



three-year courses

Istituto Europeo di Design

**Admission**  
2009-2010



This is IED  
[www.ied.edu](http://www.ied.edu)

## How to apply

International student admission opens October 30<sup>th</sup> 2008 and closes October 15<sup>th</sup> 2009. Courses in São Paulo start on February 2009: admission closes January 30<sup>th</sup> 2009.

To apply students must follow IED application procedures:

### 1<sup>st</sup> step

- Complete the IED application form found on the back of this admission
- Pay the enrolment fee in order to guarantee school access and receive the enrolment certificate for visa procedures

Prepare the following documents:

- Copy of high school diploma or equivalent (translated in Italian, Spanish or English)
- Proof of language proficiency (one of the following):
  - submit a "language course certificate"
  - submit Italian/Spanish/English university diploma

- proof of competency through phone interview for bilingual students
- 4 passport photos
- Passport photocopy (1<sup>st</sup> and 2<sup>nd</sup> page)

### 2<sup>nd</sup> step

Mail the above-required original documents to the School of your choice.

### Portfolio

Portfolio is compulsory for transfer students (direct admission at 2<sup>nd</sup> and 3<sup>rd</sup> year) and for Transportation/car design first year students (about 10 transportation/car hand drawings). In all other cases, Portfolio is advisable for quicker admission and participation to competitions for scholarships.

## Transfer Students

(Direct Enrolment at the 2<sup>nd</sup> and 3<sup>rd</sup> year)

Students previously enrolled in an equivalent program, may apply for direct admission at the 2<sup>nd</sup> year or (in exceptional cases) the 3<sup>rd</sup> year.

**1<sup>st</sup> step:** to enter the 2nd and 3rd year the following items must be mailed to the chosen school in order to begin the admission process:

- Copy of your university/college diploma (if obtained)
- Transcript from your university/college previously attended (credits, amount of hours per subject, study programs)
- A portfolio of 15-20 examples of your projects (CD-ROM, preferred e-mail)
- A portfolio description sheet listing each piece by number, size and date of completion

**2<sup>nd</sup> step:** within two weeks from reception of portfolio students will be informed, by e-mail, regarding their acceptance.

**3<sup>rd</sup> step:** immediately upon receipt of acceptance into the 2<sup>nd</sup> or 3<sup>rd</sup> year, students need to submit payment without delay.

## Students Visa

The school, upon receipt of the enrolment payment, will send to the student, by express post, the "enrolment certificate". This certificate should be taken to the local Consulate to apply for a Student Visa.

## Starting date

Students attending the Italian language Prerequisite course (in Milan, Rome, Turin) begin in September. Students not attending Italian Language courses or attending courses in Spanish or English Language will begin in October. Courses in São Paulo begin in February.

**IED reserves the right to change any information contained herein without notice.**

## Student Information Office

Students will be assisted by our S.I.O. (Student Information Office) in choosing the course that better suits them. They will be provided with all useful information about accommodation, transportation, insurance, Visa, residence permit, banking, tuition payment procedure, housing, language courses, academic policies and regulations.

They will also be informed about any school event and educational planning. Student advising staff is available by appointment.

## IED International Affairs Office

Via A. Sciesa, 4 - 20135 Milan  
Ph. +39 02 55192963  
Fax +39 02 5468517  
e-mail: int.info@ied.it

## Language Preparation

Most of Three-Year courses are taught in local language (Italian in Milan, Rome Turin; Spanish in Madrid, Barcelona; Portuguese in São Paulo).

Are exceptions all the Three-Year and One Year courses taught in English language.

All international students must meet the IED language requirements and submit a "certificate of course completion" from a language school.

Those students who hold an Italian, Spanish, Portuguese or English College diploma can submit this diploma as confirm of language knowledge.

### IED Italian language entrance requirement

- Far-East students: 700 hours (in order to enter the Italian language prerequisite course)
- European and English speaking students: 320 hours
- Spanish and Portuguese speaking students: 160 hours
- All other foreign students: 320 hours

## Italian Language Prerequisite course

Immediately prior to entrance, international students enrolled in Three-Year courses in Italian language are required to attend the compulsory Italian language IED prerequisite course.

