web-based platforms and to apps connected to Nuova Accademia S.r.l., in order to allow access to/modification of the study plan, exams enrolments, refusal of grades, in accordance with the student regulations, presentation of final diploma examination admission application, and displaying of presences and absences;
- 7) to handle academic activities;

- 8) to provide support services to certified disabled students or to students with certified learning difficulties;
- 9) to fulfil the obligations arising from the Law, Regulations, EU legislation or any order of the Authorities (including checks relating to the provision of cash contributions and/or scholarships and/or benefits in general, if entitlement to receive these is ascertained);
- 10) to aggregate and analyse the information collected to improve our range of educational courses;
- 11) for academic courses recognized by the MUR (Italian Ministry for University and Research), to comply with requests and instructions from the MUR;
- 12) to respond to requests for checking academic qualifications, received from other Institutes where the student may ask to enrol;
- 13) to exercise the rights of the Data Controller.

At the end of the course of study some requests relating to confirmation of your academic qualification and the relative final grade may be communicated to other Institutes or to the MUR.

In relation to the above purposes, the legal bases for the processing of your personal data are the following:

- Your consent;
- Performance of a contract to which you are a party or adoption of pre-contractual measures taken at your request;
- Compliance with legal obligations to which the Controller is subject;
- Legitimate interest of the Controller.

Further information regarding these legal bases may be obtained upon request to the Controller.

3.2 Subject to your express consent

Nuova Accademia S.r.l. asks for your consent in order to:

- 1) use your photographs and/or films for educational, institutional or promotional purposes, on Nuova Accademia S.r.l. websites and social networks (e.g. Facebook, Youtube, etc.);
- 2) inform parents or legal guardians about general and/or specific news relating to your course of studies and/or academic performance;
- 3) provide an alternative contact for administrative purposes for the sending of communications regarding payments and reminders;
- 4) transmit your personal data to Nuova Accademia S.r.l. partner companies offering housing services;
- 5) insert your name in the career service online platform designed to promote intermediation between job supply and demand;
- 6) send you communications and/or promotional offers relating to Campus initiatives, our scholarships, courses and events that may be of interest to you.

Nuova Accademia S.r.l. is part of the Galileo Global Education Italia Group. Upon your explicit consent, data may be transferred to other Institutes of the Galileo Global Education Italia Group to promote courses based on the aptitudes and interests of each student or to enrich their studies.

The data may also be collected by the Galileo Global Education Italia Group in aggregate form to perform statistical analyses.



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Upon your explicit consent, data collected by Galileo Global Education Italia Group may also be sent to third-party companies such as for example NielsenIQ, IPSOS or other companies, for the purpose of conducting employability surveys to understand the employability status of students of the Group worldwide.

4. How long we retain your personal data

For the purposes referred to in point 3.1 we retain your personal data for the whole duration of the time you spend on Campus and even beyond the 10-year period of limitation from the termination of the relationship to comply with legal obligations and for purposes of judicial protection.

Students' files are kept on paper or IT support for a period of 50 years, in order to respond to any requests from former students in relation to academic career, course credits or diplomas. Where a deadline is set, the data will be destroyed or made anonymous after the deadline has expired.

For the purposes referred to in point 3.2, we keep your data until consent is revoked and we guarantee the exercise of the rights of the data subject as referred to in point 9.

5. The security of your personal data

Your data will be processed using equipment that guarantees their confidentiality, integrity and availability. The processing is carried out on paper and through computerised and/or automated systems and will include all of the operations or sets of operations envisaged in Art. 4 of the GDPR which are necessary for the data processing, including communication with the subjects assigned to the processing itself. The data will not be disseminated; however, they will or may be communicated to public or private entities or individuals who operate within the context of the purposes described above.

6. Who can access your personal data

Only authorised persons can access your data in the context of the tasks assigned by Nuova Accademia S.r.l.

Personal data will not be disseminated in any way; in addition, they may be communicated and processed by third parties duly appointed as Data Processors, such as external collaborators and companies that provide specific technical services.

Your data may also be accessed by authorised persons employed by Galileo Global Education Italia, as well as employees of Istituto Marangoni S.r.l. and Domus Academy, belonging to the same Group Galileo Global Education Italia. Personal data may also be accessible or may be disclosed to those whose right to access your personal data is recognised by the provisions of law or secondary or European Union regulatory provisions.

