Application Document
2025 -2026

Milan Fashion Campus
Via Giuseppe Broggi, 7- 20129 Milano
Ph. + 39 02.26822730 / Fax. 02.700445714
E-Mail: info@milanfashioncampus.eu

Introduction to Milan Fashion Campus

We are a vocational school specialised in short, rich, and intensive student training in the professional world of fashion. From beginner-level to advanced-level students, our school is focused on **one-on-one training** service following each student's characteristics, skills, and goals. Students will develop specific skills depending on the course chosen. At the end of the period of some courses that provide portfolio learning, students will prepare materials for their own portfolios. Also, students will receive the Certificate of Study issued by MFC as a private school after the completion of the course.

How is the Total Course Fee calculated?

Total Course Fee = Enrollment Fee* + Course Fee + Tax VAT 22 % + Administrative Fee**

* Enrollment fee: **€ 150**
** €100 fee, only applicable if an Enrollment Confirmation Letter is requested.
Please read more about the visa, refund, and cancellation policy on pages 11 & 12.

Course Schedules

- Course may **start on any Monday** except for Italian holidays (See School Calendar on pages 13 & 14)
- Courses are scheduled 4 days a week from Monday to Thursday.
- Morning: 9:30 am – 12:30 pm - Afternoon: 1:45 pm – 4:45 pm

Full-Time: 6 hours a day, morning *and* afternoon
Part-Time: 3 hours a day, morning or afternoon

❗ To receive the final certificate, there must be no more than 15% absences and only medical certifications are accepted as a valid justification for absences.
❗ For courses equal to or longer than 3 months, attendance is only required for obligatory scheduled sessions. To receive the final certificate, students must complete and have at least 85% of the exercises reviewed. Students can study at the school during regular hours and receive assistance from teachers or tutors by appointment.

Course Combination

It's possible to choose multiple courses and **compose your own program**.
1. Choose the courses that you would like to learn.
2. Choose the course durations.
3. Calculate the total durations and evaluate the date possibility using our School Calendar (pages 13 & 14), keeping in mind not to overlap the school's summer or winter closure.
4. Tick the box of all the chosen courses & their durations in one application Form.
5. Choose a Monday to start the course.
6. Fill-up the rest of the application form.

A set of multiple courses (course combination) will be counted as a unique program (one singular course). Once the total payment is made, there will only be one invoice released. Therefore, the refund and cancellation policy will also follow this approach. You can read more about these policies on page 12.

It is also possible to extend or add courses while doing one course, which desire can be communicated directly to the teachers during the course. Any particular request related to course composition or durations can be asked on the Special Request section on page 10.

Application Procedure:

STEP 1 <u>**Send application form with required documents**</u>

Send the following documents via email **to info@milanfashioncampus.eu :**

- Completed **application form with signature** (only submit page 3, page of the fashion course(s) you have selected (4,5,6,7, 8, or 9), page 10, page 13 signed)
- **Photocopy of Passport** (the page with picture)
- Resume with information about your past studies and work experiences (if there are)
- Photocopy of School Certificates (if there are)
- Letter of Consent from parents/guardians (only for minors/under 18 years old. Read more on the last page)

NOTE: There is no minimum requirement to join the course. The recommended level of English required to follow the classes is IELTS 5.5, but no certificate is required to join. This is only for reference.

STEP 2 <u>**Eligibility Confirmation**</u>

After we have received the application and have confirmed your eligibility and the chosen date availability, we will send you the information necessary for course fee payment.

STEP 3 <u>**Payment and Confirmation**</u>

FOR COURSES THAT LAST 1 MONTH (4 weeks) OR LESS
- Enrolment Fee + 100% Course Fee: must be paid 10 days after the application date*

FOR COURSES THAT LAST MORE THAN 1 MONTH (4 weeks)
- Enrolment Fee + 30% of Course Fee: must be paid 10 days after the application date*
- 70% Course Fee: must be paid 30 days before the course starting date*

* If the starting date of the class is within 30 days after the application date, both the enrolment fee and course fee must be paid right away (within 1-2 working days) after the application and availability is confirmed by the school. In any case, <u>all the payments</u> should be <u>completed before the first day, or the course can not be started</u>. If the payment deadline is not followed or communicated on time, the application can no longer be maintained, and the spot booked is no longer guaranteed.

<u>Please read page 11</u> to find out what the fee includes and other information regarding payment.

After your payment procedure, please send us an email to confirm your transaction with a photocopy of the bank transaction.

