

## Practical Filmmaking Application Form

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Download this form, fill in, sign and return a scanned copy to [info@handsonmalta.com](mailto:info@handsonmalta.com) or send it by registered airmail, to: **HandsOn Malta, 5A, St Henry Street, Sliema - SLM1321, Malta - Europe.**

This form confirms my booking, to the HandsOn Malta for the following Practical Filmmaking Program:

- 3 Month Practical Filmmaking      Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_      Fee: € \_\_\_\_\_
- 3 Month Practical Film Editing      Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_      Fee: € \_\_\_\_\_
- 6 Month Practical Filmmaking      Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_      Fee: € \_\_\_\_\_
- 8 Month Practical Filmmaking      Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_      Fee: € \_\_\_\_\_

### Section 1 - Personal details

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Title: \_\_\_\_\_ Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Gender:  Male  Female

Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_

Country of residence: \_\_\_\_\_

Mailing Address:

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E-mail address: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

#### **EMERGENCY**

Contact Name: \_\_\_\_\_ Contact Surname: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**TELL US HOW YOU HEARD ABOUT THE HANDSON:**

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Educational Fair/Event

Your School/College

Word of Mouth/Recommendation

## Section 2 - Health

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Please advise us of any allergies, disabilities, medical conditions, learning difficulties or special requirements you need. Also detail any medication you will be required to bring on site. Failure to declare at this stage a medical condition that might impact upon your ability to progress through the programme may result in your exclusion from the program will not hold itself liable.

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## Section 3 – General Skills Questions

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*How would you rate your computer skills from 1 to 5? (Stating use of social media & day to day applications).*

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*Do you have any previous experience in your chosen subject area?*

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*What is your motivation for taking this program?*

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*What is your long-term goal (if known)?*

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## Section 4 – Declaration

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**READ A FULL LIST OF OUR TERMS & CONDITIONS (Section 5 below) BEFORE SIGNING**

I confirm my acceptance of the HandsOn Malta Terms & Conditions and have read and understood, the list of Inclusions and Exclusions.

Signed: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

This is an application form only and payment, must be effected for your training to be confirmed. Once the application form is received we shall send you an official invoice with the bank details to affect payment. For payment details & queries contact [denise@handsonmalta.com](mailto:denise@handsonmalta.com)

**A full photocopy of your passport must be sent with this application form.**

## Section 5 – Terms & Conditions

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### 1. INTRODUCTION

HandsOn Malta (herein after referred to as “we” or “us) provide practical filmmaking training. We reserve the right to modify these terms and conditions, training programs and their prices without notice but such updates can be found on the [www.handsonmalta.com](http://www.handsonmalta.com) website

Personal information collected is for the our purposes only and NO information is given out to third parties.

### 2. PROGRAM BOOKING AND PAYMENT TERMS

- If you are from outside the European Union & Schengen Area, you must undertake to ensure that you have the appropriate visa, which grants you permission to study in Malta. Note that a minimum of 6 weeks are required for VISA processing by the embassy or consulate.
- Payment is deemed to have happened when funds are cleared.
- Fees are exempt of value added tax however, any bank charges incurred by your preferred method of payment, will be invoiced accordingly.
- Payment can be made via online transfer.
- Fees do not include accommodation.
- Fees are to be paid in full and only once received and cleared by the bank will your place in the program be confirmed.
- No extra charges or administration fees are chargeable to the program price listed on the website

### 3. CANCELLATION POLICIES

We reserve the right to cancel any program, at any time, up to and including the start date of the program. Should this be the case, we will try our best to give you at least, a 14 day notice, as well as the options to either assign for the same program in a future date, or a full refund.

We accept cancellations and due refunds to the applicant on individual cases.

For applicants requiring a visa to study in Malta, should their visa application not be successful, we will refund the full amount paid, less bank charges and administrative fees incurred. For the refund the applicant must present the official document from the embassy or consulate.

Any applicant found to have made a fraudulent application, including failure to disclose information that may be relevant to their application will not be given a refund.

#### 4. INTELLECTUAL PROPERTY

All material, products and services including those developed during the duration of the program, remain the property of HandsOn Malta. The applicant can retain all intellectual property developed during the program and grants us, a lifetime royalty free license, to use for marketing, internal and external use, together with any photos or videos of the applicant, taken during the training program.

#### 6. PROGRAM RULES

Applicants must maintain an attendance record of at least 80%. Failure to do so may result in expulsion from the program with no refund of fees. Exceptional circumstances will be dealt at our discretion.

We provide industry standard film equipment and editing suites. In the event that any equipment is damaged or lost by the applicant, he/she will be liable for the costs of repair or replacement. It is to our discretion to decide whether the damaged equipment is to be repaired or replaced.

#### 7. EQUAL OPPORTUNITIES

We operate an equal opportunities policy. All applicants are assessed as individuals and have equal opportunities to join the program. Our selection process is to look for potentially creative individuals, dynamic and willing to learn the industry, whatever their background, ethnicity, origin, age, gender, class, sexual orientation, disability, religious or political beliefs.

