



Expertos en fabricación digital
Experts in digital fabrication



ENROLLMENT PROCEDURE FOR ADMISSION IN MASTER IN PARAMETRIC DESIGN 2016

To make effective your participation in the course, the student must deposit the total amount of the course fee via bank transfer or cash payment to the bank account shown below; It is mandatory to write in the subject:

Student's full name

Course Code: MGH

from SPAIN:

Bank: CAJA DE ARQUITECTOS

Holder: CONTROLMAD ADVANCED DESIGN CENTER,S.L

Bank account: ES42-3183-2801-63-0000965760

from EU countries:

Bank: CAJA DE ARQUITECTOS

Holder: CONTROLMAD ADVANCED DESIGN CENTER,S.L.

BIC/SWIFT: CASDESBB

IBAN: ES42 3183 2801 6300 0096 5760

Bank address: Presidente Carmona , 12, 28020 MADRID

from non-EU countries:

Bank: BANCO SANTANDER

Holder: CAJA DE ARQUITECTOS

Reference/concept: 0000965760

BIC/SWIFT: BSCHEM33

IBAN: ES72 0049 5133 9924 1623 6792

Bank address: General Yagüe, 20, 28020 MADRID

IMPORTANT:

__ Bank expenses due to national / international bank transfers are different depending on the country and will be assumed by the student.

__ Paypal payment applies additional charges (50 euro) which are not part of the enrollment fee.

__ To maintain a rigorous registration order and due to bank transfers may take several days to be validated, it is important to confirm the registration by sending an email with scanned copy or pdf of the bank statement to formacion@controlmad.com.

__ ControlMAD will confirm your enrollment by email as soon as we receive your email with proof of payment, full name, cell number. If you do not receive this confirmation, please e-mail us again or call +34 915393366

__ In order to guarantee a seat in the course, it is possible to pay the total amount of the fee or to make a first deposit of 800 euros and pay the rest of the fee in a maximum period of 30 days. After that, your reservation might be cancelled or do not get benefit of the special discount price at the moment of doing the first deposit.

CANCELLATION POLICY

The last day for the return of the total enrollment fee in case of not attendance to the course, will be February 15th.

If you withdraw from the course up to 30 days before the start date, ControlMAD will be charged 50% of tuition amount

Any requests submitted 29 days or less before the start date will not be processed and ControlMAD will be charged the full tuition amount.

For special situations and justifiable causes, you may also submit a reschedule request to ControlMAD, up to 30 days before the start date, if another course is available and/or your seat is covered by any student of our waiting list. If not, ControlMAD will apply the return and charges policies described above.

ControlMAD reserves the right to cancel the course if the number of students does not reach 7. ControlMAD will notify it by email returning the full tuition amount via bank transfer in a period of time no more than ten working days.

For any doubts do not hesitate in contact us calling to +34 915393366 (business hours 10am – 2 pm) or via email to info@controlmad.com

By registering in the course, you accept and understand ControlMAD policies and terms

Thank you for your cooperation in complying with the ControlMAD cancellation policy

www.controlmad.com