After we have confirmed your transaction, we will send you a confirmation email with :
- Official course participation letter (only by request)
- Invoice of completed bank transfer
- Information on materials needed for the course
- Information about Milan

STEP 4 <u>**Prepare your stay in Milan!**</u>

Dorm/accommodation is not provided by the school. To plan your accommodation, check the following web page for accommodation information close to our school: <u>ACCOMMODATION</u>

APPLICATION FORM

Please fill out all fields in capital letters.

Personal Details

Family name:	First Name:
Date of birth (D/M/Y):	Place of birth:
Nationality:	Sex: ☐ M ☐ F ☐ Other

Codice Fiscale *only if you are Italian
Partita IVA*only if you are Italian
Email:
Website:

1st Address

Street:	City:
Postcode:	Country:
Phone number:	Cell Phone number:

2nd Address

Street:	City:
Postcode:	Country:
Phone number:	Cell Phone number:

Education

Name of school:	From/ to:
City, Country:	Majored:

Work

Company:	From/ to:
City, Country:	Work position:

Skills

Languages:	Design: ☐ Beginner ☐ Intermediate ☐ Advanced
Photoshop: ☐ Beginner ☐ Intermediate ☐ Advanced	Illustrator: ☐ Beginner ☐ Intermediate ☐ Advanced

COURSE GENERAL OUTCOME

Learn the skills, live the experience
Do you love Italian fashion, style, and culture? Are you a fashion victim? A fashion enthusiast? Or do you just like to dress well? A unique fashion experience in the world's fashion capital!

1-2 Weeks	- Intensive very short-term course introducing you to the world of fashion. - Understanding the basics of how Adobe Photoshop works	Available in all courses
3-4 Weeks	- Intensive short-term course introducing you to the world of fashion, deeper exercise & work feedback - Intermediate skills developed in Adobe Photoshop	Available in all courses
2-4 Months	- Understanding the world of fashion creating your own taste - Intermediate to advanced skills developed in Adobe Photoshop and also Adobe Illustrator - Introduction to the professional world of fashion, visits to fashion exhibitions, and experience Milan Fashion Week when in season - Creation of a brief portfolio	Available for the following courses: Womenswear Design, Menswear Design, Lingerie/Swimwear Design, Wedding/Bridal Design, Accessories Design, Master Courses, Fashion Foundation Course
6 Months	- Thoroughly understanding the world of fashion with a developed sense of taste - Advanced skills developed in Adobe Photoshop and Adobe Illustrator - Understanding the professional world of fashion, visits to fashion exhibitions and experiencing Milan Fashion Week - Creation of a complete portfolio	***Personalized Course Plan*** (One-on-one Course, Planning your program with a teacher to suit your goal or need)

PLEASE LEAVE A TICK ✓ or CROSS X
ON THE COURSE(S) YOU WOULD LIKE TO ENROLL ON

NEW INTENSIVE WORKSHOPS

Course name	Duration	Price
AI Fashion Workshop Fashion Design using Artificial Intelligence	4 days	☐ 1.700 € (24h)
Start & Launch your Fashion Brand	3 days	☐ 1.890€ (18h)

FASHION MASTER COURSE

Program composition	Duration	Price
Women Fashion Styling	3 weeks	
Fashion Shooting *Including photo studio, photographer, make-up artist, and model	1 week	**Fashion Master Course** Total Duration **4 Months**
Trend Forecasting	2 weeks	**Select Here** ☐
Womenswear Design	4 weeks	**Price 11.500 Euro**
Collection Design	4 weeks	Most complete professional Top Course
Portfolio	2 weeks	

OTHER MASTER COURSES

Program composition	Duration	Price
NEW Fashion Design Short Master		
Trend Forecasting	2 Weeks	Total Duration 3 Months
Womenswear Design	4 Weeks	**Select Here** ☐
Collection Design	4 Weeks	**Price 8.990 Euro**
Portfolio	2 Weeks	
NEW Fashion Styling Short Master		
Trend Forecasting	2 Weeks	Total Duration 2 Months
Women Fashion Styling	3 Weeks	**Select Here** ☐
Media Fashion Styling + Shooting	1 Week	**Price 5.990 Euro**
Portfolio	2 Weeks	

PREPARATORY FASHION PROGRAM
FASHION FOUNDATION COURSE

Preparatory courses were created for students without prior knowledge or experience in the field. The aim is to let the participants understand the fashion styling and design lessons right from the beginning with theoretical parts and workshops.

It's the perfect way to improve fashion skills for students from all over the world and start your adventure into the fashion world.

