

ENROLLMENT FORM

SECTION I: PERSONAL DETAILS

THE UNDERSIGNED

| | | | |
|---|-----|----|--------|
| SURNAME | | | |
| NAME | | | |
| CITY OF BIRTH | | | |
| COUNTRY OF BIRTH | | | |
| BIRTH DATE (DD/MM/YYYY) | | | |
| GENDER | F | M | |
| NATIONALITY (PLEASE SELECT MULTIPLE IF DUAL NATIONALITY) | ITA | EU | NON EU |
| PASSPORT NO. | | | |
| PASSPORT EXPIRY DATE (DD/MM/YYYY) | | | |
| TAX CODE (IF APPLICABLE) | | | |
| EMAIL ADDRESS | | | |
| MOBILE NO. | | | |

PERMANENT ADDRESS

| | | | |
|--|-----|----|--------|
| STREET NAME | | | |
| HOUSE NO. | | | |
| APARTAMENT NO. | | | |
| CITY/COUNTRY | ITA | EU | NON EU |
| POSTAL CODE | | | |
| PHONE NUMBER (INCLUDING COUNTRY CODE) | | | |
| EMERGENCY CONTACT PERSON AND RELATIONSHIP | | | |

CURRENT ADDRESS OF DOMICILE (ONLY IF DIFFERENT FROM THE PERMANENT ADDRESS)

| | | | |
|--|-----|----|--------|
| STREET NAME | | | |
| HOUSE NO. | | | |
| APARTAMENT NO. | | | |
| CITY/COUNTRY | ITA | EU | NON EU |
| POSTAL CODE | | | |
| PHONE NUMBER (INCLUDING COUNTRY CODE) | | | |

SECTION II: ENROLLMENT

| REQUESTS TO ENROLL AS A STUDENT INTO THE FOLLOWING PROGRAM(S) FROM THE ACADEMIC YEAR 2024/2025 | | | | PREFERRED LANGUAGE OF INSTRUCTION | |
|---|----------------------------|-----|-----------|--------------------------------------|----|
| 3YC | 3YC BACHELOR UNDERGRADUATE | MST | ON DEMAND | ITA | EN |

INSERT THE NAME OF THE COURSE

| |
|--|
| |
|--|

SECTION III: EDUCATIONAL BECKGROUND

HIGH SCHOOL DIPLOMA

| | |
|--|--|
| HIGH SCHOOL NAME | |
| CITY | |
| COUNTRY | |
| GRADUATE DATE (DD/MM/YYYY) OR (EXPECTED GRADUATION DATE IF NOT GRADUATED) | |
| GRADE(S) (OR PROJECTED GRADES BY HIGH SCHOOL, IF APPLICABLE) | |

FIRST LEVEL BACHELOR OR DEGREE (FOR MST APPLICATIONS)

| | |
|---|--|
| NAME OF HIGHER EDUCATION INSTITUTION | |
| CITY | |
| COUNTRY | |
| GRADUATE DATE (DD/MM/YYYY) OR (EXPECTED GRADUATION DATE IF NOT GRADUATED) | |
| GRADE(S) (OR PROJECTED GRADES BY HIGH SCHOOL, IF APPLICABLE) | |

SECTION IV: DOCUMENTS TO ATTACH

THREE YEARS COURSES

| HIGH SCHOOL CERTIFICATE (ONCE OBTAINED) | ITA | EU | NON EU |
|---|-----|----|--------|
|---|-----|----|--------|

Declaration of value - DOV* of the High School Certificate (for students without an Italian High School certificate willing to applies for 3YC Bachelor Undergraduate courses)

MASTER COURSES

| BACHELOR DEGREE | ITA | EU | NON EU |
|-----------------|-----|----|--------|
|-----------------|-----|----|--------|

Declaration of value - DOV* of the 1st level bachelor degree (for non-Italian High Education institution graduate students that will require the accreditation from UniMarconi at the end of the master course)

The student acknowledges that Raffles Milano reserves the right to decide on the equivalence of students' educational qualifications to Raffles Milano's accredited programs

*If not provided , DOV must be submitted as soon as the Embassy/Consulate releases it.

ALL COURSES

| | |
|---------------------------------|--|
| ISEE DECLARATION (EU STUDENTS)* | |
| DSA/LSD CERTIFICATIONS* | |
| PHOTOCARD | |

*If not provided with the documentations that the student submitted to schedule the admission interview. ISEE and DSA/LSD certificate must be submitted within 15 days of signing the Enrollment Form. For the 2nd and 3rd years ISEE must be submitted within 1st September of every year.

