

STUDY MANIFESTO

The Modartech Institute is a private institution of high culture. It has its own legal personality and benefits from educational, artistic, scientific, organizational, financial and countable autonomy, with respect to the principles of the accounting system of the State and public entities.

The Institute's primary task is the research, study and training in the arts field, and it has established the following private Course of Studies, adopting the ministerial criteria and the relative declarations for the release, organization and planning of the educational activities.

Department: **Design and Applied Arts**

Course of First Level: **Fashion Design DAPL06**

Requirements for Admission and Duration of the Course

The duration of the course of first level is of three years. To obtain the three-year diploma of first level the student must acquire 180 CFA (Educational Credits), according to the modalities previewed by the educational system. To enrol in the first level course, it is necessary to present a diploma of secondary school or another study title obtained abroad and recognized as valid by the Institute in compliance with international agreements.

Registration for Three-year Diploma of First Level

The three-year Diploma Course of first level in Fashion Design is of free access, subordinated however to the possession of recognized requirements through access tests.

The registration for the First year foresees the following registration procedure:

- ✓ Motivational and aptitude interview as access test
- ✓ Registration filling up a dedicated module accompanied by:
 - Curriculum Vitae with self-certification of study certificate
 - Valid identity document
 - Receipt of payment of registration fee
- ✓ Acceptance of the registration form
- ✓ Enrolment

The course is addressed to those in possession of a School Diploma with strong motivations to start a profession in the fashion world. Modartech has set up a detailed admission and enrolment system in the Course Regulation which should be consulted.



Enrolment of Foreign Students

The Ministry of Education, University and Research with notice Protocol No. 658 of March 21, 2005 and successive amendments and integrations enacted the provisions regarding the enrolment for non-EU citizens living abroad, non-EU citizens regularly living in Italy, Italians holder of a foreign study certificate, at an Italian University (university, university institutions, technical institutes) and the State institutions of High Artistic and Musical Education and non-State entities authorized to issue titles with legal value in the following courses:

- three-year course of first level;
- three-year course of second level;
- single courses.

Pursuant to Law No. 218 of May 31, 1995 regarding the reform of the Italian system of private international law, Article 19 paragraph 2, in the case in which the candidate is holder of double citizenship one of which Italian, this last one prevails.

Eu-citizens of the following States are treated as Italian citizens:

- Norway, Iceland and Liechtenstein (Regulation EEC Nos. 1408/71, 1612/68, 574/72, 307/1999);
- Switzerland (bilateral agreement of 21.06.1999 and ratified on 17.04.2002);
- Republic of San Marino (Friendship and Good-Neighbourhood Convention of 31.03.1939 and ratified on 06.06.1939).

More information can be obtained on the MIUR site at the address:

<http://www.afam.miur.it/studentistranieri/>

Admission of foreign students in non-EU countries living abroad

The documentation necessary for the admission must be presented at the Italian Consulate or at the Italian Diplomatic Mission in the country of origin:

- ✓ Application to be filled in, printed, signed and sent by registered letter
- ✓ Two photographs (of which one is authenticated)
- ✓ School curriculum
- ✓ Educational qualification

The documentation must be duly legalized; the educational qualifications must be accompanied by a certified translation and by a certificate of equivalence of qualification;

Such documentation must be transmitted by the Italian Diplomatic Authority to the Modartech Institute, Viale Rinaldo Piaggio 7 – 56025 Pontedera (PI).



Admission of students from EU countries. Admission of students from non-EU countries living in Italy.

The EU-students wherever resident and those non-EU resident in Italy (foreigners holding a residence permit for subordinated work or self-employment, for family reasons, for political asylum, for humanitarian asylum, or for religious reasons, or for foreigners legally residing from at least one year in possession of a higher education qualification obtained in Italy, as well as foreigners wherever resident, who hold the final diploma of Italian schools abroad or foreign or international schools operating in Italy or abroad, subject of bilateral agreements or of special norms for the recognition of educational qualifications and that satisfy the general conditions requested for the entry for study) can access the Institute presenting the application form, accompanied by a residence permit (to be sent as a copy together with the application form) directly to the Didactic Secretariat of the Institute within September 15 of each year.

