



Lorenzo de' Medici

APPLICATION FORM

TUSCANIA CULTURAL IMMERSION PROGRAM 2009

OFFICE USE ONLY

Application n° _____

Date received _____

How to Apply for the LdM Tuscania Culinary Arts / Cultural Immersion Program:

In order to apply for the LdM Tuscania Culinary Arts / Cultural Immersion Program, students must submit the following documents:

- Application Form
- Copy of the enrolment fee wire transfer receipt

Application Deadlines:

- ***1 month before desired session of enrollment***

For any questions about this application, required forms, or the admissions process in general please don't hesitate to contact us at:

LdM Admissions Office – phone : +39 055 28 73 60 - e-mail : info@lorenzodemedici.it

PLEASE RETURN THE COMPLETED APPLICATION FORM

BY MAIL TO: Lorenzo de' Medici
Admission Office
Via Faenza, 43
50123 Florence, Italy

BY FAX TO: +39 055 23 98 920

Please complete this application form in BLOCK CAPITALS and in black ink

All fields marked with a * must be completed

Personal Information			
Last Name*:	_____	First Name*:	_____
Gender*:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Profession:	_____
Citizenship*:	_____	Mother Language*:	_____
Date of Birth*:	dd/mm/yy_____	City of Birth/State*:	_____
Passport No.*:	_____	Country of Birth*:	_____
2 Contact Information (permanent address)			
Address*:	_____		
City*:	_____	Country*:	_____
Post Code:	_____	Email*:	_____
Phone :	_____	Mobile phone :	_____
Fax :	_____	Address good until*:	_____
3 Emergency Contact			
Name* :	_____	Relationship*:	_____
Phone	_____	Email:	_____
Cell Phone* :	_____		
Current Institution* (if student): _____			
4 Italian language proficiency			
Please select the option which best represents your language ability:			
	Proficient	You can use a full range of language with proficiency approaching that in your own mother tongue	
	Advanced	You can use a very wide range of language effectively and with confidence in all situations	
	Upper Intermediate	You can use a good range of language effectively for all practical needs and personal conversation	
	Intermediate	You can use a moderate range of language, sufficient for everyday practical needs	
	Lower Intermediate	You can use a limited range of language, sufficient for basic everyday practical needs	
	Elementary	You can use a simple range of language, sufficient for basic everyday practical needs	
	Beginner	You have no knowledge of Italian	

30% tuition deposit due with application

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Tuition and Costs 2009

Please check the appropriate box under to select the desired Program

Session dates	Course + double room accommodation (€850)	Course + single room supplement (€850 + €80 = €930)
17 – 24 JANUARY		
21 – 28 FEBRUARY		
21 – 28 MARCH		
25 APRIL – 2 MAY*		
16 – 23 MAY		
20 – 27 JUNE		
4 – 11 JULY		
1 – 8 AUGUST		
19 – 26 SEPTEMBER		
24 – 31 OCTOBER		
21 – 28 NOVEMBER		
5 – 12 DECEMBER*		

*Special tuition cost applies; please contact info@lorenzodemedici.it for further details and instructions.

PAYMENT

A tuition deposit of 30% of the total tuition is due at the time of application.

The remaining balance of the tuition is due 30 days prior to the start of the course.

Please send the tuition deposit for the selected Programme with one of the following payment methods:

1. Secure on-line payment (VISA, MASTERCARD, AMERICAN EXPRESS, JCB). Follow the on-line application procedure and you will be guided to the credit card direct payment form: : <http://www.lorenzodemedici.it/payments/form.php>
2. bank cashier's check or international money order payable to:

Lorenzo de' Medici s.r.l.
Via del Giglio, 15
50123 Firenze - Italia
3. bank transfer to the following bank account (please send copy of bank receipt to the fax number +39 055 28 31 42 as proof of payment):

Name: Lorenzo de' Medici
Account #: 85450
Bank: Cassa di Risparmio di Firenze – Sede
Address: Via Bufalini, Firenze – ITALY
ABI code: **06160** CAB code: **02800** SWIFT code: **CRFI IT 3F**
IBAN code: IT70U061600280000085450C00

All bank charges are to be paid by the student

CANCELLATION POLICY

If an official cancellation notice is received by LdM:

- 20 days or more before the start of the term, the student will be liable for 30% of the deposit.
- 19 to 7 days before the start of the term, the student will be liable for 50% of the deposit.
- 6 days to the beginning of the term, no refund will be made.

After the beginning of the course no refund will be due to students who do not attend or withdraw from it. Fees are not transferable to other persons.

I HAVE READ, UNDERSTOOD, AND WILL ABIDE BY THE ABOVE LORENZO DE' MEDICI POLICIES AND REGULATIONS.

I hereby authorize the use of my personal information by Lorenzo de' Medici, which will treat it in accordance with Italian Law 196/03 on privacy (this means your personal information will be used only by LdM, and not given to any other entity).

Processing Your Personal Data

LdM is registered to hold your personal data under the Italian data protection law. In electronic and paper form the school holds your personal data, your academic and administrative history, and those concerning relevant transactions. This information is necessary for administrative purposes while you are at the School.

Examples of how your information will be used are as follows:

To administer your studies and record academic achievements (e.g. course choices, examination and assessment, the publication of pass lists and graduation programmes).

To administer the financial aspects of your registration as a student (e.g. payment of fees, rents, debt collection).

To manage LdM facilities (e.g. Computing, Library and sports facilities).

To produce management statistics.

To monitor equal opportunities policies (e.g. compliance with the Race Relations Act).

To administer employment processes, should you choose to work at the LdM.

For security and disciplinary purposes (e.g. through the use of security cameras and reports of incidents compiled by security staff and others).

To assist with the work of the Alumni Office.

For students registered on Programmes which involve teaching or placements outside the School, LdM will pass personal information as necessary to the bodies outside the School which provide teaching or placements.

I authorize Lorenzo de' Medici to use my e-mail address for administrative and academic purposes.

yes

no

Student's signature _____

Date _____