

Terms and Conditions

These terms and conditions (“Ts&Cs”) shall apply to all courses made with Us by you, as set out further below.

1. Definitions The following terms have the meanings set forth below whenever they are used in these Ts&Cs: 1.1. “Data Protection Legislation” means all applicable laws and regulations relating to the processing of Personal Data and privacy including the Data Protection Act 1998, the General Data Protection Regulation 2016/679, the Privacy and Electronic Communications (EC Directive) Regulations 2003 and any statutory instrument, order, rule or regulation made thereunder, as from time to time amended, extended, re-enacted or consolidated. The terms “Personal Data”, “Data Controller”, “Data Processor” and “process” (in the context of usage of Personal Data) shall have the meanings given to them in the Data Protection Legislation; 1.2 “Organizer” means Giovanni Voto architect with Partita iva number 05151310488, whose principal place of business is in Italy, Florence via delle forbici 9, belonging to the Order of Architects in Florence, Palazzina Reale n.50 number enrolled 31/01/2001, no.5724, and Maria Pia Nicotra with Partita Iva number 02534650979, whose principal place of business is in Prato, Italy, via Alfredo Guarducci, 15. 1.3 “Courses” mean the in-class, interactive online and training professional courses and/or labs and workshops that we will provide to You under these Ts&Cs, as set out here; 1.4 “Our Site” means our website on which we will display our courses and our social net- work pages as Facebook, Instagram, Linked-In, Youtube. 1.5 “Terms” means the period during which We will provide the courses, which shall be as specified in the certificate of enrollment; 1.6 “We” means Giovanni Voto’s and Maria Pia Nicotra’s professional network for courses organized by and operating as Star Florence Design School – Studium Architecturae™ (Trademark - Ministero delle Imprese e del Made in Italy – with number 302023000108309 – in date 14/07/2023) in Italy, Tuscany, Florence, in Via Degli artisti 18 black, and “Us” and “Our” shall be interpreted accordingly. 1.7 “Fees” means the fees You will pay to us in accordance with the Payment Plan, as set out via email; **2. School Lab Policy and its effects** 2.1 In order to register officially for the course, the applicant needs to pay the enrollment fees and tuition fees before the course starts or in accordance with the Payment Plan, as set out via email. We will provide, via email, the necessary letter of acceptance for the applicant in order to complete the visa application process (only for in-class courses). The letter of acceptance will be issued only when the enrollment fee is paid, and the applicant can apply for a visa only for the terms period in which the applicant is enrolled at the school. In order to receive an acceptance letter via courier, the applicant needs to pay for the courier fees plus secretary fees. If the student changes his idea before paying the tuition fees or she/he cannot receive a visa for the course, the enrollment fees will not be refunded. The enrollment is valid for two years (considering the number of free places in the school in the specific starting day). 2.2 We are committed to providing a high-quality experience through our theoretical teaching, and a broad range of international works and facilities inside the professional environment. For this reason, we reserve the right at our sole discretion to change the program during the period of study. According to disposition of the organizer we have an Innovative approach of teaching, combining theory with work experience; For this reason, we reserve the right at our sole discretion to change the lecture structure, aspects of the teaching and learning process, content and numbers of hours of the subjects during the course taking into consideration the students’ skills and the work program, in order to obtain the best results. We give the opportunity to introduce real projects inside the study program, taking into consideration: 1) The nature of the projects that have different difficulty levels; 2) The different process phases to develop the project. 3) The students’ skills. Considering all these 3 factors, we reserve the right at our sole discretion to decide after a scientific committee selection if students can or cannot participate to the projects or will be replaced with other exercises. 2.3 As established in the previous points (2.1 and 2.2), during the period of study each student is required to access weekly, the school’s website, in the area reserved for him, to check for any changes in his program. Once the program changes have been published on the school’s website, it’s the student’s responsibility to be self-informed and for this reason, will not be able to retaliate against the school itself. 2.4 Each lesson of the course has a duration of 45 minutes. The master level is achieved with the minimum credits (valid only in Star Florence Design School – Studium Architecturae™) related to each specific course. The disciplines with “***” are optional to achieve the requested minimum credits. 2.5 All the workshops, field trips, museum visits, exhibitions visits, various travel expenses and necessary visits during the course lectures, materials for the course to work (such as papers, pencils, rulers, watercolours, acrylic paint, brushes, etc.) are not included in the program fees. The students need to pay and provide them separately. The student needs to provide his own computer. The student must bring all course materials to class together with his own laptop with programs already installed (CAD for students, Sketchup -free version and V-Ray rendering programs) in order to complete his work. If the student wants to take part to any eventual extra classes needs to pay extra fees in order to participate in previous according. 2.6 All the didactic materials such as lectures or others are not included in the course fees. 2.7 Attendance at all lectures is placed in Florence and participation in the class is mandatory. The use of smart phones during the lecture is prohibited, they must be switched off, given to the teacher and reclaimed at the end of the lesson. For online students it is prohibited to close the video during all the lessons. Online students have to participate in the lesson in a calm and attentive way with appropriate behaviour. Lessons cannot be recorded. Tardiness for class is not accepted (Students need to be present 10 minutes before the lecture starts). If the student misses a lesson, she/he cannot replace it with another one, neither watch it later, as lessons are not recorded. The student accepts that all photographs or videos taken during the course may be published online on our site and our social network pages such as Facebook, Instagram, Linked-in, Youtube and Twitter. 2.8 for all students (in-class and online) - Respect for the school etiquettes and its collaborators, respect for the teachers, respect for the content of the lessons and the methods with which the courses are held, keeping a correct and collaborative behaviour while following the lessons are indispensable conditions for the school, whose failure can interrupt the school-student relationship and consequently cause the termination of this contract. Violations of the aforementioned conditions will be sanctioned as follows: first violation: written recall; second violation: written dispute and suspension from each course and lesson, from 2 to 14 days, depending on the severity of the violation; third violation: termination of this contract and consequent definitive expulsion from the course and from the school, without any possibility of appeal by the student and no form of reimbursement, partial or total of what has already been paid. 2.9 At the end of the period of study, students will receive an evaluation on the projects and the work they have completed. **The student’s behaviour, self-control and awareness** will be an important part of the evaluation. **Methods of evaluation**: Participation in class (or in the online interactive course) with attendance and soft skills (30%); Homework and Classwork assignment during the monthly examinations as specified by the school program (70%) **Grade**: The grade is determined by the attitude of the student toward his/her work, the desire to increase his/her own knowledge; how the student has matured as seen through a comparison of the work completed during the period of study. In order to receive the high level international certificate or diploma at the end of the courses, students must have attended at least 90% of the classes (lectures and laboratories) and has completed all tasks for each discipline (for example: 2d drawings, 3d drawings, renderings, essays, photos, project descriptions, final exam and others) following exactly the professors requests. We encourage an environment in which constructive complaints are valued and contribute to the positive experience of all who use its services. We have established an open, fair and accessible Complaint policy to encourage prompt resolution at the earliest possible stage. Any inquiries regarding complaints should be sent to studiumarch1@gmail.com.

Student's signature: Florence, Italy Date:/...../.....

