

# Terms and Conditions

By submitting your application, you bind yourself to these terms and conditions.

**Applications and payment:** Applications in English will be received via e-mail on reservations@nsts.org or online on www.nsts.org and must be accompanied by full payment as follows:

(i) *International Career Development:* at least 8 weeks prior to the selected start date, including CV and motivation letter, learning agreement and/or any other documentation needed to be processed before arrival;

(ii) *Study Abroad:* at least 21 weeks (5 months) prior to the selected start date.

(iii) *English Language Learning:* at least 4 weeks prior to the selected start date if part of a group or if starting between 15 June and 26 August -, or at least 2 weeks for individuals between 31 August and 10 June;

Applications on the prescribed form must be accompanied by a passport size colour photograph and explicitly state the selected educational programme reference code and number and, if applicable, accommodation reference code and number, starting and ending dates as well as the applicant's name, surname, gender, date of birth, nationality, passport number and validity, special needs. Groups must complete the Group Essential Information Form. Adults opting for NSTS Malta Accommodation must pay an environmental tax of up to €5.00 each. Applicants not submitting the photograph must accept to be photographed for €15 for the issue of a legal student identity card.

Applications for Career Development and Study Abroad, subject to a skype interview, must include the skype address and full payment of the Skype interview fee. Registration is subject to the Skype interview result.

Applicants for Career Development programmes are to obtain online and abide by, the terms and conditions of acceptance for Internships, work placements, and staff mobility programmes.

Registrations will be provisionally accepted subject to receipt of full payment of the selected educational programme and ancillary services fees, before the aforesaid deadlines, by bank transfer direct to APS Bank Ltd Valletta, IBAN MT74 APSB 7717 2000 6515 10 6515 400 10, BIC/SWIFT code APSBMTMT, or by credit card. Registrations will only be confirmed upon timely receipt of full payment and will otherwise be automatically deleted.

**Changes and cancellations:** Changes made within 10 to 3 days prior to arrival are subject to a EUR50 administrative fee. Cancellations or curtailments made within 10 days and changes made to reservations@nsts.org and to emergency phone number +356 7949 5977 within 3 days prior to arrival are subject to a EUR250 fee. No refunds are permitted for 'no-shows' or failure to utilise part or all of the services.

Fees include all that specified as incorporated in the selected service described in the brochure and website, and NSTS Malta is not liable for that not contained therein. NSTS Malta reserves the right to alter any service, description, and fee without prior notice and to provide substitute services of at least comparable standard and contents as originally confirmed

**Students under 18 - Parent/Guardian Consent Form and Surety deposit:** Applications from persons under 18 years of age must be, and are deemed to be, endorsed by the person's parent/legal guardian who simultaneously retains full responsibility for their protégé's acts and/or omissions during the latter's stay in Malta. Applications through agents are deemed to be equally endorsed as a result of the agent's own transmission.

The conduct of any and all persons under 18 years of age enrolled on an NSTS Malta programme is governed by a student charter that is available upon request. The terms, among other things, govern the behaviour of the minor student, applied discipline and prohibitions, unaccompanied outings, return times in the evenings, damages or misdeeds and the payment of a conditional refundable surety deposit of €50 upon arrival at check-in if accommodated at an NSTS Residence or hotel.

**Code of conduct:** By applying applicants accept that NSTS Malta may, without being liable in any manner whatsoever, exclude any person from a service applied for or being consumed, and demand his/her repatriation at his/her charge, if, in the opinion of Management, s/he appears likely to endanger or impair the health, safety or comfort of other persons using concurrent services, or the reputation of NSTS Malta by his/her acts or omissions.

**Public Holidays:** None of the provided educational programmes will be available on public holidays and no refund will be given for lost parts. Lessons will be made up for except for public holidays 29 June and 15 August. Public holidays are: 01 January, 10 February, 19, 31 March, 19 April, 01 May, 07, 29 June, 15 August, 08, 21 September, 08, 13, 25, December.

**Visa:** The applicant is solely responsible to provide on demand a valid identity document, passport and entry visa and, if staying for more than 90 days, will extend authorization to remain in Malta by applying for a national visa to be issued by the Central Visa Unit for the duration of the educational programme for up to one year, subject, among other conditions, to consistent high attendance at the educational programme.

**Data Protection:** In enrolling with NSTS Malta the applicant consents and authorises NSTS Malta to process any personal data in accordance with the General Data Protection Regulations (GDPR) of the European Union and to transfer/disclose such data to other companies within the NSTS Malta group of companies as deemed necessary for the provision of the services enrolled for and for the purposes associated thereto.

**Photography, Filming, Sound Recordings, Testimonials:** The applicant consents to being photographed, filmed, recorded and have any testimonial used for promotional purposes and to receiving marketing materials from NSTS Malta and will be given the opportunity to opt out from this consent upon request in writing or electronically according to GDPR.

**Obligations:** This brochure and all commercial relations arising therefrom are deemed to be executed through the brand NSTS Malta of company registration C4425 of 220 St. Paul Street, Valletta VLT 1217 Malta.