Your data (limited to your telephone number and e-mail address), for the purposes set out in point 3.2, may be processed by third party research companies such as for example NielsenIQ, IPSOS or other companies.

Your personal data may also be processed for eventual programmes organised by the Group's partner Universities: the list will be made available upon request by the Controller.

7. Transfer of personal data

Your personal data will be managed and stored on servers located within the European Union and belonging to the Data Controller and/or third-party companies appointed and duly

identified as Data Processors. Your data will not be transferred outside the European Union.

Please note: In the event of any transfer of personal data to third countries, these will be transferred by the Controller, in compliance with Articles 44 et seq. of the GDPR, using appropriate safeguards to ensure their protection. Further information regarding these appropriate safeguards may be obtained upon request to the Controller.

8. Is it mandatory to consent to the provision of your data?

The disclosure of your data referred to in point 3.1 is necessary to conclude and execute the contract; for the purposes referred to in point 3.2 it is optional. If you do not consent, you can still proceed with your enrolment.

9. What are your rights in relation to the GDPR?

In accordance with the provisions of the GDPR, Nuova Accademia S.r.l. guarantees the following rights:

- Right to withdraw consent [Art. 7(3) of the EU Regulation] (right to withdraw the consent given. Note: withdrawal of consent does not affect the lawfulness of the processing based on the consent before withdrawal);
- Right of access [Art. 15 of the EU Regulation] (right to obtain confirmation of the existence or otherwise of personal data relating to you and a copy of such data in intelligible form);
- Right to erasure ("right to be forgotten") [Art. 17 of the EU Regulation] (right to have your data erased);
- Right to restriction of processing [Art. 18 of the EU Regulation] (right to obtain restriction of processing, e.g. in case the accuracy of the data is contested or in case of unlawful processing);
- Right to data portability [Art. 20 of the EU Regulation] (right to receive in a structured, commonly used and machine-readable format the personal data concerning you that have been provided to the Controller and the right to transmit such data to another Data Controller without undue delay);
- Right to object [Article 21 of the EU Regulation] (right to object to the processing of your personal data);
- Right not to be subject to automated decision-making [Art. 22 of the EU Regulation] (right not to be subject to a decision based solely on automated processing).

The above rights may be exercised in writing by sending an e-mail to dpo@naba-da.com. Further information on the processing of personal data may be requested at any time from the same contact. It is also specified that the exercise of your rights shall not prejudice and/or harm the rights and freedoms of others.

The Controller undertakes to respond to requests within one month, except in the case of particularly complex requests, for which a maximum of three months may be required. In any case, the Controller will explain the reason for the delay within one month of the request.

The outcome of the request will be provided in writing (at your request) or electronically (and in this case, free of charge). The Controller specifies that you may be required to pay a fee if your requests are manifestly unfounded, excessive or repetitive: in this regard the Controller will keep track of the requests.



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The Controller, in compliance with Article 19 of the GDPR, undertakes to inform the recipients to whom your personal data have been communicated of any rectification, erasure or restriction of processing requested by you, where possible.

10. If you have any questions please refer to the contact details provided by the Data Controller

If you believe that we have not complied with your rights regarding the protection of personal data, you can contact the Italian Data Protection Authority. Alternatively, if you live in another country, you can contact your local Data Protection Authority.

11. Data Controller

The Data Controller is Nuova Accademia S.r.l. Via C. Darwin 20 - 20143 Milano
Email privacy@naba-da.com
The Data Protection Officer is dpo@naba-da.com.

12. Update to this Information Notice

This Information Notice may be subject to change. Any substantial changes will be communicated to you via email or through our student platform.

Acknowledgement of the Privacy Notice and giving of consent

I declare that I have carefully read and understood every part of the above-mentioned Privacy Notice, and I declare that I am aware of the possibility of data transfer to eventual Group's partner Universities. In the latter case, I understand that the data will be processed in accordance with the provisions of the partner University and the agreements in place between the partner University and the Controller.

In addition,

- I give my consent to the processing of my data (mandatory in order to proceed with enrolment);
- I give my consent to the use of my photographs and/or videos for the Controller's information-promotional initiatives;
- I give my consent to receive information and/or promotional offers from the Controller or from other schools of Galileo Global Education Italia about Campus initiatives, scholarships, courses and events that may be of interest to me;
- I give my consent for profiling purposes;
- I give my consent to provide my phone number and my e-mail address to Domus Academy and to Galileo Global Education Italia Group for a potential employability survey carried out by third party companies.