Documentation necessary for the admission:

- ✓ Application to be filled in, printed, signed and posted
- ✓ Two photographs (of which one is authenticated)
- ✓ School curriculum
- ✓ Certified photocopy of educational qualification/replacement certificate of secondary school.

The documentation must be duly certified by the Italian representation competent for the territory and accompanied by the certificate of equivalence of qualification and certified translation.

Enrolment in the following years

At the moment of enrolment, the student agrees to attend the complete study cycle with the possibility of interrupting the studies in any moment or to transfer to other Institutes.

The enrolment in the following years after the first must be confirmed every year until April 30 presenting the receipt of payment of the registration fee.

The registration is considered completed with the payment of the relative fees and taxes. In the event the student intends to suspend, interrupt or renounce to the studies he must do so with a formal act within the abovementioned date, otherwise he/she is nonetheless bound to pay the whole amount of fees and taxes of the registration year in course. Students who have not yet completed their enrolment in academic years subsequent to enrolment cannot complete any curriculum career such as registering and sitting exams or the



final exam, requesting certificates, passages of course or transfers until the regularization of his/her proper administrative position. The students enrolled in the first year of the diploma course of first level must acquire within the autumn exam session, a minimum number of credits not less than 40 to complete the enrolment in the second year of course; otherwise the students will be enrolled in the first repeated year and if necessary the Administration will proceed according to the regulation to a new school system or to a change of regulation. The students enrolled in the second year must acquire within the autumn exam session a minimum number of credits not less than 100 to enrol in the third. Otherwise, the student shall be enrolled in the second repetitive year and if necessary, the Administration will proceed according to the regulation to transfer to a new school system.

Suspension, Interruptions, Renouncing from Studies

Suspension from studies: The study course initiated can be suspended and restarted without achieving educational results as long as the student requests it with a formal act. The suspension of studies can be requested for one or more years, to enrol and attend study courses at institutions of the same level in Italy or abroad, that is, in case of admission to a special and/or qualifying course, to a Doctor of Philosophy course, a Masters, activated at Modartech Institute. The faculty to suspend the studies is also applicable for substantial personal motivations, in this case during the years of suspension the student cannot complete any curriculum career without prejudice to the financial commitment. The suspension application should be sent within FEBRUARY 21 after the date of enrolment. Returning to studies, the student must follow the normal enrolment procedures.

Temporary interruption of studies: exception made for the preceding point, which previews a formal request, the student can anyway interrupt the studies, and the student who is not enrolled and has not paid the relative due sums falls within this category. In this case, whenever the student intends successively to exercise the rights deriving from the condition of student, asking for enrolment, he/she must present an application to the director to obtain recognition of such status. The application of recognition requires the payment of taxes established annually by the Administration Council for each year of interruption of studies, besides all the years of fees and taxes due for the academic year in which the application was presented being subject to the same treatment previewed for students in general.

Renouncing from studies: renouncing is irrevocable and must be expressed by a written document, clear and explicit without apposition of the same conditions, terms and clauses that restrict the efficiency. The student that has renounced to studies can obtain certificates regarding the career undertaken, integrated by an appropriate attestation stating that it shall have no effect regarding the renounce itself.

Presentation and Variation of the Individual Study Plans

The presentation of the individual study plan and/or its variation coincide with the act of enrolment/registration. Without approval of the study plan, the student is not authorized to attend and to register for the exam session of the previewed courses. The study plan must be filled in within November 15 and can be changed within December 15 of each academic year. The request for modification of the individual study plan, on unstamped paper, must be accompanied by a copy of the previous study plan. The modifications must be approved by the academic council. Only after formal approval the student will be authorized to follow the subject inserted in the proper study plan.



Educational Credits and Activities

In accordance to President of the Republic Decree No. 212 of July 8, 2005 the educational credit corresponds to 20 hours of commitment for the student, meaning attendance of front hours, personal independent learning hours (personal study and preparation for exam) or in group (participation to exhibitions, projects, workshop, seminars, etc.). The educational activities are carried out through theoretical lessons and theoretical-practical activities and are differentiated by basic training activities, distinctive and the like. Specific mandatory activities are previewed but the student may personalize his/her proper study plan choosing some similar exams among the recommended activities. Educational credits may be additionally acquired with activities freely chosen by the student and recognized by the Institute.