Spanish and Portuguese mother tongue students, may avoid the Italian language prerequisite course submitting a certificate from a language school testifying that they have attended 160 hours Italian language courses.

### IED Prerequisite Course Program

Students also attend a primary class, of Italian art and culture to achieve more advanced language skills and the ability to understand design subjects.

- Period A: Beginning September 2009 - End September 2009, for all participating students.
- Period B: October 2009 - April 2010, only for students not passing the examination at the end of Period A.

An entrance exam will be submitted to identify the student's language level. Students will be divided into groups according to their skills. Documents reporting a course schedule will be distributed.

## Italian Language Schools

For students wishing to start an Italian Language Course in Italy, before the beginning of the IED Prerequisite Course Program, we suggest to contact one of the following schools, with which IED has special partnerships

**In particular we suggest our students studying in Milan to contact:**

International House Milan  
Piazza Erculea 9 - 20122 Milan  
Ph. +39 02 86457408  
infomilano@ihmilano.it  
www.ihmilano.it

Linguadue Milan  
Corso Buenos Aires, 43  
20124 Milan  
Ph. +39 02 29519972  
info@linguadue.com  
www.linguaviva.it

**To our students studying in Rome to contact:**

Dilit International House Rome  
Via Marghera 22 - 00185 Rome  
Ph. +39 06 4462592  
info@dilit.it - www.dilit.it

**To our students studying in Turin to contact:**

directly our SIO office in IED Turin

## Accommodation

### Accommodation offices: improved and dedicated services for international students

We have the pleasure to inform that the IED seats with more international students: IED Milan and IED Barcelona, opened a dedicated office for accommodation aimed at giving direct and thorough assistance to all international students looking for the most suitable accommodation

**IED Milan Accommodation Office:**  
hospitality@ied.it  
ph. +39 02 55192963  
fax : +39 02 5468517

**IED Barcelona Accommodation Office:** hospitality@bcn.ied.es  
ph. +34 93 2385 889  
fax. +34 93 23 85 909

### General accommodation services in all other seats:

IED offers services to student seeking apartments or residence housing. IED suggests for students to live in Residences and later on to rent an apartment sharing it with IED students. Residential hotels include either single or double rooms with private bathroom, kitchenette, linens, towels and heating. The choice for permanent housing varies in Italy and Spain. Please see the below description for more details and general costs.

### Housing in Italy

#### Residence upon arrival

##### Double:

from 1000 euro on per person/per month.

##### Single:

from 1400 euro on per month.

### Permanent housing options

#### Shared flats:

from 600 euro on per person/per month (use of kitchen and bathroom).

#### Independent flats:

from 900 euro on per month.

### Women's Convent Residence

(only in Milan and Rome)

##### Single:

1000 euro per month. Includes: half board.

### IED Milan and IED Rome

#### Students' Residence

##### Share flat:

500 euro per month.

##### Independent flat:

1000 euro per month. Includes: private bathroom, heating, Internet connection, satellite connection equipped.

### Housing in Spain

#### Residence upon arrival

##### Double:

from 500 euro on per person/per month.

##### Single:

from 800 euro on per month.

## 2009/2010 Three-Year courses tuition fees

### Permanent housing options

#### Mixed Residence

##### Double:

from 350 euro on per person/per month.

##### Single:

from 450 euro on per month.

Includes: use of kitchen, shared Bathroom, room cleaning, Public telephone.

#### Studio Apartments:

800-1000 euro per month.

Includes: one room with bathroom, kitchenette, personal telephone, television. It is possible to rent monthly without a yearly contract.

The following charges have to be paid according to the IED payment procedures.

The first year tuition charge in Italy includes the fee for the Italian language prerequisite course.

We remind that the admission process will begin upon receiving the enrolment fee payment.

Payments should be made directly to the IED chosen location.

### Enrolment fee must be paid when applying in order to guarantee access, tuition fee must be paid before the beginning of the course.

Please use the appropriate seat bank information.

### Payment procedure by wire transfer

If a parent or a relative is transferring money for a student, please mark clearly on the transfer statement the name of the student.

Please send the bank transfer by fax to the accounting office.