SECTION V: LANGUAGE CERTIFICATIONS

| TYPE OF CERTIFICATE | | | | | | |
|--|----|----|----|----|----|----|
| ITA CERTIFICATE NAME | | | | | | |
| _____ | | | | | | |
| EQUIVALENT | A1 | A2 | B1 | B2 | C1 | C2 |
| _____ | | | | | | |
| ENG CERTIFICATE NAME | | | | | | |
| _____ | | | | | | |
| EQUIVALENT | A1 | A2 | B1 | B2 | C1 | C2 |
| _____ | | | | | | |
| I DO NOT POSSESS LANGUAGE CERTIFICATES | | | | | | |

GENERAL TERMS AND CONDITIONS (“GTC”)

1. SCOPE

1. By signing the Enrolment Form to which these GTC are attached (the “**Enrollment Form**”) the Student expressly accepts these GTC and:

1. the Student expresses his/her willingness to take part in the program (the “**Program**”) indicated in the Enrolment Form, the main characteristics and scope of which are better described in Raffles Milano’s website, available at the following link (<https://rafflesmilano.it/>), made known, and expressly accepted by the Student;

2. Raffles Milano accepts to enrol the Student into to the Program referred to in Clause 1.1.1 above

2. The parties hereby acknowledge and agree that the Program will commence on the date indicated in the Enrolment Form (“**Commencement Date**”) it being understood that Raffles Milano may inform the Student in relation to amendments, including postponement, in relation to the Commencement Date, by delivering a written notice to the Student, at least 30 (thirty) days prior to the Commencement Date.

2. CONSIDERATION

1. As consideration for the performance of the Program in favor of the Student, the Student shall pay Raffles Milano the overall amount indicated in the Enrolment Form. It is made clear that the consideration includes all applicable taxes, such as VAT in accordance with the applicable laws and regulations (the “**Consideration**”).

2. The Consideration shall be paid by the Student to Raffles Milano in a lump sum or in 3 (three) instalments, in accordance with what is set out and agreed upon in the Enrolment Form.

3. The Consideration shall be paid via wire transfer or through debit or credit card, in accordance with what provided in the Enrolment Form. In any case, the Student shall provide Raffles Milano with adequate proof of payment according to the due dates set forth in the Enrolment Form.

4. The Consideration is fixed and invariable and shall not be subject to any reduction whatsoever.

3. DURATION

1. Without prejudice to any cause of anticipated termination expressly provided hereunder, these GTC shall remain effective between the parties until completion of the Program as defined in the Enrolment Form.

2. It remains understood that, regardless the termination of the contractual relationship between the Student and Raffles Milano for any reason whatsoever, any dispute between the parties shall remain to be governed Clause 11 below.

4. WITHDRAWAL AND TERMINATION

(a) Withdrawal of the Student from enrolment into the Program

1. The Student shall have the right to withdraw from these GTC by delivering a written notice to Raffles Milano within 14 (fourteen) days from the execution of these GTC, pursuant to Articles 52 and 54 of the Legislative Decree 206/2005 (so-called “Codice del Consumo”), without any costs and/or liabilities towards Raffles Milano.
2. In the event under Clause 4.1 above, any amount already paid by the Student to Raffles Milano shall be reimbursed by Raffles Milano to the Student.
3. Except as provided under Clause 4.1 above and Clause 4.10 below, the Student shall not be entitled to withdraw from these GTC for any reason whatsoever. Therefore, the Student shall not be entitled to any reimbursement of the Consideration and/or to retain, in whole or part, the payment of the remaining instalments (if any), also in the event that he/she does not regularly attend classes and/or does not take any exams or anyway expresses his/her willingness to suspend the attendance of the Program.

