



Terms and Conditions

The German version of the General Terms and Conditions (Allgemeine Geschäftsbedingungen) is the only legally binding version. This English version is for your convenience only.

Registration

For your registration for our programmes you can use our online-forms. Please register separately for each programme and person. Your registration for one of our programmes includes all components of the programme, unless stated otherwise. Registration is binding. As a consequence, you are obliged to pay the course fee. The course fee does not cover travel costs and accommodation costs. By registering you accept the terms and conditions stated in this document. If there are more registrations than places, we will allocate the places in the order in which we have received the registrations, unless stated otherwise.

Entry requirements

There may be certain formal entry requirements to participate in one of our further educational programmes. Please visit the web site of the corresponding programme to find out more.

Payment of course fees and admission

Please transfer the course fee after your registration has been confirmed and you have received an invoice number. You have to pay the total course fee without deduction before the programme starts. Please indicate the invoice number. You will receive a written confirmation of your registration, usually no later than 10 days after the registration deadline.

Withdrawal

We can only refund the entire course fee if you de-register in writing 21 days or more before the programme starts. If you de-register before that 21-day period and after you have received and paid the invoice, we will refund the course fee, deducting a processing fee of 5 percent of the total course fee up to a maximum of 150 €. If the programme starts with tutorial notes sent electronically or by post, the start of the programme is the date you receive the material. If you de-register 20 to 3 days before the programme starts, we will refund 50 percent of the course fee. Two days or less before the programme start, refunds are no longer possible. The date the Akademie für Wissenschaftliche Weiterbildung receives your de-registration counts as date of de-registration. If you do not use certain components of the further educational programme you have registered for you cannot reduce the course fee.

Minimum number and cancellation of courses

The Akademie für Wissenschaftliche Weiterbildung reserves the right to cancel courses if there are not enough participants. In these cases we will refund the fees already paid without deduction. There shall be no further claims. Furthermore, the Akademie für Wissenschaftliche Weiterbildung reserves the right to cancel courses in circumstances of force majeure, or for other justified reasons. If we have to cancel one of our programmes, we usually will inform you about the cancellation at least 14 days before the planned programme start.

Change in the programme

We reserve the right to change dates, locations or speakers due to organisational reasons or staff-related reasons. This does not entitle you to de-register or reduce the course fee. Exception to this is de-registration due to important reasons.

Disclaimer

The Akademie für Wissenschaftliche Weiterbildung does not provide insurance coverage for the participants. The Akademie für Wissenschaftliche Weiterbildung is not liable for damage the participant suffers in the context of the further educational programme, unless the damage is a result of wilful intent or gross negligence on the part of one of our assisting parties.

Data protection

By registering the participant consents to the processing of his/her personal data for administrative purposes as well as for information on further educational programmes in the future.

Additional agreements

Contractual changes and additional agreements shall be effective only if made in writing.

Applicable law and place of jurisdiction

German law shall apply. Place of jurisdiction is Konstanz, Germany.