



Engelsberg Summer School in Classical Architecture

Please print and fill out the following pages, as well as your letter of intent and your work samples.

Return by post to: INTBAU, Lauren Banks,
19–22 Charlotte Road, London, EC2A 3SG,
United Kingdom, or, scan the signed
documents and e-mail to:
lauren.banks@intbau.org.

Application Form 1A

Full Name: _____

Male/Female/Other: _____

Date of Birth: _____

Nationality: _____

CONTACT INFORMATION

Street: _____

Street number: _____

Town/City: _____

State/County: _____

Postcode/Zip Code: _____

Country: _____

E-mail: _____

Mobile/Cell Phone number: (+) _____

How did you hear about the programme? _____

REQUIREMENTS

The Engelsberg Summer School in Classical Architecture is an intensive course centred on design projects which develop the skills of observation, design, critical thinking and representation, emphasizing the expression of design ideas through hand-drawing.

1) LETTER OF INTENT

The letter of intent should be no longer than one page, and should express your interest in participating in the Engelsberg Summer School in Classical Architecture, as well as your background, your expectations for the course and your future prospects. Please send a PDF version of the letter with the rest of your application.

TRAVEL INSURANCE COVERAGE AND HEALTH

All students are required to have appropriate travel insurance coverage. Students are expected to be in good health on arrival sufficient to attend the course without disruption or absence. If a student requires routine medication, they must bring a supply which will last for the entire course.

2) SAMPLES OF WORK

Although no previous architectural education is required for this course, students should be able to demonstrate some hand-drawing abilities, whether related to architecture, art, painting or other interests. Please send with your application up to five hand drawings, signed, dated and clearly referenced.

VISA AND PASSPORT

Non-Swedish students must have a passport valid for their entire stay in Sweden. If required, the student must obtain a visa and any other permits required to visit Sweden. The student is advised to contact the relevant Swedish embassy to get information about entry requirements.

PERSONAL INFORMATION

Special Needs (mobility/diet):

Education level:

Architectural, historical or graphic knowledge or skills (no previous knowledge necessary but information required to assess teaching requirements):

PAYMENT

The fee for the summer school is 890 Euros and the sum covers costs for tuition, accommodation, meals, and excursions for all 28 days of the course. Food is not covered for the Stockholm excursion. The payment should be sent to our account before June 1st 2019. Information about how to pay will be sent out after registration. The fee is non-refundable and it is suggested that insurance is obtained for cancellation.

All necessary equipment will be provided but if students wish to bring their own preferred references or drafting and drawing equipment they may.

A limited number of bursaries are available on application subject to suitability for the course and clear evidence of demonstrable hardship. Please contact Lauren Banks lauren.banks@intbau.org for bursary applications. An interview may be requested. Decisions on the awarding of bursaries will be final.

APPLICANT DECLARATION

By ticking this box the undersigned agrees to the terms and conditions of this Agreement and that she/he has read, understood and agreed to the Student Agreement. The undersigned declares that the information provided in this application form is, to the best of her/his knowledge, correct in every respect. The undersigned agrees that the application and all attachments may be used for the purpose of evaluation and selection by INTBAU and the Ax:son Johnson Foundation.

Signature:

Print Name:

Location and Date (dd/mm/yy):

STUDENT AGREEMENT

Introduction

Each year, through a series of lectures, workshops, drawing, building exercises and field trips, Engelsberg Summer School participants develop an in-depth knowledge of traditional building and classical architecture.

1. Agreement

1.1 This Agreement is between Engelsberg Summer School and the Student undersigned ("the Student"), and will encompass the full duration of the Engelsberg Summer School in Classical Architecture.

2. Student Information

2.1 The Student will supply Engelsberg Summer School, at the time of applying, with details of their full name, gender, date of birth, email address, correspondence address, telephone and mobile numbers and emergency contact details.

