

APPLICATION FORM

PERSONAL DATA:

Surname _____ Name _____

Address: _____ no. _____

ZIP code _____ City/Town _____ Nation _____

Tel. _____ E-mail _____

2nd Tel. _____ 2nd E-mail _____

Place and date of birth: _____

Nationality: _____ Tax code (if applicable): _____

Educational qualification: _____

When and where: _____

Occupation (if applicable): _____

COURSE TYPE – Select one:

PERIOD – BATCH:

Professional Italian Chef in Italian Culinary Skills	
Professional Italian Pastry-Chef	

ACCOMMODATION:

Monday to Friday lunches are included in the course program.
(Saturdays and Sundays meals are not included.)

PRICE PER MONTH	PERIOD - BATCH
Single room, including breakfast and dinner from Monday to Friday – EURO 1000.00	
Shared Twin-bed room, including breakfast and dinner from Monday to Friday – EURO 733.00 per person	
Individual Personal/Shared apartment (outside the Academy – a list can be obtained through the admission office)	

Date ____ / ____ / _____

Signature for acceptance _____

ACADEMIC RULES AND REGULATIONS

Academic rules and regulations represent the school statute fulfillment: it shall claim modalities, space and time schedule regarding students action; it shall establish the rules which guarantee the respect of all parts' rights and duties.

Therefore it claims

A shared regulations acceptance represents for all the parts:

- acceptance of responsibilities;
- role awareness;
- personal contribution to enhance the participation in the formation process.

The Etoile Academy is an education location in a broad sense, where students' learning process, knowledge acquisition and develop of critical conscience are facilitated by the training agreement; through this, goals of quality improvement, transparency, flexibility and collegiality shall be realized.

Students possess the right to be informed in a regular and prompt form about the rules and the decisions which regulate Academy daily life, particularly about organizational decisions, teaching schedule, evaluation criteria, teaching materials and everything it may concern or have direct consequences on students' educational careers.

CONTRACT GENERAL CONDITIONS

In order to accomplish a proper educational result and to contribute to Campus Etoile Academy suitable operation, students shall abide by the following contract's clauses/articles.

ARTICLE 1

1. Students shall attend everyday lectures, Monday to Friday; lectures are scheduled from the hours 8:30/9:30 – 17:30/18:00 and lunch break 13:00 – 14:30.
2. Students shall enter the classrooms and the laboratories on time, carrying everything they may need in order to regularly attend a lecture, i.e. pamphlets, lectures notes, notebooks, stationery, full uniform (including cook hat, knife set, etc.).
3. During the lectures and the training activities, it is forbidden to use any kind of electronic device, if not didactic. Those shall always be kept in switched off mode, if not authorized by the respective teacher.

It is also reminded that student's attention to these rules will be part of the student's final evaluation by the teachers.

ARTICLE 2

1. It is recommended to regularly carry out studying duties, maintaining a proper and cooperative behavior toward the Dean, Teachers, Administrative Staff, Guest Chefs, Guest/Visitors, non-teaching members and other fellow students.
2. Students shall abide by organizational and security disposition as per designed regulation; particularly, students shall not remain for long time in the reception hall; shall use tools, machineries and education materials provided by the Academy in a proper way and shall not damage the Campus Etoile Academy by any means (having a good behavior toward the people and the furniture/furnishing).

Date ____ / ____ / _____

Signature for acceptance _____

ARTICLE 3

1. Campus Etoile Academy reserves the right on the recipes and the recipe books, which is strictly forbidden to be used for publication, magazines, for other schools and other similar or competitor activities.
2. All the teaching material, photographs taken during the course, recipes books and single recipes are Campus Etoile Academy properties. The possibility of using this material and prepare these recipes is allowed by Campus Etoile Academy only to regularly enrolled students and only for Campus Etoile Academy activities.

ARTICLE 4

1. During the practical activities, students shall wear required clothing and abide by the following dispositions:
 - Chef uniform shall always be complete and in order;
 - Hair shall always be clean and in order (accurately gathered if necessary);
 - Beard shall always be shaved and neat;
 - When inside the cooking classroom, students and staff shall always wear hats;
 - Hands shall be extremely clean and neat, nails short and without polish;
 - Strong make-up, earrings, piercings, rings, bracelets, necklaces and every other kind of object judged inadequate for the lessons by the teachers are strictly forbidden.
2. A polite behavior, choosing a proper clothing and a deep self-hygiene represent basic elements for all the different kind of jobs Campus Etoile Academy students are trained for.
3. During the 12 weeks course at the Academy, every student will receive a full set of 3 aprons and 2 cook hats and to be returned back at the end of the course. If not, the student will be liable to pay back a fee of € 25.00 for each apron and € 15.00 for each cook hat.

