

Study Abroad

# Information & Conditions

Academic year 2022–2023

Updated 2022/01/13

→ It is indispensable to read the information that is detailed below before completing the online application.

# Carry out the process with time

According to the academic profile of the candidate the election of the subjects will be as it follows:

## A. Students without previous training in Design:

- + Will have to enrol in the 3 compulsory subjects\*
- + Will be able to enrol up to 2 additional elective subject\*\*

## B. Students with previous training in Design

- + Will have to enrol in a minimum of 3 and a maximum of 5 subjects to choose from any of the 10 available subjects.

### SUBJECTS

#### \*Compulsory:

- + Design Contexts. Culture, History, Art and Architecture
- + Advanced Principles in Design
- + Digital Representation Principles

#### \*\*Electives:

- + Retail Design and Visual Merchandising
- + Design for Packaging
- + Typography and Graphic Design
- + Furniture and Product Design
- + Food Design
- + Interior Spaces
- + Motion Graphics and Visual Communication

# Pre-enrolment application

Complete the online application form with all your personal information as it appears in your passport and all the contact data (Usual residence address, telephone numbers, etc.).

## ATTACH:

- + Curriculum Vitae (in English, maximum 2 pages A4/Letter, PDF format)
- + Academic Record (PDF format)
- + Expectations letter (in English, maximum 1 page A4/Letter, in PDF format)
- + Scanner of the valid passport (PDF format)
- + Book / Portfolio (maximum 4 pages A4/Letter, PDF format. Cannot exceed 2MB)

\*Only the students with previous training in Design (Track B) will be required to deliver a book/portfolio.

Make a down-payment of € 450.00 which will be deducted from the total price of the course. This down-payment will only be refunded if the student is not accepted by Elisava, their Visa is denied or force majeure reasons (documented).

After completing the pre-enrolment application, the system will generate a user name and a password, with them you must follow up on the application through our website; they will also be received through your e-mail account. If you do not receive them, you must write to: [admissions@elisava.net](mailto:admissions@elisava.net).

\*Use the agent email in the application, different from the “hotmail” one, otherwise we will not be able to confirm you the application. Use always the same address registered in your pre-enrolment to contact with [admissions@elisava.net](mailto:admissions@elisava.net)

## Pre-enrolment deadlines

### Course starting in September 2022

You must complete the enrolment application before July, 3th 2022. Places are limited, so please complete the process with enough time in advance.

### Course starting in January 2023

You must complete the enrolment application before October, 16th 2022. Places are limited, so please complete the process with enough time in advance.

# Admission

The selection and admission procedure for the course will be based on the evaluation of the documents sent. If the candidate has sent all the requested documents, she/he will be informed of the result of his candidacy no later than 15 days.

# Payments and refunds payment

## REFUND ON THE DOWN-PAYMENT

The fee will only be refunded in the following cases:

1. The pre-enrolled person is not accepted on the course for academic reasons.
2. The pre-enrolled person needs a student visa but it was denied by the relevant authorities (the bank transfer expenses are charged to the applicant).
3. The pre-enrolled person needs a grant to pay for the enrolment but was not awarded one (the bank transfer expenses are charged to the applicant).
4. The course is cancelled by Elisava.

\*Cases 2 and 3 above will require the submission of supporting documentation.

## REGISTRATION PAYMENT

Once you have been admitted, the registration payment will be requested, which will have to be made within 15 calendar days, according to the number of subjects:

- + Study Abroad Elisava – 3 Subjects: € 450 + € 3,000 (Total € 3,450)
- + Study Abroad Elisava – 4 Subjects: € 450 + € 4,150 (Total € 4,600)
- + Study Abroad Elisava – 5 Subjects: € 450 + € 5,300 (Total € 5.750)
- + Spanish Lessons – 6 ECTS: € 575

Only the student who have paid the full amount are confirmed in the programme.

## REGISTRATION REFUND

The registration costs will be refunded just in the following cases:

- + If the admitted person to the course needs a student visa and it is refused by the competent authorities (the bank transfer expenses will be charged to the student).
- + If the admitted person to the course requires a grant or a credit to carry out the payment of the enrolment and it has not been given to him/her (the bank transfer expenses will be charged to the student).
- + If the course is cancelled by Elisava.
- + If the admitted person decides not to take the course, and notifies his/her decision one month before starting the course 85% of the quantity will be refunded to the student. Cancellations after one full month before the starting date of the programme will not be entitled to a refund. However, the amount of money can be used to register for another course at Elisava.

# Beginning of the course

The student who have a confirmed place must attend the course from the first day of classes, if the student arrives late will affect the calculation of the course attendance (minimum attendance must be 80%).

\*Elisava reserves the possibility of making changes to the programme and the right to suspend the course two weeks before of the start, if the minimum number of participants is not reached, without any obligation other than refunding the amounts paid by each participant.

- You must have a good knowledge of the language in which the course is taught; you must be able to understand, speak, read and write, as it is essential to make the most of the course.
- You must submit the exercises, projects and exams required as well as attend 80% of the classes in order to successfully complete the course. Absences due to work are not justifiable.
- Foreign Students from Non-EU Countries: Student visas are authorized or denied by a commission of the Spanish Ministry of Foreign Affairs. It is up to the student to find out the requirements and periods for obtaining a student visa from the Spanish consulates and to lodge the application in due form and time.
- Elisava in anticipation generates admissions early enough, such as described herein.