(b) Termination by Raffles Milano and additional rights in case of breach by the Student

4. Raffles Milano shall have the right to terminate these GTC pursuant to and to the effects of Article 1456 of the Italian civil code, in the event that the Student does not pay the Consideration in full compliance with the provisions of these GTC and the timings and modalities set out in the Enrolment Form.
5. The Student hereby acknowledges and agrees that the provisions under Clause 4.4 above are without prejudice to any further actions and/or remedies available to Raffles Milano under the applicable laws and regulations.
6. Without prejudice to the above, in the event of any delay in the payment of the Consideration, interest shall accrue on the relevant amount at a rate of 6% (six percent) (the “Interest”).
7. The Student acknowledges that the Interest shall comply with Italian Law no. 108 of 7 March 1996, as amended and supplemented from time to time, and the relevant implementing legislation (the “Italian Usury Legislation”). Notwithstanding any other provision herein, if at any time the Interest exceeds the maximum rate permitted by the Italian Usury Legislation, then the Interest shall be automatically reduced, for the shortest possible period (if applicable), to the maximum amount permitted under the Italian Usury Legislation.
8. Moreover, Raffles Milano shall be entitled to terminate the contractual relationship with the Student pursuant to Article 1454 of the Italian civil code if the Student breaches the Regulations (as defined below) and such breach is not cured within 15 (fifteen) days of receipt of a written notice from Raffles Milano.
9. Raffles Milano reserves the right to cancel and/or amend the Program for any reason whatsoever, provided that a written notice is given to the Student at least 10 (ten) days before the Program commencement date.
10. If the Program is cancelled or suspended by Raffles Milano pursuant to Clause 4.9 above, the Student shall be entitled to withdraw from these GTC by delivering a written notice to Raffles Milano within 15 (fifteen) days of receipt of the notice under Clause 4.9 above and, in such case, Raffles Milano shall reimburse the Consideration to the Student (if and to the extent actually paid by the Student to Raffles Milano).
11. To the maximum extent allowed under the applicable laws and regulations, in the event under Clause 4.9 above Raffles Milano shall not be liable for any damages, costs and/or liabilities as may be suffered by the Student as a consequence of the cancellation or modification (as the case may be) of the Program.

5. ACADEMIC REGULATIONS AND RULES OF CONDUCT

1. The Student hereby undertakes to observe at any time the academic regulations (the “Regulations”) concerning the rules of conduct to be respected within the institute, which the Student hereby declares to well know and a hard copy of which will be delivered by Raffles Milano to the Student before commencement of the Program.
2. In the event of any breach of the Regulations by the Student, Raffles Milano may apply disciplinary measures (as indicated in such Regulations), without prejudice to the right of expulsion of the Student in the most extreme cases and the right of termination under Clause 4.8 above.

6. INJURIES AND FORCE MAJEURE

1. Notwithstanding anything else contained in these GTC, Raffles Milano shall not be responsible for loss of or damage to any property of the Student, or for personal injury or death of the Student, it being understood that Raffles Milano shall hold and maintain adequate insurance policies as may be required pursuant to the applicable laws and regulation.
2. A “Force Majeure Event” shall mean an exceptional event or circumstance:
 1. which is beyond a party’s control;
 2. which such party could not reasonably have provided against before entering into the GTC;
 3. which, having arisen, such party could not reasonably have avoided or overcome; and
 4. which is not substantially attributable to the other party.
3. Force Majeure Events include, but are not limited to, war (whether or not war is declared), hostilities, revolution, rebellion, insurrection against any authorities, riot, terrorism or foreign embargoes, floods, earthquakes, volcanic eruptions, fires, and objects striking the earth from space (such as meteorites) quarantine restrictions, epidemics or similar acts of God, nationwide strikes, walkouts, lockouts or similar industrial or labor actions or disputes, other than those which affect solely the employees and/or the consultants of the affected party.
4. Neither party shall be responsible towards the other party in the event that it is in breach of any provisions of these GTC, but such breach has been determined by a Force Majeure Events. It remains understood that the party affected by the Force Majeure Event shall duly inform the other party of such circumstance.
5. Should a Force Majeure Event continue for a period longer than 60 (sixty) consecutive calendar days or longer than 90 (ninety) non-consecutive calendar days in the course of duration of these GTC, each party shall be entitled to withdraw from these GTC and consequently (a) the Student shall pay Raffles Milano any portion of Consideration related to the period during which the Program has taken place (to the extent not previously paid by the Student) and (b) Raffles Milano shall reimburse the Student any portion of Consideration which was already paid by the Student in relation to the portion of Program which should have taken place after the withdrawal effective date.