Free choice activities are:

- ✓ Participation to seminars
- ✓ Participations to events of the art, fashion and design system
- ✓ Participation to contests and/or exhibitions, fairs
- ✓ Project Work proposed by the Institute

Attendance

Attendance is mandatory to obtain the educational credits for at least 80% of the total of hours of the courses. In case of a worker or disabled student or for particular and documented conditions for which the student has been granted the state of non-attending student, particular modalities of attendance and alternative educational supports may be previewed.



Regional and University Taxes

The regional tax (equal to €140.00) must be paid each academic year exclusively through “PAGOPA” service accessible from the home page of the institutional site of the Right to Education www.dsu.toscana.it indicating in the reason the wording:

“Regional tax payment of the academic year 2018/2019 – Istituto Modartech”

The annual fee for attendance of the “Fashion Design” course is structured in the following way:

Fashion Design 1st year - € 7,000.00 of which:

- ✓ Annual access tax - €250.00
- ✓ Educational-scientific disbursement tranche - €6,750.00

Fashion Design 2nd year - € 7,000.00 of which:

- ✓ Annual access tax - €250.00
- ✓ Educational-scientific disbursement tranche - €6,750.00

Fashion Design 3rd year - € 7,000.00 of which:

- ✓ Annual access tax - €250.00
- ✓ Educational-scientific disbursement tranche - €6,750.00

The payment due date and modalities of payment are many and must be agreed upon at the moment of registration and reported on the “Registration Module” undersigned by the student.

“Fuori Corso” Students (those who have not passed the exams within the prescribed period) and Repeaters

All the students that have concluded the autumn exam session and obtained a minimum of 40 CFA can register for the second year. All the students that have concluded the autumn exam session and have obtained a minimum of 100 CFA can registering for the third year.

“Fuori Corso” Students (those who have not passed the exams within the prescribed period)

The student is considered “fuori corso” when after attending all the training activities previewed by the regulation of the Study Course, has not passed all the exams and other verification test previewed for the whole course and has not acquired the necessary number of credits to obtain the diploma within the nominal duration of the same Course. The full-time “fuori corso” student must pass the missing exams to complete his



/her own university career within a period equal to the double of the nominal duration of the Study Course, if not otherwise established by the educational regulation of the course. In case of non-respect to the terms, the educational activities performed, and the credits obtained can be considered not updated and not proper for the qualification required by the attended Study Course. The Educational Council, on proposal of a dedicated commission named by the director, provides in such cases to determine the new educational obligations for the obtainment of the diploma and indicates to which year the student can re-register to.

Repeaters

A repeating student is the one who has not obtained the minimum number of credits which the Educational system previewed to pass to the following year.

The repeating student cannot register for the following course year and is required to register again in the same year paying the taxes and registration fees previewed for repeating students. The student can be declared repeater not more than three times for the same year of course. The repeaters or student “fuori corso” who have achieved and have the necessary certified attendance are not obliged to attend the new educational activities previewed by the Study Course Regulation to pass the exams or the verification tests still missing to complete his/her study course.

Deadlines

Filling in of the Study Plan within November 15

Request for modification of the Study Plan within December 15

Educational Activity 1st semester from October to February. 2nd semester from March to June.

Exams

Winter session: February

Summer session: June/July

Autumn session: September

Christmas break from 21/12/2018 to 07/01/2019

Easter break from 18/04/2019 to 23/04/2019

Other holidays

- ✓ November 1st
- ✓ December 8
- ✓ April 25
- ✓ May 1st
- ✓ June 2



Head Office and Telephone numbers

Viale Rinaldo Piaggio, 7 – 56025 Pontedera (PI)

Telephone 0587 58458 E-mail: info@modartech.com

Didactic Calendar

2018/2019 Academic Year

The educational activities for the 2018/2019 academic year start in the month of October and end in June. The exams regarding these courses will be held from the summer session in June/July. The specific date from the beginning of the courses shall be communicated directly to the students, as well as the calendar of exams with Decree of the Director.

Adopted with Decree of the Director on 15/05/2018

The Director