### Payment procedure by credit card upon arrival in Italy or Spain

Upon arrival in Italy or Spain the student has the possibility to pay the tuition fee by credit card.

### Withdrawal and refund

The following refund is based on the entire amount for first year tuition payment. A refund will be made only when an official

withdrawal letter is received by the student information office within the following time schedule:

### Italian Language Prerequisite course students:

Due by August 22<sup>nd</sup> loss of the enrolment fee (1700 euro).  
Withdrawal due by September 2<sup>nd</sup>: loss of the enrolment fee amount plus the cost of the prerequisite course (1700 euro + 1300 euro).  
No refunds will be issued after these dates.

### Other students:

Due before September 23<sup>rd</sup>: loss of the enrolment fee.  
Due after September 23<sup>rd</sup>: loss of the total cost fee.  
No refunds will be issued after these dates.

### Refund of the enrolment fee

Enrolment fee will never be refunded except for Visa refusal (written official refusal).

## PRICES FOR THE FIRST YEAR

### Three-Year Courses in Local Language

(in Italian in Milan, Rome, Turin; in Spanish in Madrid, Barcelona; in Portuguese in São Paulo)

		Enrolment Fee	Tuition Fee	TOTAL FEES	Italian Prerequisite Course	Spanish Prerequisite Course
MILAN		1.700	6.400	<b>8.100 euro</b>	1.300	-
ROME		1.700	6.000	<b>7.700 euro</b>	1.300	-
TURIN						
MADRID		1.700	6.000	<b>7.700 euro</b>	-	900 euro
BARCELONA		1.700	6.000	<b>7.700 euro</b>		-
SÃO PAULO	Not Brazilian Students	3.000	18.600	<b>21.600 reais</b>	-	-

### Three-Year Courses in English Language

	Enrolment Fee	Tuition Fee	TOTAL FEES
MILAN			
ROME	2.200	6.500	<b>8.700 euro</b>
TURIN			
BARCELONA			

### One Year Multidisciplinary Design

	Enrolment Fee	Tuition Fee	TOTAL FEES
VENICE (in Italian)			
FLORENCE (in English)	2.200	6.500	<b>8.700 euro</b>
MADRID (in English)			
MADRID (in Spanish)	1.700	6.000	<b>7.700 euro</b>
BARCELONA (in Spanish)			

\* Both enrolment fee and tuition fee are to be paid every year

# Tuition payment procedure

Payment should be made directly to the chosen School.  
Please fill the space related to the condition of payment chosen.

## From abroad

by wire transfer

● **IED Design - Milan**

● **IED Arti Visive - Milan**  
Banca Popolare di Milano  
Agency 37 Milano  
IBAN CODE: IT 75 H 05584  
0163700000001680  
BIC (Swift): BPMIITM1037

● **IED Moda Lab - Milan**

Banca Popolare di Milano  
Agency 24 Milano  
IBAN CODE: IT 09 H 05584  
0162400000025052  
BIC (Swift): BPMIITM1024

● **IED Comunicazione - Milan**

Intesa San Paolo  
viale Bligny 52 Milano  
IBAN CODE: IT 71 N 030 6909  
5026 1530 1498997  
BIC (Swift): BCITITMM300

● **IED Moda Lab - Rome**

● **IED Design - Rome**  
● **IED Arti Visive - Rome**  
● **IED Comunicazione - Rome**  
Unicredit Banca  
Agency 6824 Roma Eur Ardigò  
IBAN CODE: IT 52 R 03226  
03200 000005485844  
BIC (Swift): UNCRIT2VRMJ

● **IED Moda Lab - Turin**

● **IED Design - Turin**  
● **IED Arti Visive - Turin**  
● **IED Comunicazione - Turin**  
Deutsche Bank  
Agency 1 Torino  
IBAN CODE: IT 73 P 03104 01000  
000000081434  
BIC (Swift): DEUTITMMTOR

● **IED Florence**

Unicredit Banca  
Agency 6824 Roma Eur Ardigò  
IBAN CODE: IT 52 R 03226  
03200 000005485844  
BIC (Swift): UNCRIT2VRMJ

