

	Tipologia documento: MODULO ISCRIZIONE	Codice documento MI 01
	Titolo documento: ISCRIZIONE CORSI PROFESSIONALI E REGOLAMENTO	
	Revisione 7	Data 20/07/2018

Card No.

NAME _____ SURNAME _____
 DATE OF BIRTH _____ PLACE _____
 CURRENT ADDRESS _____ N° _____ POSTAL/ZIP CODE _____
 CITY _____ COUNTRY _____
 PHONE _____ CELL PHONE _____
 E-MAIL ADDRESS _____
 FISCAL CODE _____

I hereby apply for admission to the Program indicated below. I agree to follow the requirements and the payment of the required tuition fee as mentioned below (please tick)

PROFESSIONAL COURSE	CHEF*	PASTRY CHEF*
Module 1	<input type="radio"/> €3000	<input type="radio"/> €2500
Module 2	<input type="radio"/> €4000	<input type="radio"/> €3500
Module 3	<input type="radio"/> €5500	<input type="radio"/> €4500
Module 4	<input type="radio"/> €6500	<input type="radio"/> €5500
Other	<input type="radio"/>	<input type="radio"/>

***English Translation included (no accommodation)**

Date _____

Signature _____

By signing this form you expressly adheres to what is reported in the "general rules" as indicated below and adheres to the Cultural Association policies. Furthermore, you authorize the processing of your personal data by ITALIAN CHEF ACADEMY in compliance with the Legislative 196/03 and subsequent amendments.

Accept

Date _____

Signature _____

PICTURE

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Terms of Payment

In order to proceed to the enrollment, the payment must be made in accordance with the following modalities:

1. First Payment: 50% of the total cost must be made immediately upon booking.
2. The remaining outstanding balance (i.e. 50%) to be paid on the first day of the course

Accepted payment methods

1. **Bank Transfer (the only payment accepted when abroad):**
Name: Intesa San Paolo
Address: Via Trionfale Largo Cervinia 7012, 00136 ROME (Italy)
SWIFT CODE: BCITITMM
Account Holder's Name: ICA WORLD
IBAN: IT92 A030 6905 0451 0000 0005 866
2. Cash
3. Credit cards

Cancellation and reimbursement

The application fee payment is subject to a 14 day cancellation period, during which you may receive a full refund. In case of VISA application, no invitation letter will be sent during this period of time. To exercise your cancellation right, you must send written confirmation by both e-mail and a registered letter sent by post to: ITALIAN CHEF ACADEMY – Via Decio Filippini 15 – 00136 Roma. We will make the reimbursement using the same means of payment as you used for the initial transaction.

After the 14 day cancellation period your application fee cannot be refunded even if your application is withdrawn or is unsuccessful.

Variation

ITALIAN CHEF ACADEMY endeavours to ensure that the content of its prospectus, programme specification, website content and all other materials are complete and accurate. On occasion it may be necessary to make some alterations to particular aspects of a course or module.

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RULES OF PROCEDURE

SET OF PROFESSIONAL KNIVES

The participant will be provided with a set of professional knives which belong to Italian Chef Academy and they will be kept at kitchen Lab. At the end of each lesson the participant must place the knives in the storage carrying case.

If the set of knives:

- is not completed (i.e. knives are missing)
- is used in inappropriate manner

The participant must return the knives and pay a penalty to Italian Chef Academy the sum of **€ 100**.

DECLARATION OF GOOD HEALTH:

Hereby the participant declares to:

- have no allergies or food intolerances of any kind
- be in good state of health
- take no medication or drugs
- have no criminal records
- be fully responsible towards oneself and the others

ITALIAN CHEF ACADEMY is therefore relieved from any liability arising from the failure of the declarations mentioned above.

CLOTHING AND CODE OF ETHICS

- a) Participants are required to wear professional clothes suitable to the environment (the kitchen is allowed only to those who wear the full uniform provided by Italian Chef Academy)
- b) Participants are fully responsible for the use of professional equipment and tools after having received proper training. For any improper use and/or injury caused by the same, ITALIAN CHEF ACADEMY disclaims any liability.
- c) All risks including loss and damage are assumed by the student and ITALIAN CHEF ACADEMY shall be under no liability for any injury, loss or damage of whatsoever kind and howsoever caused to the student or the student's property except where such injury, loss or damage is a direct and sole consequence of ITALIAN CHEF ACADEMY's negligent act or omission.
- d) ITALIAN CHEF ACADEMY reserves the right at its sole and absolute discretion to remove any student from the course in the following circumstances:
 - A student physically or verbally abuses an ITALIAN CHEF ACADEMY staff member or another student;
 - A student engages in conduct that is reasonably likely to disturb other students and prevent them from receiving adequate training or inhibit the students' ability to otherwise obtain maximum benefit from course instruction;
 - A student exhibits anti-social behavior contrary to that reasonably expected of a student in a teaching/learning environment.

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In circumstances where a student is removed from a course pursuant to this clause, the student shall not be entitled to a refund of any fees paid. If there are fees still owing by the student to ITALIAN CHEF ACADEMY at the time of removal, the student shall remain liable for the payment of such fees notwithstanding that the student has been removed from the course.

- e) Who will record absences and/or delays **equal or higher than 20% of the total hours** of lessons will not receive the Certificate of Participation.
- f) In the event of absence the student cannot attend the repeated lesson.
- g) The attendance of workshops is mandatory. In the event of absence the student cannot attend the repeated lesson.

THE APPRENTICESHIP

- 1) Training-on-the job hours will depend on the chosen course and module.
- 2) The destination and the starting date of the internship will be communicated **within 30 days** from the date of the end of the course at the Academy.
- 3) The **destination** of the apprenticeship will be decided by the Academy on the basis of the results obtained during the course and in the practical examination (all documentation will be submitted to the attention of the Chef Instructors and the National Education Professional Institution).
- 4) The destination of the apprenticeship cannot be chosen by students in any way .
- 5) Each student will receive formal communication by the Officer in charge for the apprenticeship regarding the final destination.
- 6) The Student will start his/her internship after having pass an interview with the Partner Host.
- 7) During his/her Internship, the Student is obliged to sign daily on the attendance register. Those who will not register his/her presence will be **immediately suspended**.
- 8) The Program has been scheduled with a minimum of 5 hours a day (except on Sundays as from compliance with regulations).
- 9) In the event that the total hours of training are not completed according to the scheduled time, the training course shall be deemed as completed in any case.
- 10) In order to receive the certificate, the participant **must** return to the Academy the register with the presence duly signed during the training course, and the evaluation template filled by the chef tutor at the host structure. Without these documents the certificate cannot be issued.

Date_____

Signature for acceptance

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Photo & Video disclaimer

Without expectation of compensation or other remuneration, now or in the future, I hereby give my consent to ITALIAN CHEF ACADEMY its affiliates and agents, to use my image and likeness and/or any interview statements from me in its publications, advertising or other media activities (including the Internet). This consent includes, but is not limited to:

(a) Permission to interview, film, photograph, tape, or otherwise make a video reproduction of me and/or record my voice;

(b) Permission to use my name; and

(c) Permission to use quotes from the interview(s) (or excerpts of such quotes), the film, photograph(s), tape(s) or reproduction(s) of me, and/or recording of my voice, in part or in whole, in its publications, in newspapers, magazines and other print media, on television, radio and electronic media (including the Internet), in theatrical media and/or in mailings for educational and awareness.

This consent is given in perpetuity and does not require prior approval by me.

Name:

Signature:

Address:

Date: