

**CA
SA**

**FEES
&
GENERAL OVERVIEW**

CASA

FEES

	STATUS	REGULAR	NETWORK**
Early Bird*	01/12 - 31/01	250€	200€
	01/02 - 30/04	300€	250€
	01/05 - 30/06	350€	300€
Last Call*	01/07 - 15/07	400€	350€

*Limited applications available.

**Fees for all registered students in institutions / schools of the CASA Network.

***UC / CASA alumni have an extra discount and special conditions of participation. Confirmation with CASA's organization team.

****All registered students (ERASMUS, Phd, ... included) in the 2020/2021 school year at the University of Coimbra (with active registration) have special conditions of participation. Confirmation with CASA's organization team.

REGULATION

CASA's FEE includes:

- Intensive participation in the workshop, sessions and activities;
- All meals included in the program (weekday lunches, closing dinner / party, ...);
- Tickets for city visits;
- Studio material and printing expenses;
- Architect's studio visits;
- Tote bag + kits;
- Certificate of participation.

CASA's FEE does not include:

- Travel expenses to and from Coimbra;
- Local transportation outside of studio working hours or CASA programme;
- All meals not included in the program;
- Accommodation.



REGISTRATION

Firstly, it is required to fill CASA's [Application Form](#).

Applications to CASA are sent via e-mail to: coimbratelier.apply@uc.pt

CASA will review the Application and will send a (confirmation) notification; this confirmation is done via email (by CASA), where payment* instructions are also sent.

The applicant will be asked to pay the fee (if the application is confirmed and accepted) within 7 (seven) days after the confirmation.

The Application will only be valid after payment confirmation.

Important:

If one of the previous steps is not done correctly, the application will not be considered, and the participant must restart the process.

CANCELLATION POLICY & SPECIAL CONDITIONS

If the participant is unable to attend CASA and wishes to cancel registration, a notice (in written form) must be sent via e-mail to coimbratelier.apply@uc.pt

If the notice is received more than 90 days prior to CASA starting date, the participant will be entitled to a full refund (from the designated fee).

If the notice is received more than 60 days prior to CASA starting date, the participant will be entitled to a half refund (from the designated fee).

If the written request is received within 30 days to CASA starting date, participants will not be entitled to a refund.

CASA will provide a full refund in exceptional situations, such as:

- CASA edition cancelled;
- Travelling impossibility due to International closed borders;
- Health reasons or issues** (current situation of Coronavirus [COVID-19] among others).

*The Payment will be via Bank Transfer Payment. Please note that all bank charges are of your responsibility along with any other charges related.

** Subject to medical statement to be sent along with refund request.