● **IED Venice**

Banca Popolare di Milano  
Agency 37 Milano  
IBAN CODE: IT 75 H 05584  
0163700000001680  
BIC (Swift): BPMIITM1037

● **IED Moda Lab - Madrid**

● **IED Design - Madrid**  
● **IED Arti Visive - Madrid**  
● **IED Comunicazione - Madrid**  
Banco Popular Español  
Génova, 20  
28004 Madrid  
IBAN CODE:  
ES 65 0075 0322 81 0600446618  
SWIFT: POPUESMM

● **IED Moda Lab - Barcelona**

● **IED Design - Barcelona**  
● **IED Arti Visive - Barcelona**  
● **IED Comunicazione - Barcelona**  
La Caixa  
Torrent de l'Olla, 193-197  
08012 - Barcelona  
Istituto Europeo di Design España  
Account number:  
2100-0644-5202-0016-5597  
Swift/international code:  
CAIXESBBXXX  
IBAN CODE:  
ES372100-0644-5202-0016-5597

● **IED Moda Lab - São Paulo**

● **IED Design - São Paulo**  
● **IED Arti Visive - São Paulo**  
● **IED Comunicazione - São Paulo**  
Banco do Brasil S/A  
Titolare: Istituto Europeo di Design  
- Escola Ltda.  
Conto: 30.122-1  
Agencia: 0712-9 - Avenida Paulista,  
São Paulo - Brazil  
IBAN CODE: 001071290000301221  
BIC (Swift): BRASBRJOCO  
CADENP: Brasil 39371

## Payment by Credit Card

American Express  Visa  Mastercard  Eurocard  Diners

Please charge the following amount: euro ..... Name of the student .....

Card Number ..... Expiry Date .....

Name of card holder ..... Signature .....

## Seats Addresses

MILAN	ROME	TURIN	FLORENCE	MADRID	SÃO PAULO
<b>IED MODA LAB</b> VIA POMPEO LEONI, 3 20141 MILAN - ITALY Tel. +39 02 583361 Fax +39 02 5833660 info.modalab@milano.ied.it	<b>IED DESIGN</b> <b>IED ARTI VISIVE</b> VIA ALCAMO, 11 00182 ROME - ITALY Tel. +39 06 7024025 Fax +39 06 7024041 info@roma.ied.it	<b>IED MODA LAB</b> <b>IED DESIGN</b> <b>IED ARTI VISIVE</b> <b>IED COMUNICAZIONE</b> VIA SAN QUINTINO, 39 10121 TURIN - ITALY Tel. +39 011 541111 Fax +39 011 5170167 info@torino.ied.it	CASA DELLA CREATIVITÀ VICOLO SANTA MARIA MAGGIORE 1 50123 FIRENZE - ITALY Ph. +39 055 2645 685 Fax +39 055 26 76 311 infoflorence@ied.edu	<b>IED MODA LAB</b> <b>IED DESIGN</b> <b>IED ARTI VISIVE</b> <b>IED COMUNICAZIONE</b> PALACIO DE ALTAMIRA CALLE DE LA FLOR ALTA, 8 28004 MADRID - SPAIN Info Tel. +34 91 4480 444 Fax +34 91 4480122 info@madrid.ied.es	<b>IED MODA LAB</b> <b>IED DESIGN</b> <b>IED ARTI VISIVE</b> <b>IED COMUNICAZIONE</b> RUA MARANHÃO, 617 01240-001 - SÃO PAULO - BRAZIL Tel/Fax: +55 11 3660-8000 info@iedbrasil.com.br
<b>IED DESIGN</b> <b>IED ARTI VISIVE</b> VIA AMATORE SCIESA, 4 20135 MILAN - ITALY Tel. +39 02 5796951 Fax +39 02 54101493 info@milano.ied.it	<b>IED MODA LAB</b> <b>IED COMUNICAZIONE</b> VIA GIOVANNI BRANCA, 122 00153 ROME - ITALY Tel. +39 06 5717651 Fax +39 06 57305476 info.modalab@roma.ied.it info.com@roma.ied.it		<b>VENICE</b> ISOLA DELLA CERTOSA VENEZIA - ITALY Ph. +39 041 277 11 64 Fax +39 041 2770825 info.venice@ied.it	<b>BARCELONA</b> <b>IED MODA LAB</b> <b>IED DESIGN</b> <b>IED ARTI VISIVE</b> <b>IED COMUNICAZIONE</b> TORRENT DE L'OLLA, 208 08012 BARCELONA - SPAIN Tel. +34 93 2385889 Fax +34 93 2385909 info@bcn.ied.es	

## Personal Information (please write clearly and in capital letters)

Surname ..... Given name .....  Male  Female

Nationality ..... Date of Birth ..... Place of Birth .....

