



GENERAL CONDITIONS

A) ENROLMENT

Please send the application form directly to the school secretariate by mail or e-mail. The confirmation will be sent per e-mail to the student as soon as possible.

B) PAYMENT

Together with your application, you have to effect an advanced payment of 70 Euro as part of the course fee. We must receive statement of the paid balance before the beginning of the course. For late enrolments (i.e. less than one week) the total tuition fee must be paid upon enrolment.

C) HOW TO PAY

All payments may be made by credit card, by Paypal or by bank transfer (see application form). If you transfer sums via bank, you will be charged for bank transfer costs.

D) MISSED LESSONS

If students cannot attend a lesson, he can recover the lesson if he notifies the absence with an e-mail before the lesson starts. This doesn't count for students who attend the intensive course, in that case missed lessons cannot be recovered.

E) CANCELLATIONS

Cancellations of the art courses must be sent to the school by e-mail earlier than 4 weeks before of the beginning of the course. In any case refunds will not include the advanced payment of 70 Euro. Any payments made for the Italian language courses cannot be refunded for any reason. The sums paid may be used for future courses to be attended within 12 months. In no case whatsoever will a refund be made for the cost of the program or accommodation once the program has started.

F) PUBLIC HOLIDAYS

Classes missed due to national or local holidays will not be made up or refunded. It is responsibility of the student to check if in the period of their course there are national holidays on which the school is closed.

G) VISA

European citizens do not require a visa to enter Italy and are allowed to stay how long they want. Citizens of other countries, like United States or Mexico and many others, are requested to apply for a visa only if they are going to stay in Italy for longer than 90 days. Citizens of other countries instead must apply for a visa for any period of time they intend to stay in Italy (even for a stay shorter than 90 days). Therefore, citizens of countries outside the European Community are strongly advised to contact their nearest Italian Embassy or Consulate in order to check the regulations regarding entry permits to Italy. Our Certificate of enrolment fulfills one of the requirements to obtain a visa. This certificate can only be issued by our school after that the enrolment form and the full payment of the course fees have been received. In case the Italian Consulate should not grant the visa, an original document that proves that the visa has been refused will be needed by the school to effect a refund.

H) INSURANCE

Participants are not insured against illness, accidents, theft or loss of personal possessions, either by the schools or by those organizing housing. We therefore recommend drawing out a personal insurance policy.

I) PERSONAL DATA

The participant authorizes the Scuola Leonardo da Vinci to include her/his personal data on a mailing list for the purpose of enrolment. The student may also receive periodically informative or promotional material and can request his/her personal data to be removed from the school mailing list at any time. The school reserves the right to use photographs or videos taken during courses or free time activities to illustrate informative or promotional material with no commercial value. Students who want to deny this use, they should write to the school within one month from the shooting.

L) CHANGING IN COURSE PROGRAMS AND PRICES

The school reserves the right to modify their course programs and prices.

M) LODGING

The school will communicate the housing address one week before the beginning of the course. Housing fees must be paid upon arrival in cash. The school only acts as intermediary between students and landlords and cannot be responsible for the relations between them. We beg you to read the "Lodging Regulations" on the Lodging page.

N) AGREEMENT

Upon signing the registration form or paying the program fees, the student accepts all of the conditions described above.

PITTURA E DISEGNO
PITTURA CON TECNICHE ANTICHE
PITTURA CON TECNICHE CONTEMPORANEE
SCULTURA
AFFRESCO
MOSAICO
DISEGNO DI MODA
RESTAURO
FOTOGRAFIA
STORIA DELL'ARTE
ARTI VISIVE
CORSI DI ITALIANO
CORSI DI GRUPPO
CORSI PER L'UNIVERSITÀ



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