

Student Regulations for Polimoda Undergraduate Courses

student), or who, after commencing the course, are found to have been absent without good reason for more than two weeks, Polimoda will inform the Police of Florence and the Embassy/Consulate that issued the study visa to the Student.

ART.5

For the purposes of participation in selections to allocate awards that may be part of educational projects, the regulations may require that:

- “ the Student **(or the parents/guardians in case of underage students, in the name and on behalf of the minor)** is obliged to adhere to a specific confidentiality undertaking towards the company, or other entity, collaborating in the project, concerning the project and contents thereof. This undertaking will be formalised directly between the Student participating in the project **(or, in case of underage student, between the parents/guardians, in the name and on behalf of the minor participating in the project)** and said company (or other entity), by means of a separate document, with regard to which Polimoda will remain completely extraneous and free from all liability;
- “ the Student **(or, in case of underage students, the parents/guardians, in the name and on behalf of the minor)** will be obliged to sign a specific agreement transferring rights, free of charge, and the relevant waiver to companies collaborating in the project, to cover material, intellectual and industrial property rights for the creations developed by the Student as part of their Course

have left in the locker despite the recommendation above. This declining of liability must be intended also as applicable while pending the term of **90 (ninety) days** provided in relation to the various cases by this article 22.

INSPECTION OF THE LOCKERS AND REMOVAL OF CONTENTS NOT COLLECTED FROM THE LOCKER WITHIN THE LIBRARY OPENING TIMES TIME LIMIT FOR COLLECTION: Outside the times of use of the lockers as above indicated or for personal safety reasons, Polimoda reserves the right to inspect the contents of lockers not emptied by the Students, which will be removed, inspected and deposited in the relevant area. Owners must inform the Front Desk staff in order to recover any items not removed from the locker within the stated time. If the student does not apply to the front desk staff on the site to reclaim his/her items/materials within **90 (ninety) days** of their removal, Polimoda may consider this justifiable grounds for destroying and disposing of said items and materials as below specified.

LEFT UNATTENDED / REMOVED AND RIGHT TO DISPOSAL / DESTRUCTION BY POLIMODA: after **90 (ninety) days** have passed since any items/materials are removed from lockers because not collected within the library opening times or, more generally, from the Polimoda Library area because left unattended and/or for security reasons, and deposited in the relevant area

this prohibition, also towards third parties (e.g., other students), holding Polimoda free and harmless against all liability for any harmful consequences that may derive to his/her own items/materials as a result. In the case of underage student, the parents /guardians of the minor, by signing the enrolment contract to the course undertake to transfer said provisions to the underage student, assuming any kind of responsibility for the violation of the same.

VALUABLES: In any case, students are recommended **NOT** to leave valuables in the lockers, since these are not required for research or consultation and there is no possibility to submit claims to Polimoda, by the student or on behalf of the student (**parents/guardians in case of underage student**), for the loss or theft or damage of any valuable, as this latter is not obliged in any way to provide for the safekeeping and security of such items.

- “ www.mypolimoda.com;
- “ printers and photocopiers (there is a charge for this service).
- “ Possible access to email / cloud storage services.

These authentication credentials are given to Students who are responsible for their use and must keep them securely; Polimoda must be promptly informed if said credentials are lost and Students are not permitted to possess and use the credentials of others.

Use of access credentials on the portal must abide by the academic aims for which they are intended, and/or in any case, without causing any threat to the security of the system.

It is understood that, if the student is a minor, responsibility for the correct use of the credentials assigned to the student and supervision of the possession of the same rests with the parents / guardians.

Works by Students can be archived on servers in a specific dedicated space. Each Student has 1 GB of space, not subjected to backups or able to be expanded by the Technology Centre. Students can use their own removable supports to connect to computers via USB ports on the computers themselves.

Files cannot be stored (in local) on hard disks in the Computer Lab. Any files saved may therefore be removed during periodic reviews carried out by Technological Centre staff, as well as customising of the installed software

At the end of the academic year, the student is required to delete all personal content saved on server.

As the same time as the removal of the account as laid down in Article 10 Polimoda will arrange for removal of the contents saved by the student on the server.

Therefore, no request/claim of any kind (e.g. for compensation) may be submitted by students (or by the parents/guardians of the minor in the case of underage student) to Polimoda in reference to the above deletion of contents previously saved by the Student.