

DA :: Domus Academy

2016/17

PRE-MASTER'S PROGRAM

www.domusacademy.com

PREPARE FOR YOUR FUTURE

Program type: **FULL-TIME**

Duration: **15 WEEKS**

Hours/week: **20**

Intake: **MARCH AND SEPTEMBER**

Location: **DOMUS ACADEMY
IN MILAN, ITALY**

Language of instruction
and assessment: **ENGLISH**

You are looking ahead with excitement to a rewarding and creative career in design. Your next big step is earning your master's degree at the renowned design school Domus Academy or our sister school, NABA Nuova Accademia di Belle Arti Milano.

Before you apply, you can take this opportunity to strengthen your background in design. You can expand your knowledge of the design world, improve your technical skills and build a consistent portfolio of projects.

The **Domus Academy Pre-Master's Program** is a four-month intensive postgraduate course aimed to increase your preparation in order to enter a Master's program at Domus Academy or NABA. You can choose between **12 master's programs at Domus Academy and 8 postgraduate programs at NABA** in the broad areas of arts, design, fashion, and branding/communication.

Created for graduates who have at least three years of university-level study, the Pre-Master's Program will give you **the foundational understanding of design** that is required for entry into the Domus Academy and NABA master's-level programs. It will also give you the valuable opportunity to **construct a consistent portfolio** under the guidance of mentors who are experts in the field.

WHAT YOU WILL LEARN

In the Pre-Master's Program, you'll develop:

- Your knowledge of broad design domains and your practical skills within each of these domains.
- A first understanding of the range of themes and processes relevant to a specialized area of study.
- A consistent portfolio in your area of interest, following the guidelines for entrance to the Domus Academy and NABA master's-level programs.
- The technical skills and organizational abilities you need for master's-level learning, acquired through labs and project activities.
- A variety of techniques and tools to better communicate and present your design ideas.

HOW YOU WILL LEARN

Our faculty members teach according to Domus Academy's renowned "learning by designing" approach. Thematic lectures are supported by laboratory sessions, project activities, and visits to design studios. You will have the flexibility to focus on your own areas of interest while meeting overall course objectives.

WEEK *	1		2							
	PART 1 40 hrs									
	FUNDAMENTALS OF DESIGN THINKING									
WEEK *	3	4	5	6	7	8	9	10	11	12
	PART 2 200 hrs									
A	PRINCIPLES OF PROJECT ACTIVITY 32 hrs + 32 hrs									
	MODULE 1 The Italian Way of Design					MODULE 2 Branding by design				
B	TECHNICAL SKILLS / LABS 60 hrs + 60 hrs									
	LAB A Design of Presentation 36 hrs					LAB C Digital Modeling 40 hrs				
	LAB B Visualization tools 24 hrs					LAB D Draping and pattern making 40 hrs				
						LAB F Content and graphic editing 40 hrs				
						LAB E Moviemaking 20 hrs				
C	Cultural and Techniques Visits 8 hrs + 8 hrs									
WEEK *	13			14			15			
	PART 3 60 hrs									
A	PORTFOLIO COACHING 16 hrs									
B	PROJECT ACTIVITIES 32 hrs									
C	PROJECT MENTORSHIP 12 hrs									

* 20 HOURS A WEEK

PROGRAM STRUCTURE

PART 1 Fundamentals 2 weeks, 40 hrs

The Pre-Master's Program begins with a comprehensive introduction to critical themes of contemporary design, including sustainability, innovation, and social design. Students examine the cultural, political, sociological, economic, and technological impacts of key design trends.

Lectures encompass case histories of design challenges and solutions, supported by in-class discussions that examine and extend the issues raised.

Students will have the chance to attend presentations by designers, artists, critics, and academics.

PART 2A Principles 10 weeks, 64 hrs

This part provides students with a comprehensive introduction to contemporary design processes, explored within cultural and historical frameworks as well as a global context.

Each of these modules includes key lectures and project assignments that give students a working knowledge of the core subjects. Students may complete assignments according to their specific area of interest.

➔ MODULE 1 - THE ITALIAN WAY OF DESIGN (32 hrs)

The Italian Way of Design module focuses on the the Domus Academy design approach and method based on "learning by designing" statement. It also aimed at defining new objectives and areas of interest for designers, identifying consistent insights that can support successful project development.

➔ MODULE 2 - BRANDING BY DESIGN (32 hrs)

Design is, by definition, a branding tool. Global companies invest huge resources in this tool to lead the market with products of intrinsic, differentiating value. In this sense, products are often considered to be a natural extension of the brand and its values.