Street ..... City ..... Country .....

Ph. home ..... Mobile phone .....

e-mail .....

You finished your studies at:  High School  College  University

## Knowledge of language of tuition

beginner  intermediate  advanced  mother tongue Specify language of tuition .....

**(Only for courses in Italian language)**  I attach proof of good knowledge of the Italian language and ask to avoid the Italian language course.

I am applying as a:  1<sup>st</sup> year student  transfer student (2<sup>nd</sup> year)  transfer student (3<sup>rd</sup> year)

I am applying for the following school and program (please cross the selected course):

## Three-Year Courses in Local Language (in Italian in Milan, Rome, Turin; in Spanish in Madrid, Barcelona; in Portuguese in São Paulo)

<p><b>MILAN</b></p> <p><b>IED Moda Lab</b></p> <input type="checkbox"/> Fashion Design <input type="checkbox"/> Fashion Accessories and Shoe Design <input type="checkbox"/> Jewellery Design <input type="checkbox"/> Fashion Marketing <input type="checkbox"/> Fashion Communication <input type="checkbox"/> Print and Textile Design <input type="checkbox"/> Urbanwear Design <input type="checkbox"/> Fashion Stylist <p><b>IED Design</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Product Design <input type="checkbox"/> Set Design <p><b>IED Arti Visive</b></p> <input type="checkbox"/> Graphic Design <input type="checkbox"/> Media Design <input type="checkbox"/> Illustration and Animation <input type="checkbox"/> C.G. Animation <input type="checkbox"/> Photography <input type="checkbox"/> Sound Design <input type="checkbox"/> Video Design <p><b>IED Comunicazione</b></p> <input type="checkbox"/> Marketing and Business Communication <input type="checkbox"/> P.R. and Event Management <input type="checkbox"/> Advertising - Art Direction <input type="checkbox"/> Advertising - Copywriting	<p><b>ROME</b></p> <p><b>IED Moda Lab</b></p> <input type="checkbox"/> Fashion Design <input type="checkbox"/> Jewellery Design <input type="checkbox"/> Fashion Accessories and Shoe Design <input type="checkbox"/> Fashion Communication <input type="checkbox"/> Fashion Photography <input type="checkbox"/> Fashion Editor <p><b>IED Design</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Product Design <input type="checkbox"/> Set Design <p><b>IED Arti Visive</b></p> <input type="checkbox"/> Graphic Design <input type="checkbox"/> Digital and Virtual Design <input type="checkbox"/> Illustration and Animation <input type="checkbox"/> Photography <input type="checkbox"/> Video Design <input type="checkbox"/> Sound Design <p><b>IED Comunicazione</b></p> <input type="checkbox"/> Marketing and Business Communication <input type="checkbox"/> Event Design and Management <input type="checkbox"/> Advertising	<p><b>TURIN</b></p> <p><b>IED Moda Lab</b></p> <input type="checkbox"/> Fashion and Textile Design <input type="checkbox"/> Jewellery and Accessories Design <p><b>IED Design</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Industrial Design <input type="checkbox"/> Transportation/Car Design <input type="checkbox"/> BYT - Bike, Yacht and Train Design <p><b>IED Arti Visive</b></p> <input type="checkbox"/> Graphic Design <input type="checkbox"/> Digital and Virtual Design <input type="checkbox"/> Illustration <input type="checkbox"/> Photography <input type="checkbox"/> Video Design <p><b>IED Comunicazione</b></p> <input type="checkbox"/> Marketing and Business Communication <input type="checkbox"/> Advertising	<p><b>MADRID</b></p> <p><b>IED Moda Lab</b></p> <input type="checkbox"/> Fashion Design <input type="checkbox"/> Fashion Accessories Design <input type="checkbox"/> Textile Design <input type="checkbox"/> Fashion Stylist <input type="checkbox"/> Creative Management in Fashion <p><b>IED Design</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Product Design <p><b>IED Arti Visive</b></p> <input type="checkbox"/> Graphic Design <input type="checkbox"/> Digital Design <input type="checkbox"/> Virtual Design <p><b>IED Comunicazione</b></p> <input type="checkbox"/> Marketing and Business Communication <input type="checkbox"/> Advertising	<p><b>BARCELONA</b></p> <p><b>IED Moda Lab</b></p> <input type="checkbox"/> Fashion Design <input type="checkbox"/> Fashion Marketing and Communication <input type="checkbox"/> Fashion Accessories and Shoe Design <p><b>IED Design</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Product Design <input type="checkbox"/> Transportation Design <p><b>IED Arti Visive</b></p> <input type="checkbox"/> Graphic Design <input type="checkbox"/> Media Design <input type="checkbox"/> Illustration and Animation <p><b>IED Comunicazione</b></p> <input type="checkbox"/> Event Design and Management <p><b>SÃO PAULO</b></p> <p><b>IED Moda Lab</b></p> <input type="checkbox"/> Fashion Design <input type="checkbox"/> Jewellery and Accessories Design <p><b>IED Design</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Industrial Design <p><b>IED Arti Visive</b></p> <input type="checkbox"/> Graphic Design <input type="checkbox"/> Digital and Virtual Design
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## Three-Year Courses in English Language