Place and date

Signature (legible) of Data Subject



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GENERAL CONDITIONS

The General Conditions here below apply to the online course "FUTURE BASED INNOVATION" delivered by Domus Academy hereby mentioned as DOMUS ACADEMY or DA.

- 1) In accordance with the article 52, 1st paragraph of the Consumer Code: for signed contracts, contractual proposals of registration at distance, and for any contract negotiated outside the site of "Nuova Accademia S.r.l. (NABA)" and/or Domus Academy, it is recognized to the student the right to withdraw from the contract without the risk of incurring in any extra expenditure and without the payment of any penalty, within fourteen (14) calendar days from the conclusion of the contract.
Pursuant to art. 49, paragraph 1/h of the Consumer Code, the student willing to withdraw shall inform DA of the decision to exercise the right of withdrawal from the contract. To this end, the student can submit any explicit declaration of the decision to withdraw from the contract with an official communication mentioning: - Recipient: DOMUS ACADEMY (DA) at Nuova Accademia Srl - Via C. Darwin 20, 20143 Milano (MI) - Ph. +39 0242414001 -E-Mail: info@domusacademy.it
- Hereby, I notify the withdrawal from my sales contract of the following services: enrollment to the online course "Future Based Innovation" beginning on October 10th 2022 - Paid on (please specify the pre-enrollment fee payment date) - Name, surname and address of the student - Signature of the student (only if notification has been made in paper version) - Date.
It will be considered the termination date, the date when the explicit declaration of the decision will be received by DA.
If a student withdraws from the contract lawfully, he/she has the right to get a refund of all the payments made to DA, except for the application fee pursuant to RD 4/6/38 n. 1269 art. 27 (please refer to the Application form concerning this payment).
- 2) DA will activate courses only if a minimum of participants will enroll. If the minimum of participants is not reached, the course will not take place and DA will promptly inform the students at least 3 weeks prior the beginning of the course. In such event, DA will refund the students in the shortest possible term. DA is exempted to refund any extra cost incurred by the students (i.e. bank fees, travel, food, accommodation...) for the enrolment and admission process.
- 3) DA reserves the right to modify a course up to the day before the beginning of the course: Domus Academy website and communication materials describe the short courses run by Domus Academy. Every care has been taken to assure accuracy, however changes might have been introduced after publication as it is the policy of Domus Academy to constantly monitor its course offerings as well as the performance and content of the courses. Whilst every attempt will be made to provide the courses and the service described, Domus Academy reserves the right to make changes as appropriate for reasons of operational efficiency or due to circumstantial.
- 3) DA refund policy
In order to cancel this agreement, you should do it in writing, up to 3 weeks before the first day of classes, by sending an official email to admissions@domusacademy.it with explicit declaration of the decision to withdraw from the contract mentioning:
- Hereby, I notify the withdrawal from my sales contract of the following services: enrollment to the online course "Future Based Innovation" - Paid on (please specify the pre-enrollment fee and tuition fee payment dates) - Name, surname and address of the student - Signature of the student (only if notification has been made in paper version) - Date.
Enrollment fee is not refundable but the amount paid will be kept valid as a credit for one of the courses offered by Domus Academy within one year from the date in which you expressed your willing to withdraw from the course.
- 4) Courses schedule
DA reserves the right to use its discretion to determine number of courses and type of courses set up for each program.
Classes will take place weekly according to the academic timetable defined. Please notice that the schedule might change upon DA and Faculty needs; in such occasion, DA will inform promptly students on possible changes.
- 5) English requirements
The online course "Future Based Innovation" is taught in English. A fluent understanding of English is required. The English language suggested entry level to our Short Courses is equal to an IELTS 4.5 Academic, however we do not request for any official certification to enroll. Domus Academy takes no responsibility over the English language proficiency of enrolled students and related possible issues due to lack of this requirement. Therefore please be sure to meet the English language requirement in order to proficiently attend the course.
- 6) DA guarantees to students access to educational areas ONLINE for all the duration of classes as per the defined timetable, and the number of hours necessary to complete the program.
- 7) DA shall not be liable for any failure or delay in the performance, in whole or part, of any of our obligations arising from or attributable to acts, events, omissions or accidents beyond or reasonable control including, but not limited, to strikes, lockouts or other industrial disputes (involving our workforce or the workforce of any other party), act of god, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulations or direction, accident breakdown of plant or machinery, fire, flood, storm, pandemics, epidemics or other outbreaks of disease or infection in the public supply of electricity, heating, lighting, air conditioning or telecommunications equipment.
- 8) Intellectual Property rights assignment
Lessons, both in person and online (synchronous and asynchronous), teaching materials and any related content (i.e., but not limited to, handouts, slides and manuals, software, trademarks, logos, signs, names, trade names, designs, models, inventions, etc.) created and prepared for the courses by DA (by its employees and collaborators and/or licensees) ("Materials") are subject to copyright and related