PART 2B Technical Skills/Labs 120 hrs

Students choose laboratories in which they practice basic techniques of visualizing, illustrating, modeling, and presenting a project. The labs include key lectures and assignments that give students a working knowledge of the core subjects.

➔ LAB A - DESIGN OF PRESENTATION

This lab aims at increasing student's knowledge on fundamental software based on techniques and approaches for communicating project ideas through a consistent and effective presentation.

➔ LAB B - VISUALIZATION TOOLS

This lab aims at increasing student's knowledge on fundamental software based on techniques and approaches for project visualization and communication.

➔ LAB C - DIGITAL MODELING

This lab aims at increasing student's knowledge on 3d modeling software in the domain of design.

➔ LAB D - DRAPING AND PATTERN MAKING

Students will learn tools and techniques of draping and fitting. They will also explore pattern cutting as the way to translate drawings into flat paper shapes, then into three-dimensional shapes.

➔ LAB E - CONTENT AND GRAPHIC EDITING

Students will learn the process of selecting and preparing written and visual media used to convey information. The editing process involves creative skills, human relations and a precise set of methods.

➔ LAB F - MOVIE MAKING

This lab aims at increasing student's knowledge on fundamental software based on video techniques for project visualization and communication.

PART 2C Visits 16 hrs

PART 3A Portfolio Coaching 16 hrs

A professional portfolio highlights your achievements and abilities and, most of all, is a tool for launching a successful career in design.

Portfolio Coaching supports students to develop a consistent portfolio of excellent work, as required for advancement to the master's level. Faculty members mentor students one-on-one, offering a deep and balanced evaluation of their concepts and skills.

PART 3B Project Activity 32 hrs

The Project Activity is an important milestone in the program. Students have the chance to select and integrate the knowledge gained during the course and apply it to a larger project within their area of interest.

They are expected to critically reflect on their own practices as well as that of their classmates, by locating their own work within the context of the field.

PART 3C Project Mentoring 12 hrs

The Project Mentoring is an important activity of the program. Students have the chance to be reviewed and assessed by each specific Master Course Program Leader in order to be informed about the knowledge gained during the masters courses of interest.

Intensive English Language Course

Are your English skills ready for learning at the master's level?

While attending the Pre-Master's Program, you can improve your English. You must score 4.0 or higher on the IELTS exam to begin the Intensive English course, which is 10 hrs/week in class/online for 3, 6, or 9 weeks. Each 3-week segment can improve your English by 0.5 IELTS points. You must score 5.0 for entry into Domus Academy and NABA Academic Master's programs and 5.5 for NABA Master of Arts programs.

*In just four months of study,
you'll be ready to enter a
master's program in design*

**BEGIN YOUR
FUTURE TODAY!**

For more information or to enroll
in the Pre-Master's Program:
pre-master@domusacademy.it

DA :: Domus Academy

Via C. Darwin 20, Milan | www.domusacademy.com

PRE-MASTER'S PROGRAM APPLICATION FORM

FALL 2016 - SPRING 2017

Applicant's contact details

(Please fill out in block capital letter and note that all the fields are mandatory)

Last Name

First Name

Gender Male Female

Birth date (dd/mm/yy)

Place of birth

City Country

Nationality

Postal Address

City Zip Code Country

Home phone number
Intl.code area code number

Mobile phone number
Intl.code area code number

Email address

Alternative email address

(Bachelor) Degree/ Academic Diploma information & University / College information

School name

Location

Date entered

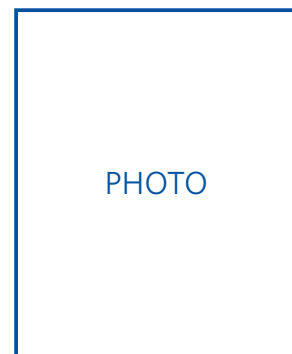
Date departed

Graduation date

Thesis title

Degree Qualification

(BA, BS, BC, ...)



High School information & Educational System information

High School name

Location

Date entered

Date departed

Educational System to which secondary school diploma belongs to (ex. IGCSE, IB, ABITUR,...)