ARTICLE 5

INTERNSHIP: CONTRATTUAL CLAUSES ACCEPTANCE

1. As per the program, Campus Etoile Academy assures only one practical internship (and one only) of 12 to 20 weeks for each participant.
2. Any request of changing the internship destination for personal reasons or the internship desertion by the participant (without prior consent of the Academy) will not guarantee another internship placement by the Campus Etoile Academy.
3. The minimum duration of the internship, in order to be admitted to the final exam, is approximately 480 hours.
4. As per the Italian Labor Law, the practical internships are not paid, as normally the Restaurant/Hotel will provide a complimentary accommodation to the student, which itself has its own value. Campus Etoile Academy has no control/responsibility about this matter and if the location of the provided accommodation is not judged suitable by the students for their standards, students are free to search and pay directly for an alternative accommodation by their own will.

Date ____ / ____ / _____

Signature for acceptance _____

Information concerning the processing of personal non sensitive data (according to D. Lgs. 196/2003)

Dear Student/Candidate,

in accordance with article 13 of personal data code (D. Lgs. 196/03) we provide the information concerning the processing of your personal non sensitive data you provided during the enrollment at Campus Etoile Academy courses or gathered during the purchase of Campus Etoile Academy materials, including subscription's data.

1) Personal non sensitive data, provided by you, will be used for the following purposes: a) clearance certifications, b) requested services supply (courses attendance, material purchase, subscription), c) particular promotion transmission, culinary training related only, d) complaint and controversy management, e) frauds or other illegal activities prevention and repression.

The customer shall confer his/her non sensitive data in order to give Campus Etoile Academy the possibility to provide the requested services. These services will not be guaranteed if partial or inaccurate data are conferred.

2) Besides the previous purposes, personal non sensitive data, provided by you, might be used directly or indirectly by third parties, if duly appointed by Campus Etoile Academy

- also by using one or more telecommunication systems (i.e. e-mail, telephone, automatized calling systems)

- also for purposes non strictly related to requested services supply, such as: a) promotional initiatives regarding Campus Etoile Academy or third parties products, b) promotion or informative material transmission using couriers, Poste Italiane, SMS, e-mail, telephone and the like, c) job placement and selling activities using different selling channels, d) interactive commercial communications, e) customers satisfaction feedback survey regarding provided services quality, f) promotional initiatives about third parties products and/or services, g) statistical and market survey.

For this second case, providing your data is elective; if denied, Campus Etoile Academy will use your data only for the purposes in point 1.

Considering the nature of the data provided, and being non sensitive, written consensus is not compulsory. Data controllers and/or data processors will receive apt operative instructions in order to guarantee data confidentiality and security.

Data controllers are "Etoile Culinary Campus Srl" and "Boscolo Etoile Academy Srl".

Data processors for "Etoile Culinary Campus Srl" is Mrs. Emanuela Porfiri and for "Boscolo Etoile Academy Srl" is Mr. Rosanno Boscolo Sesillo, both domiciled for this charge in Largo della Pace, 1 - 01017 Tuscania (VT) Italy.

According to D.Lgs 196/2003 art. 7, you can ask for more information about your personal data treatment writing an e-mail to info@campusettoile.com.

IMAGE RIGHTS

Providing the consensus signing this document, you legally authorize "Etoile Culinary Campus Srl" and "Boscolo Etoile Academy Srl" to use and publish your own image, through pictures and videos took during Campus Etoile Academy activities. These images and videos will be freely used by Campus Etoile Academy for all its public activities, without warning the person in them, including all the press office activities (i.e. sending photos to newspapers and/or magazines), Campus Etoile Academy websites, blog, social networks activities (i.e. Facebook, Instagram) and its partners channels/profiles/pages. It will not authorized any used which could compromise personal dignity and decorum.

RECEIPT AND CONSENSUS

I the undersigned, _____, have received the information concerning the processing of my personal data, according to D. Lgs. 196/2003 art. 13 of 6/30/2003, regarding the new "Codice in materia di protezione dei dati personali" (that is "Personal data protection code"), allow its treatment.

Date ___ / ___ / _____ Signature for acceptance _____

I also agree to use my data and receive communications as per point 2.

I agree I do not agree

Date ___ / ___ / _____ Signature for acceptance _____

I specifically approve the articles 1.1, 1.2, 1.3, 2.1, 2.2, 3.1, 3.2, 4.1, 4.2, 4.3, 5.1, 5.2, 5.3, 5.4 of the contract general conditions.

I declare to have received a copy of this contract completed in all its parts.

Date ___ / ___ / _____ Signature for acceptance _____

IMPORTANT!

THIS CONTRACT SHALL BE DULY SIGNED AND RETURNED BY MAIL, FAX OR E-MAIL TO CAMPUS ETOILE ACADEMY