2.2 In cases where there is a medical or dietary need for the provision of special equipment, access or special meals for the Student during the course, the Student must inform Engelsberg Summer School in full at time of applying.

2.3 During the course photographs or audio-visual recordings may be made of the Student in class or undertaking extra-curriculum activities. If you would rather not be filmed please inform Engelsberg Summer School before arrival.

3. Student Conduct

3.1 The Student will follow the course timetable, attend all events in a punctual and timely manner, not disturb the conduct of the course, and comply with any instructions

given by Engelsberg Summer School staff members, course tutors and other staff.

3.2 The Student will not act in such a way as to disrupt the learning experience of other Students on the course, disrupt or impede the general progression of the program.

3.3 The Student will leave their accommodation clean and tidy when vacating at the end.

3.4 If the Student does not use the pre-booked accommodation and/or travel included in the cost of the Summer School, it will be the Student's responsibility to find, book and pay for alternative accommodation/ travel. Engelsberg Summer School will not assist in this nor cover the cost.

3.5 It is the Student's responsibility to pay for any meals not included in the programme. If the Student decides not to eat provided meals, it is their responsibility to pay for any alternative food purchased.

3.6 The Student will comply with all health and safety rules, fire regulations, rules and procedures of Engelsberg ironworks and Engelsberg Summer School, teaching and accommodation venues.

3.7 The Student will not enter or attempt to enter to any rooms, areas or premises that are marked as private or otherwise indicated as off limits to members of the public, or have previously been indicated to the Student as off-limits or private.

3.8 The Student will not copy or publish the names, crest or logos of either Axel and Margaret Ax:son Johnson Foundation or INTBAU without prior written consent from the institution concerned.

3.9 The Student will not act or behave in such a way as deemed by Axel and Margaret Ax:son Johnson Foundation to bring into disrepute the name of either Axel and Margaret Ax:son Johnson Foundation, Engelsberg Summer School or INTBAU (or organisations within).

3.10 The Student will compensate in full to Engelsberg Summer School for any damage that is judged to have been caused by the Student to the property, fixtures or fittings of either Engelsberg Summer School or any other person. The Student takes full responsibility for the payment of all costs and claims associated with any such damage.

3.11 The Student will not take part in, assist in or condone any bullying, threatening or disruptive behaviour of any sort, including but not limited to: foul language, excessive noise, anti-social behaviour, profanity, insults, the threat of violence, or violence.

3.12 The Student will not smoke in any building of, or premises of Engelsberg Summer School, or any building or premises used, or visited as part of the course with Engelsberg Summer School. Any costs incurred as a result of smoking (including fines for setting off fire alarms, costs of cleaning rooms where smoking has taken place or is suspected to have taken place, or costs of any damage caused as a result of smoking) will be the sole responsibility of the Student. The Student is solely responsible for ensuring that no smoking takes place in their room by any person and is responsible for any costs of cleaning thereof where smoking has taken place or is suspected to have taken place.

3.13 The Swedish weather can be unpredictable and Students are advised to

bring some warm, waterproof clothing as well as light summer wear. The Student will ensure they have appropriate clothing for the duration of the course.

3.14 The place booked is for the named Student only. Children/dependents/pets are not allowed on any part of the course nor will any provision be made for them.

3.15 Any Student caught in breach of this Agreement, or committing any illegal activity of any sort will be excluded from the program and this Agreement will be terminated without recompense.

4. Insurance, Visas and Money

4.1 The Student will ensure that they have full insurance to cover cancellation and curtailment, medical and repatriation expenses, course costs, personal accident, luggage and personal money loss, missed departure, flight delays, legal costs, injury to third parties.

4.2 The Student will ensure to have any necessary travel, health and passport documents before entering Sweden. Engelsberg Summer School cannot accept any liability if the Student is refused entry due to not having the correct documentation. All students are required to have appropriate travel insurance coverage. Students are expected to be in good health on arrival sufficient to attend the course without disruption or absence. If a student requires routine medication, they must bring a supply which will last for the entire course.