(in case the diploma does not have a specific name, please specify the country where the diploma was issued)

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I require to be admitted to the **PRE - MASTER'S PROGRAM**

which will be held from

August 30, 2016 to December 20, 2016

April 4, 2017 to July 28, 2017

I am attaching the following documents:

- the present application form
- curriculum vitae/resume
- motivation statement
- portfolio of projects (warmly recommended for the Masters in Fashion Design, Fashion Styling, Product Design, Interaction Design, Interior Design, Visual Brand, Urban Vision)
- Copy of passport
- Certificate of English language: minimum entry level requirement IELTS 4.0 (*)
- Copy of Bachelor Degree/Academic diploma in English language
- Academic transcript of previous studies in English language
(listing subjects and exams, with corresponding number of hours/credits and short description of each subject's program)
- Receipt of application fee payment (100 EUR)

(*) While attending the Pre-Master's Program, you can improve your English. You must score 4.0 or higher on the IELTS exam to begin the Intensive English course, which is 3 modules of 3 weeks each for 3, 6, or 9 weeks. Each module is 30 hrs in classroom and 60 hrs online for 3, 6, or 9 weeks. Each 3-week segment can improve your English by 0.5 IELTS points. You must score 5.0 for entry into Domus Academy and NABA post graduate programs.

I am interested in taking the English Course offered by Domus Academy:

Yes No

In case you are not able to submit the requested English language certificate equal to IELTS 4.0 (because you will not have it by the course beginning or your certificate is older than 2 years), Domus Academy reserves the right to check it through an internal language test (via Skype) when necessary.

Please notice that the admission to the Pre-Master's program is conditional to the actual achievement of the requested level of English language. If your level proves to be too low to attend classes, you won't be able to participate in the program.

I am interested in applying to the following 1-year Academic Master Program / 2-year Master of Arts Degree Program after the successful completion of the Pre-Master's Program:



Academic Master in Fashion Design	
Academic Master in Fashion Management	
Academic Master in Fashion Styling & Visual Merchandising	
Academic Master in Product Design	
Academic Master in Interaction Design	
Academic Master in Interior & Living Design	
Academic Master in Visual Brand Design	
Academic Master in Luxury Brand Management	
Academic Master in Business Design	
Academic Master in Urban Vision & Architectural Design	

Master of Arts in Design - Specialization in Interior Design	
Master of Arts in Design - Specialization in Product Design	
Master of Arts in Fashion and Textile Design	
Master of Arts in Communication Design*	
Master of Arts in Visual Arts and Curatorial Studies *	
Academic Master in Photography and Visual Design*	
Academic Master in Creative Advertising	

* Programs run in Italian Language

I hereby declare that i have fully read, understood and accepted the information and conditions specified in Admission Terms & Conditions and General Conditions, and that this application is accurate and complete to the best of my knowledge.

INFORMATION IN ACCORDANCE WITH THE ITALIAN PERSONAL DATA PROTECTION ACT: LEGISLATIVE DECREE 196/03

Under the Legislative Decree 196/03, we hereby inform you that the processing of personal data will be based on the principles of correctness, lawfulness and transparency. The personal data provided will also be registered and electronically stored by NABA.

NABA adopts appropriate security, logical and physical procedures to ensure adequate data protection. Furthermore, the data may be communicated by means and procedures strictly necessary to fulfil the obligations related to the Academy's activity and in particular to:

- Fulfil the contractual and legal obligations towards the person concerned.
- Carry out the necessary formalities to undertake and to continue a relationship with the Academy.
- Handle the collection and payments arising from the contracts.
- Allow third parties to carry out technical and organizational tasks.

You have the right to know the origin and the use of your personal data in our possession. You also have the right to update, integrate, or cancel your data or you can have your data blocked or deny their processing; in this respect, you may contact the person in charge of processing your personal data: NABA - Via Darwin, 20 - 20143 Milan; email - privacy@naba.it

Date _____ Signature _____

Mail completed application form to:
C.A. International Admissions Office
NABA & Domus Academy
Via C. Darwin, 20 - 20143 Milano - Italy

Or email to:
admissions@domusacademy.it

PRE-MASTER'S PROGRAM

ADMISSION TERMS & CONDITIONS

Audience

Students willing to undertake a post-graduate level course (Academic Master Programs and Master of Arts Degree Programs) and looking at raising their level in order to fully match the entry requirements of the NABA and Domus Academy post graduate programs.

The program is created for graduates who have at least three years of university-level study. It will give candidates the foundational understanding of design that is required for entry into the Domus Academy and NABA master's level programs. It will also give the valuable opportunity to construct a professional portfolio under the guidance of mentors who are experts in the field.

Application deadline

The Pre-Master's Program has limited number of places. The places will be assigned on a first come-first accepted basis. The deadline for submitting an application is one month prior course beginning.