Program composition *only for beginner*	Duration	Price
Trend Forecasting	2 Weeks	**Total Duration 3 Months** Select Here ☐ **Price 8.990 Euro**
Womenswear Design	4 Weeks	
Collection Design	4 Weeks	
Portfolio	2 Weeks	

FASHION DESIGN COURSES

Course name	Full / Part-time	Duration	Price & Total Hours
Womenswear Design Including Photoshop lessons	Full time	2 Weeks 4 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (96h)
	Full time	2 Months	☐ 3.990€ (192h)
	Full time	3 Months	☐ 5.990€ (288h)
	Part-time	4 Weeks	☐ 2.300€ (48h)
Menswear Design ☐ Classic ☐ Streetwear (choose one) Including Photoshop lessons	Full time	2 Weeks 4 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (96h)
	Full time	2 Months	☐ 3.990€ (192h)
	Full time	3 Months	☐ 5.990€ (288h)
	Part-time	4 Weeks	☐ 2.300€ (48h)
Lingerie & Swimwear Design Including Photoshop lessons	Full time	2 Weeks 4 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (96h)
	Full time	2 Months	☐ 3.990€ (192h)
	Full time	3 Months	☐ 5.990€ (288h)
	Part-time	4 Weeks	☐ 2.300€ (48h)

Course name	Full / Part-time	Duration	Price & Total Hours
Bridal Design Including Photoshop lessons	Full time	2 Weeks 4 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (96h)
	Full time	2 Months	☐ 3.990€ (192h)
	Full time	3 Months	☐ 5.990€ (288h)
	Part time	4 Weeks	☐ 2.300€ (48h)
Accessories Design Including Photoshop lessons	Full time	2 Weeks 4 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (96h)
	Full time	2 Months	☐ 3.990€ (192h)
	Full time	3 Months	☐ 5.990€ (288h)
	Part time	4 Weeks	☐ 2.300€ (48h)
Collection Design Including Photoshop lessons	Full time	2 Weeks 4 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (96h)
	Full time	2 months	☐ 3.990€ (192h)
Sketching and details Design	Full time	2 Weeks	☐ 2.100€ (48h)
	Part time	4 Weeks	☐ 2.100€ (48h)
Fashion Illustration	Full time	3 Weeks	☐ 2.300€ (72h)
	Part time	2 Weeks	☐ 2.100€ (24h)

NEW FASHION PORTFOLIO BUILDING COURSE
FOR FUTURE FASHION STUDENTS

One of the Fashion Design Courses *Please specify your choice on page 9	Full time	3 Weeks	☐ 3.300€ (96h)
Portfolio		1 Week	

FASHION STYLING COURSES

Course name	Full / Part-time	Duration	Price (€) / Hours
Personal Women's Fashion Styling <mark>Best seller</mark>	Full time	1 Week	☐ 2.400€ (24h)
	Full time	2 Weeks 3 Weeks	☐ 2.500€ (48h) ☐ 2.600€ (72h)
	Part time	3 Weeks	☐ 2.300€ (36h)
<mark>**Combo Women & Men Fashion Styling**</mark> 2 Days Women+ 2 Days Men	Full time	1 Week full immersion Perfect for cutting down on hotel costs	☐ 2.300€ (24h)
<mark>**Men Fashion Styling**</mark> Included Entrance during Pitti Uomo	Full time	1 Week	☐ 2.200€ (24h)
Media Editorial Fashion Styling (with Photoshoot) *Including studio, photographer, and model	Full time	3 Weeks	☐ 3.950€ (72h)
Milan Fashion Week Experience Special Course only in February & September	Full time	2 Weeks Editorial Styling, Women's Personal Styling & Photoshoot	☐ 2.500€ (48h)

FASHION TRENDS COURSE

Trend Forecasting	Full time	2 Weeks 3 Weeks	☐ 2.400€ (48h) ☐ 2.600€ (72h)

FASHION BUSINESS-RELATED COURSES

Social Media For Fashion *Beginner course special edition	Full time	1 Week	☐ 1.700€ (24h) *Special price
Fashion Buying	Full time	3 Days	☐ 1.700€ (18h)

COMPUTER PROGRAMS COURSES

Adobe Photoshop and Illustrator	Full time	3 Weeks	☐ 2.400€ (72h)
	Part-time	3 Weeks	☐ 2.100€ (36h)

Special Fashion Styling & Design Package

Study Fashion in Milan for 11 Weeks — **No Long-Stay Visa Required**

This 11-week program is designed for students who want to study fashion in Milan while keeping their stay within the **short-stay period allowed in Italy**, avoiding the need for a long-term visa depending on nationality.

The program combines **fashion styling, trend research, and fashion design**, allowing students to build creative skills and portfolio work in a structured learning experience.