All first and second years will be taught in English, except for IED Barcelona (all Three-Years in English) and IED Turin (only first year in English).

<p><b>MILAN</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Product Design <input type="checkbox"/> Graphic Design	<p><b>MILAN - Fashion School</b></p> <input type="checkbox"/> Fashion Design <input type="checkbox"/> Fashion Stylist <input type="checkbox"/> Fashion Marketing	<p><b>ROME</b></p> <input type="checkbox"/> Interior Design <input type="checkbox"/> Fashion Communication <input type="checkbox"/> Fashion Photography <input type="checkbox"/> Fashion Editor	<p><b>TURIN</b></p> <input type="checkbox"/> Transportation/Car Design <input type="checkbox"/> BYT - Bike, Yacht and Train Design	<p><b>BARCELONA</b></p> <input type="checkbox"/> Advertising <input type="checkbox"/> Interior Design <input type="checkbox"/> Fashion Marketing and Communication <input type="checkbox"/> Fashion Design <input type="checkbox"/> Marketing and Business Communication <input type="checkbox"/> Video Design
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## One Year Multidisciplinary Design

(First Year of General Design giving the possibility of being accepted at every second year of IED Three-Year Courses)

FLORENCE (in English): "Global Design"  BARCELONA (in Spanish): "Global Design"  VENICE (in Italian): "Design Experience"

MADRID (in English): "Total Design"  MADRID (in Spanish): "Total Design"

Please mail this form and all following documents to the School of destination (see IED Seats addresses):

- Application form
- copy of fee wire transfer
- copy of diploma
- passport photocopy

I have read this admission and I agree with the general conditions:

Date ..... Signature .....

I was informed about this course by: (compulsory)

# General practical information

Upon arrival students may contact the Student information office (International Student Desk) to check the exact date of the Orientation Day.

## VISA

All foreign students coming from non-EU countries must obtain the visa from the **Italian/Spanish Consulate** or from one of the diplomatic representatives in their countries. Documents necessary to obtain the visa:

1. visa application form (available on the web site [www.esteri.it](http://www.esteri.it))
2. recent passport-style photo
3. passport or travel document valid for at least three months after visa expiry date
4. proof of enrolment or pre-enrolment in course of study, indicating number of hours daily study and duration of the course (please give two original copies of this certificate and ask to receive one certificate back with the stamp from the Embassy)
5. documentation of educational history in Country of Origin (according to the consulate/embassy)
6. proof of available means of support for the stay in Italy
7. declaration of the availability in Italy of appropriate lodgings as well as funds necessary for repatriation, possibly to be demonstrated in the form of a return airline ticket
8. insurance coverage for medical treatment and/or hospitalisation