Admission requirements

Applicants wishing to enrol in the Pre-Master's Program shall meet the entry requirements outlined below:

- At least 15 years of previous education
- Holding a first level academic degree (Bachelor degree or academic diploma)
- Certificate of English language: minimum entry level requirement IELTS 4.0

If any of the above mentioned condition is not met, you will not be accepted into the Pre-Master's Program.

Admission to the Academic Master Programs and Master of Arts Degree Programs of both NABA and Domus Academy is conditional to meeting the specific admissions requirements of both typologies of postgraduate programs.

Admission procedure

The evaluation of an application is based on the positive assessment of the Course Leader and Admission Committee who will evaluate whether the degree and the technical skills corresponds to requirements.

Within 7 days from the application submission, the Admissions Office will inform the candidate about the acceptance and, in case of positive feedback, will send the official acceptance offer to the student. The admission will stay conditional until the language certificate is submitted to the school.

Continuation to Domus Academy and NABA Postgraduate Programs

Students who choose to continue their education in one of Domus Academy or NABA Postgraduate Courses will go through a final assessment. A positive assessment will guarantee the access in the chosen postgraduate program. The Faculty will in fact check the actual achievement of the learning outcomes.

Application Fee, Tuition fee and payment conditions

In order to apply and be considered for admission to the PRE-MASTER'S PROGRAM, candidates shall pay an application fee of 100 EUR.

The tuition fee for the PRE-MASTER'S PROGRAM is Euro 7.500 to be paid as follows:

Payment	Deadline	Description
3,000.00 EUR	within two weeks from the admission date	pre-enrolment fee
4,500.00 EUR	by course beginning	balance of tuition fee

Fees can be settled:

Pay by **Bank Transfer**

Account holder: NUOVA ACCADEMIA SRL, Via C. Darwin 20, 20143 Milano, Italy

Bank name and agency: Banco Popolare Società Cooperativa - Milano Ag 10 - Via Ariosto 1/A, 20145 Milano

International bank details: SWIFT code: BAPPIT22 IBAN code: IT36U0503401610000000000251

Reason for payment: Please clearly specify name of student/program chosen

Please note that all bank, credit card and third party charges have to be covered by the applicant.

Pay by **peerTransfer**

Domus Academy has partnered with peerTransfer in order to streamline the process of international payments.

peerTransfer allows you to pay securely from any country and any bank, generally in your home currency.

By making your payment with peerTransfer you can

-Track your payments from start to finish

-Save on bank fees anche exchange rates

-Contact their multilingual customer support team with any questions, day or night

To get started, click or go to: **domusacademy.peertransfer.com** to begin the payment process.

VISA & Legal Documents

A passport with a validity that exceeds intended stay by at least 3 months and a student visa are necessary upon departure and in order to be enrolled. All non EU citizens must obtain a student visa.

We will provide an enrolment certificate (upon payment of the pre-enrolment fee) in order for you to obtain a visa from your local Italian Consulate/Embassy. Please note that the visa application and issuing process may take a few weeks, so consider applying for a visa well in advance. Please note that applying for a visa in time is your responsibility. For specific information on Visas please refer to the website:

<http://www.esteri.it/MAE/IT/Ministero/Servizi/Italiani/Rappresentanze/>

GENERAL CONDITION

The General Condition here below apply to all programs delivered by DOMUS ACADEMY and awarded by Nuova Accademia Srl (NABA).

Art. 1) For signed contracts, contractual proposals of registration at distance, and for any contract negotiated outside the site of "Nuova Accademia" (NABA), is recognized to the student the right to withdraw from the contract without the risk of incurring in any extra expenditure and without the payment of any penalty, within fifteen working days from the conclusion of the contract. The student willing to withdraw shall send a written notification. It will be considered termination date, the date when the written notification will be received. The written notification shall be addressed to: Nuova Accademia Srl - Via C. Darwin 20, 20143 Milan (MI)

Art. 2) NABA will activate courses only if a minimum of participants will enrol. If a minimum of participants will not be achieved, the course will not take place. NABA will promptly communicate to the student if a course will be run or not. NABA will inform students at least 30 days prior the beginning of the course whether it will not be run. In such event, NABA will refund the students in the shortest possible term. NABA is exempted by any extra costs incurred by students (i.e. travel, food, accommodation...) for the enrolment and admission process.