Program Structure (11 Weeks Total):

• 3 Weeks – Personal Fashion Styling
 Learn the fundamentals of styling, including body shapes, outfit coordination, colour harmony, and how to create looks that express a clear visual identity.

• 1 Week – Trend Forecasting
 Develop the ability to analyse fashion trends by studying runway collections, colours, silhouettes, and cultural influences shaping future fashion directions.

• 7 Weeks – Fashion Design Specialization
 Choose your design focus and develop a small creative project including mood boards, research, and fashion sketches. Options include:
 – Womenswear Design
 – Accessories Design
 – Beachwear / Lingerie Design

Courses are held **Monday to Thursday**, with a semi-private teaching approach that allows personalized guidance from the instructors.

This program allows you to **study styling, trend research, and fashion design in one structured learning experience while living in Milan**.

Courses start **every Monday (except August)**.

Women Fashion Styling + Professional Photoshoot *Including Photoshop lessons	Full time	11 Weeks	☐ 8.500€ (72h)

Please fill out the following information:

Surname:_____Name:_____

Name of Course:_____

Course Duration and Time Period:

Starting date:_____ Last day of school:_____
☐ Full-Time

Part-Time: ☐ Morning **or** ☐ Afternoon (please tick only one if applicable)

*Courses duration may be modified or elongated upon request, please write in the *"Special Requests for the Course"* box below*

If you come through an agent, please write here the name of the agent or Agency:

_____

 What is your desired final outcome from this course?

_____

_____

_____

Please write if there are any particular skills you would like to learn from this course:

_____

Special Request for the course:

_____

Do you need an official Enrollment Confirmation Letter, signed and stamped?
This letter states officially that you are enrolled and that you have paid for the selected course. To be sent after the booking is completed. Subject to an additional €100 fee.

☐ Yes   ☐ No

When to Apply

Milan Fashion Campus courses are open year-round and can start on any Monday (except during school closures or Italian national holidays, see calendar on pages 14 and 15).

To ensure sufficient time for booking and preparation:

- **Students who require a visa** are strongly advised to **apply at least 3 months before** their intended starting date. This allows time for application processing, payment confirmation, and travel arrangements.

- **Students who do not require a visa** should apply **no later than 1 month before** their desired start date to ensure course availability and accommodation planning.

Applications submitted later than these recommended timeframes may be accepted only if seats and scheduling permit.

Payment Terms

FOR COURSES THAT LAST 1 MONTH (4 weeks) OR LESS
- Enrolment Fee + 100% Course Fee: must be paid 10 days after the application date*

FOR COURSES THAT LAST MORE THAN 1 MONTH (4 weeks)
- Enrolment Fee + 30% of Course Fee: must be paid 10 days after the application date*
- 70% Course Fee: must be paid 30 days before the course starting date*

* If the starting date of the class is within 30 days after the application date, both the enrolment fee and course fee must be paid right away (within 1-2 working days) after the application and availability are confirmed by the school.
After your payment procedure, please send us an email to confirm your transaction with a photocopy of the bank transaction.

IMPORTANT DETAILS:

- All fees still have to include 22% of VAT unless stated otherwise.
- The costs do not include flight fares, transportation, personal expenses, course materials, and meals, not including the Bank Commission.
- Before making any payment, wait for confirmation from Milan Fashion Campus.
- Payment is to be made through bank transfer.
- We do not receive payments with checks.
- To pay with credit cards, please ask us first by email. We can also receive payments through Stripe. With this method, there will be an additional 4% of the fee to be calculated for the credit card commission.

VISA Information - Important Notice

Milan Fashion Campus is a **private vocational training school**. We are **not a university** and therefore **not part of the "Universitaly" system** or any government-accredited higher education network in Italy.

Because of this, we **cannot provide assistance, legal advice, or guarantee outcomes for visa applications**. Each country's Italian Embassy or Consulate applies its own rules, requirements, and timing for visa processing, and these may vary significantly.

FOR NON-EU STUDENTS

For stays under 90 days, most of our international students attend with a **Tourist Visa** (or without a visa if their nationality allows entry under short-stay agreements). This type of stay usually does not require any school documentation or a letter of support.

For stays over 90 days, students may choose to apply independently for a **long-term stay permit** or visa, but please note that:

- We cannot provide any guarantee that an application will be approved.
- The acceptance letter we issue is **only a confirmation of your course booking and payment**; it does not imply accreditation nor serve as proof of institutional recognition.
- The decision to accept or refuse any application is made **solely by the relevant authorities**, and Milan Fashion Campus has **no influence** in that process.