4.3 It is the responsibility of the Student to ensure they have the appropriate right, and where required Visa, to enter and study in Sweden for the duration of the course. The student is advised to contact the relevant Swedish embassy to get information about applicable requirements.

4.4 It is the Student's responsibility to pay for any sundry expenses incurred. Students are advised to bring sufficient spending money for the Summer School. Engelsberg Summer School does not provide a safe for storing money or valuables in.

5. Course

5.1 Engelsberg Summer School retains the right to change courses, alter course content, timetable and schedule, staff and facilities as needed, without the need to inform the Student prior to the change.

5.2 Engelsberg Summer School retains the right to assign, contract, or sub-contract parts, or all of this Agreement to other parties or organisations without the need of the Student's permission or to inform the Student.

5.3 Engelsberg Summer School may share facilities with other people, groups, organisations, conferences and events.

6. Course Payment

6.1 Your application is with Engelsberg Summer School (which is brought to you through the collaboration between INTBAU and Axel and Margaret Ax:son Johnson Foundation). Please read carefully the information and check the details confirmed to you as these form the basis of your booking, and we therefore ask you to read them carefully.

6.2 When applying you guarantee that you have the authority to accept and do accept the terms of these conditions. We reserve the right to correct errors or revise costs at any time prior to issue of the confirmation invoice. We also reserve the right not to accept any applicants.

6.3 You may cancel your arrangements at any time. Written notification from the applicant must be received at our offices, by letter or email. If you decide to cancel after being accepted we might apply a cancellation fee. The cancellation day will be ascribed as the day we receive your written notification. If you decide to cancel after placed payment then the fee is non-refundable unless we are provided a valid reason for cancellation, and it is suggested that insurance is obtained for cancellation.

6.4 The arrangements we offer are planned many months in advance and while it is unlikely that we will have to make any changes to them, we must reserve the right to do so. Most of such changes will be minor and we will advise you of them at the earliest possible date. We also reserve the right in any circumstances to cancel your application. For example, if the minimum number of students required for the Engelsberg Summer School is not reached, we may have to cancel it. However, we will not cancel the Engelsberg Summer School less than eight weeks before the start date, except for reasons of force majeure. If we do cancel the Summer School then a full refund will be made.

6.5 If you have any specific needs or special requests you must discuss this with us at the time of applying. We will always try to meet your requests where possible, but cannot guarantee their provision.

6.6 The full cost of the Summer School is due before June 1st.

7. Force Majeure

7.1 Except where expressly stated in this Agreement Engelsberg Summer School cannot accept any liability or pay any compensation where the performance or prompt performance of our contractual obligations is prevented or affected or the Student suffers any damage or loss as a result of "Force Majeure". "Force Majeure" is defined as any event that Engelsberg Summer School could not foresee, avoid or prevent including, but not limited to, industrial action, civil unrest, flight delays, flight cancellations, disasters, weather, natural events, government action, riot or threat of war.

7.2 Where the ability of Engelsberg Summer School to provide our contractual obligations is prevented or affected by the action, or inaction, of any party or event, Engelsberg Summer School is at liberty to cancel any or all parts of our contractual obligation by giving 30 days' notice and cannot accept any liability for any such cancellations.

7.3 Engelsberg Summer School reserves the right to cancel any course or part of a course due to insufficient student numbers and in this instance students will be reimbursed.

7.4 Engelsberg Summer School cannot accept any liability for loss, damage, costs, cancellations, accident, personal injury or death except where there is proven

negligence on the part of Engelsberg Summer School.

8. Termination

8.1 Engelsberg Summer School retains the right to terminate this Agreement by giving 30 days' notice.

8.2 Any breach of this Agreement shall be considered as a termination of this Agreement.

8.3 Upon termination of this Agreement, neither party shall have any further rights or obligations to the other.

8.4 No refund or reduction of costs will be due on any terminated Agreement.