Art. 3) NABA reserves the right (up to 30 days before beginning of program) to:

- Cancel a course
- Change a course
- Change location of classes

If a student withdraws up to 1 day before the beginning of the program, the student has the right to get a refund of the tuition fee. Refund is not available for the pre-enrollment fee.

However the student will be given the opportunity to defer his/her participation to a future intake of the Pre- Master's Program. This option is

valid only for a deferral to the first available Pre-Master's Program. The pre-enrollment fee will be deducted from the total fee.

Art. 4) Enrolment to a course, together with the payment of the required enrolment fee, creates a binding agreement to follow the course and to pay the full fees. NABA reserves the right (excepting what's stated on paragraphs 1-2-3) to dismiss or expel a student at any time for non-payment of fees or any other due amount, failure to meet the ongoing attendance requirement, late commencement of study and/or withdrawal from courses commenced under any circumstances (personal reason, health problem, family related problem...). No refunds will be granted to the student (including any prepaid fees or deposits) dismissed under this paragraph.

Fees will be refunded only if visa is rejected and the student sends a rejection declaration issued by the Italian Embassy or Consulate. The application fee is not refundable for any reason.

Art. 5) NABA reserves the right to use its discretion to determine number of courses and type of courses yearly set up for each program. NABA guarantees to enrolled students the minimum courses required to obtain the diploma as defined by MIUR (Ministry of Education, University and Research) or any other present normative.

Art. 6) Subjects may change for academic purposes or for Ministerial reasons related to the AFAM reform system (AFAM is the system of "Alta Formazione Artistica e Musicale", including all public and private Fine Arts and Music Academies recognized by the Ministry itself).

Art. 7) Classes will take place according to what is foreseen in the yearly academic calendar.

Art. 8) NABA guarantees to students access to educational areas for all the duration of classes as foreseen for the academic year, and

for the number of hours necessary to complete the program. Further access to didactic structures is subject to didactic scheduling needs and logistic availability.

Art. 9) NABA shall not be liable for any failure or delay in the performance, in whole or part, of any of our obligations arising from or attributable to acts, events, omissions or accidents beyond or reasonable control including, but not limited, to strikes, lockouts or other industrial disputes (involving our workforce or the workforce of any other party), act of god, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulations or direction, accident breakdown of plant or machinery, fire, flood, storm, pandemics, epidemics or other outbreaks of disease or infection in the public supply of electricity, heating, lighting, air conditioning or telecommunications equipment.

Art. 10) Each and every Intellectual Property Rights that will result from the creative and inventive activities related to the projects that will be carried out by individual students or groups of students, within an educational project, under the guidance of NABA 's teachers and / or directors, and any and all materials created, designed and carried out by students during the academic activity (i.e. essays, researches, sketches/drawings, models, presentations) will be exclusive property and ownership of NABA and will be for free and out righted remised to NABA. NABA will hold each and every right for taking advantage of the material and use it for economic purposes. Moreover, NABA will also have the right to use the material for any and all purposes such advertisements, promotion, internal policy, information, didactic research, educational projects etc... (These are not exhaustive examples). Consequently, NABA will hold each and every right to register the Intellectual Property Rights and copyrights in national, European and international registers, without prejudice to the student right to be recognized as author.

Milan, _____

Art. 11) Enrolment fee and tuition fee do not include photocopies, lecture notes, colour printings, materials to be used for all project workshops, computer rendering of the final thesis as well as participation in competitions and exhibitions.

Art. 12) Students are expected to conduct themselves at all times in a manner which demonstrates respect for NABA and its staff, fellow students / delegates and property. Breaches of the Student Code of Conduct can amount to gross misconduct, which may lead to expulsion from study (without refund) and refund for damage property.

Art. 13) NABA reserves the right to ask for reimbursement in case of damages caused by students to the Academy facilities.

Art. 14) The student is required to comply with the cleanliness of the premises of common use.

Art. 15) It is forbidden to bring dogs and other animals on NABA campus.

Art. 16) NABA is not responsible under any condition for any object lost or property left unattended in the Academy structures

Art. 17) Any controversy falls within the competence of the Milan legal court.

Please refer to art.13 of the Italian legislative decree 196/2003 for the personal data processing, in accordance with the terms of the current legislation. The applicant can contact NABA concerning the data processing procedures email - privacy@naba.it

(Student signature)

Following art. 1341 e 1342 c.c. I declare to have read and approved articles: 1, 2, 3, 4, 5, 9, 10, 13, 16, 17

(Student signature)

Administration Office Signature (Acceptance of the application form)