Information shared above is based only on previous students' experiences and may not apply to all nationalities.

To learn more about stay or entry requirements for your nationality, please **visit the official Italian government website** to **contact the closest Italian Consulate or Embassy** in your country for further information. Useful link to learn more about VISA

ENROLLMENT CONFIRMATION LETTER

Upon specific request, Milan Fashion Campus can issue an Enrollment Confirmation Letter, signed and stamped, **only after receiving the first or total payment** of the course.

This document serves **only as proof of enrollment and payment** and may be used by students for various personal or administrative purposes.

It does **not** serve as proof of accreditation, nor does it guarantee or influence any application outcome managed by external authorities.

A **€100 documentation fee** applies for the issuance of this letter.

In case of course cancellation **after** the Enrollment Confirmation Letter has been issued, an **administrative deduction of €250** will be applied from any refundable course fee, regardless of the purpose for which the letter is used.

This deduction reflects the school's administrative effort and the potential external use of official school documentation.

Cancellation Policies

- The cancellation of the course must be notified via registered email.
- The cancellation date is counted from the day the cancellation email is sent.
- Cancellations for health reasons are only accepted with official medical declarations.
- There is no refund in cases of force majeure and a declared pandemic situation.
- No refunds for individual courses within a package/combination of two or more courses once any course has started, as the package is considered one single course. Refund policy timing follows the general refund policy below.
- **Milan Fashion Campus reserves the right to cancel courses within a month of the scheduled commencement date. Enrolled students will be informed by written communication, and all fees already paid will be reimbursed without further costs.**

Refund Policies

For the **enrollment fee (€150), VAT (22%),** and if applicable, **documentation fee (€100)**, no refund will be issued.

In the event of an **Enrollment Confirmation Letter** release, there will be a €250 administrative deduction from the course fee refund, as explained on the previous page.

For course fees, course cancellations made:

- **30 days or more before** the starting course date - **100% refund.**
- **15-29 days before** starting course date - **50% refund.**
- **14 days or less before** starting course date & ongoing courses - **no refunds will be issued.**

Please note: The percentage of the course refunds does not include the bank transaction fee, administrative work, and invoice cancellation fee.

Important: If you have **health problems we should be aware of**, please report it here below:

_____

For acknowledgement and acceptance:

- ☐ I have consulted the regulations of Milan Fashion Campus indicated above and the website www.milanfashioncampus.eu, and accept that my private information is only used for the application acceptance process. *
- ☐ I agree to respect the course schedule and hours as stated on Page 1. I understand that to receive my final certificate, I must have no more than 15% absences from obligatory sessions. For courses longer than 3 months, 85% of my exercises must be completed and reviewed by the school.*
- ☐ The student agrees to the use of video registration or photographic image divulgation of the classroom, which may include the student during his/her stay. *
- ☐ I have read and agreed to all the policies, terms, and conditions written in this application form.*

*obligatory

Full name: _____

Signature: _____ **Date:** _____

If the student's age is younger than 18, a parent/guardian signature is needed: **(please read the warning on the last page)**

Sign & name of parent/guardian _____

2026 Academic Calendar

January

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April

M	T	W	T	F	S	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Legend

- abc Public Holiday
- abc School's close
- abc Weekends, no classes
- abc First day of school opening
- abc Summer Course

Jan 1: New Year's Day
Jan 6: Epiphany
Apr 5: Easter Sunday
Apr 6: Easter Monday
Apr 25: Liberation Day

May 1: Labour Day
May 12: Mother's Day
Jun 2: Republic Day
Aug 15: Assumption/ Ferragosto
Nov 1: All Saints' Day

Dec 7: St. Ambrose's Day (only Milan)
Dec 8: Immaculate Conception
Dec 25: Christmas Day
Dec 26: St Stephen's Day

After filling out the application form, please send *only*:

(email linked below)

- page 3
- page of the fashion course you have selected (4,5,6,7, 8, *or* 9)
- page 10
- page 13 signed

After sending them to us,
Please **wait for the confirmation mail before making the course fee payment.**

WARNING for underage students (under 18):

Please note that even though we accept minor students, it might be difficult to find accommodation as the minimum legal age to rent is 18 years old.

We suggest that minor students are **accompanied by adults/parents during their stay in Italy**.

A letter of consent from parents/guardians specifying that MFC does not take any responsibility outside the school hours must be attached to the application form.

For any further questions, please contact us
Mail: info@milanfashioncampus.eu
Ph. number: (+39) 02 26822730

Milan Fashion Campus

Via Giuseppe Broggi 7,
20129 Milano
Italia