**The student will be given two original copies of the IED certificate of enrolment which must be stamped by the embassy/consulate.**

**The Embassy/Consulate must put its stamp on the IED certificate of enrolment and give one copy back to the applicant.**

**This certificate with the stamp (or a copy of it) is necessary to obtain the permit to stay in Italy.**

Useful links:  
[www.esteri.it](http://www.esteri.it)  
[www.italyemb.org](http://www.italyemb.org)

## RESIDENCE PERMIT FOR FOREIGN STUDENTS IN ITALY

### • EU-students

All EU students staying in Italy for a period longer than 3 months must apply for a certificate to the Register Office of the Municipality where students live.

1st step: Apply for the CERTIFICATE OF DOMICILE

Documents required:

- Passport or ID (original + 1 copy)
- Certificate of enrolment with the indication of the length of the course
- Proof of available means of support for the stay in Italy (no less than Euro 5.061,68)
- Insurance coverage valid for the period of the course

2nd step: Apply for the Registration at the Central Registration Office

After receiving the confirmation from the Municipality, students must go back to the Central Registration Office ("Ufficio Protocollo") and apply for the registration.

Passport or Identity Card are required.

### • Not EU-students

All foreign students who plan to study in Italy have to apply for a residence permit within 8 days from their arrival in Italy.

The procedure of the application and the validity of the permit vary from country to country.

Foreigners can now apply for and renew their permit of stay (permesso di soggiorno) at the Post Office and then track the progress of their application online at [www.portaleimmigrazione.it](http://www.portaleimmigrazione.it)

Please prepare the following documents:

1. Four passport photos
  2. Passport copy
  3. Original copy of the Certificate of enrolment from the Istituto Europeo di Design
  4. One health insurance policies to be able to benefit from the Health Care Service in Italy:
  5. Insurance policy from the homecountry with a declaration from the consulate about its validity in Italy, term and overview of the health service indicating no limitations on the cost of a duration of an urgent hospitalisation.
- Any other insurance that covers the same risk along with a declaration from the company/ corporation which indicates no limitations on the cost of the duration of an urgent hospitalisation.

## RESIDENCE PERMIT FOR FOREIGN STUDENTS IN SPAIN

All foreign students who plan to study in Spain have to apply for a residence permit (Tarjeta de Residencia).

The procedure of the application and the validity of the permit vary from country to country and also from the motivation of the release of the request.

### • EU-students

The EU-students receive a residence permit with validity of 5 years and with the possibility of renewal. Please notice that it is not in any way dependable on economic activities.

Please prepare the following documents:

1. Three passport photos
2. Passport photocopy
3. Original copy of the Certificate of enrolment from the Istituto Europeo di Design in original copy
4. Sickness and accidents insurance

### • Not EU-students

The residence permit, for reason of study, is valid from the beginning until the end of the course, usually no more than one year.

The permit is released by the local police station.

Please prepare the following documents:

1. Three passport photos
2. Passport along with two copies of the pages with the stamp released by the Spanish Embassy or Consulate of the student's home country and with the stamp of the arrival date in Spain from the customs office at the airport
3. Documents regarding the actual address in Spain: a lease contract or any other declaration.
4. Original copy of Certificate of enrolment from the Istituto Europeo di Design
5. Sickness and accidents insurance to be able to benefit from the Health Service in Spain.

## OTHER INFORMATION

### Opening a bank account

Students' residence permit plus additional documents are required by banks to open an account.

### Student budget

International Students should estimate the following budget to cover the general cost of living.

*Italy:*

euro 1200/1600 per month.

*Spain:*

euro 900/1100 per month

### Student profile

Average age: 20/28

Breakdown: 60% women, 40% men, 35/50% foreign students (varies from school to school).

### Student schedule

A typical school week involves 15/20 hours out of class work.

### Financial aid

International students may apply to their local government office.

### School Semester

- *First semester italian language pre-requisite students:* September 2009 - February 2010.
- *First semester regarding other international students:* October 2009 - February 2010.
- *Second semester:* February 2010 - July 2010.