7. PRIVACY AND INTELLECTUAL PROPERTY RIGHTS

1. The Student hereby expressly declares to have been informed on the circumstance that his/her personal data will be collected and used by Raffles Milano in the context and for the purposes of these GTC.
2. The Student hereby gives his/her express and unconditional consent to the processing of such data, in accordance with Article 13 of Regulation (EU) 2016/679 (GDPR).
3. The Student hereby further acknowledges and agrees that Raffles Milano shall be the sole owner – and shall be entitled to make use of - any intellectual property that the Student may produce and/or create in the context of the Program and the Student shall not be entitled to any consideration, fees and/or interest of whatsoever nature in this respect.

8. MISCELLANEA

1. Unless otherwise expressly provided for in these GTC, for the purposes of these GTC:
 1. all terms defined in these GTC in the singular shall be deemed to include the plural, and vice versa, as the context may require;
 2. the word “including”, “namely” and any variation thereof shall mean “including without limitation” and shall not be construed to limit any general statement to the specific or similar items or matters following it, except if expressly otherwise mentioned in these GTC;
 3. the words “hereof”, “herein”, “hereto” and “hereunder” refer to these GTC as a whole (including the Enrolment Form) and not to any subdivision of these GTC:
unless otherwise expressly provided for, any period of time shall be calculated as provided for in article 2963 of the Italian civil code.
2. The Student declares to be completely aware of the contents of these GTC and to have freely determined its willingness to enter into these GTC at the terms and conditions set out thereafter. In the event any ambiguity or question of intent or interpretation arises, these GTC shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any provision of these GTC. A failure of a party to take any action in the event of a breach of any of the provisions of these GTC by the other party shall not be considered to constitute a waiver.
3. If any provision in these GTC is held to be invalid or unenforceable, then such provision shall (so far as it is invalid or unenforceable) be given no effect and shall be deemed not to be included in these GTC but without invalidating any of the remaining provisions of these GTC. The parties shall use all reasonable endeavors to replace the invalid or unenforceable provision with a valid provision, the effect of which is as close as possible to the intended effect of the invalid or unenforceable provision.
4. Changes to these GTC can only be validly made, and shall come into force only when made, in writing. Consequently, these GTC cannot be waived or discharged orally.
5. These GTC contains the entire agreement between the parties with respect to the matters regulated hereunder and supersedes any earlier agreements and understandings, either verbally or in writing, between the parties.

9. COMMUNICATIONS

Any communications or notices provided for under these GTC shall be deemed to have been duly given and made if in writing and delivered personally, by courier service, by certified email (PEC) or by email to the following addresses (a) if to the Student to the addresses indicated in the Enrolment Form, (b) if to Raffles Milano to the address Via Felice Casati 16, Milano or rafflesital education@legalmail.it, to the kind attention of the Director.

10. GOVERNING LAW AND DISPUTE RESOLUTION

1. These GTC shall be governed by, and construed in accordance with, the Italian laws.
2. These GTC is drawn up two versions, the English, and the Italian. It is agreed that for any disputes arising from, inter alia, the interpretation, performance, of the agreement, the English version shall prevail.
3. The parties shall attempt to amicably resolve any disputes arising between them in good faith for a period of 10 (ten) days of receipt of a written notice from the interested party.
4. If the parties do not find an amicable solution by the period mentioned in Clause 10.2 above, the disputed matter shall be then be settled by arbitration under the Rules of the Chamber of Arbitration of Milan (the "Rules"), by one arbitrator appointed in accordance with the Rules, which are deemed to be incorporated by reference into this Article 10.4. The arbitrator shall decide in accordance with the rules of law of Italv. The seat of the arbitration shall be Milan, Italy. The language of the arbitration shall be English. The arbitrator shall allocate the costs of the arbitration on the basis of the "loser pays" principle.
5. The Parties hereby acknowledge that any disputed matters and/or action that cannot be settled and/or treated by operation of law by arbitration in accordance with Article 10.4 above shall be submitted to the exclusive competence of the Court of Milan.
6. The above is without prejudice to Raffles Milano's right to request the issuance of any interim measures (decreto ingiuntivo) before the competent courts (Tribunale Ordinario or Giudice di Pace, depending on the value of the credit at stake) and to commence any enforcement proceedings in compliance with applicale laws and regulations.

Milano, / /

Signature of the Student

Admissions Officer

For the purposes and to the effects of Articles 1341 and 1342 of the Italian civil code, the Student approves specifically Clauses 4 (Withdrawal and termination), 5 (Academic regulations and rules of conduct), 6 (Injuries and force majeure), 7 (Privacy and intellectual property rights) and 10 (Governing law and dispute resolution).

Milano, / /

Signature of the Student