rights, and to industrial property rights, according to current applicable laws and regulations.

Any and all Intellectual Property Rights on the Materials provided and/or made available to Students are owned and/or at full disposal of DA and/or its licensors.

For the whole course period, and even after its completion, Students are not allowed to use the Materials for purposes which differ from and are not strictly related to the execution and the attendance of the courses object of this contract.

The Materials may be used by Students only for carrying out the activities directly related to the attendance of educational services offered by DA and may be reproduced, even in a form that is different than the one in which they were provided, only if and in the manner expressly indicated by DA.

In the specific case of the streaming of audiovisual contents, synchronous and asynchronous, Students are authorized to perform only the transitory or accessory acts, essential and functional to the visualization on screen.

Unless otherwise indicated, the download of the Materials is prohibited. Also, it is forbidden to use the Materials, in whole or in part and in any form, for commercial purposes and for any other purpose beyond the scope of this contract.

Students undertake to observe the utmost diligence in the use of the Materials, avoiding taking, directly or indirectly, any action and/or deed that may be detrimental of Intellectual Property Rights on the Materials.

Students shall promptly notify in writing DA of any actual or potential infringement of Intellectual Property Rights on the Materials deriving from any action and/or deed of third party of which they become aware during the course period.

Papers and any other material resulting from the creative and productive activity carried out by Students, individually or in groups, during the courses and on the occasion of workshop activities, projects, exams and written tests - also carried out in e-learning mode - (i.e., but not limited to, drawings, sketches, samples, models, tests and finished pieces, etc. "Works") are property of DA.

By signing this contract, Students agree that DA is entitled to the Intellectual Property Rights on Works from the moment

of their creation, without the need for any formalities and any territorial or temporal limitations.

DA may freely use the Works for commercial and non-commercial purposes, in particular for their display, reproduction, publication and communication to the public, in whole or in part and in any form, media or technology already known or hereafter developed.

If conditions are met, DA may also apply for the registration of the Works at the competent national, European and international offices for intellectual property protection. In any case, Students maintain the right to be recognized as authors of their Works in accordance with the current common practice.

Students declare and guarantee the authorship and originality of their Works, as well as the full ownership of the Intellectual Property Rights on them. Therefore, Students declare and guarantee that their Works are not subject to or violate third party rights. To this end, Students undertake to indemnify and hold DA harmless from and against any and all third party claims in respect of the Intellectual Property Rights on the Works.

- 9) Students are not allowed to start the course and access online classes until the time they pay the full tuition fee. In case of late payment and in case the student is not allowed to access online classes, no lost teaching activity will be recovered.
- 10) Students are required to comply with the regulations regarding the norms of use of the students email account. Breaches of the norms may lead to the application of disciplinary actions corresponding with the seriousness and recurrence of the facts, and which may include also the temporary or permanent suspension from the course.
- 11) Students, upon successful completion of the course, will receive a Certificate of attendance.
- 12) Milan legal court
Any controversy falls within the competence of the Milan legal court, and will be under the Italian law.

Date _____

Signature _____

Following art. 1341 e 1342 c.c. I declare to have read and approved articles: 3) DA's refund policy 5) English requirements explicit approval 8) Intellectual Property rights assignment 12) Milan legal court.

Date _____

Signature _____

I have read all the information above and I agree to GENERAL CONDITIONS indicated in this enrolment form.

By submitting this form I hereby accept the booking terms and conditions and understand that they shall take effect on receipt of the booking form by Domus Academy/Nuova Accademia Srl. Pursuant to EU Reg. 2016/679 I have read the information above. The applicant can contact Nuova Accademia Srl concerning the data processing procedures at the following e-mail address: privacy@naba-da.com