

General Terms and Conditions

These Terms and Conditions apply to all registrations made after April 16, 2018

The program “**Europe at the crossroads: Tübingen-Berlin International Summer School**” (hereinafter referred to as “program”) is an offer by Eberhard Karls Universität Tübingen and its International & European Studies (hereinafter referred to as “IES”) program and Freie Universität Berlin and its International Summer and Winter University (hereinafter referred to as “FUBiS”).

The **integrated 4-week program takes place from 18th June to 14th July 2018** and consists of the subject courses “European Integration and the Political System of the EU”, organized by IES, and “Economic Integration in Europe”, organized by FUBiS.

These terms and conditions apply to all services and offerings associated with the program “Europe at the crossroads: Tübingen-Berlin International Summer School”. The terms and conditions of any and all of our customers and suppliers are hereby voided and have no validity. Any changes or additions to these terms and conditions made before or at the time an agreement was reached must be confirmed in writing before becoming effective.

As for the program part carried out in Berlin, the Freie Universität Berlin has entrusted **ERG Universitätservice GmbH** with the task of carrying out the organization and management of the program “Europe at the crossroads: Tübingen-Berlin International Summer School”.

1. Conclusion of Contract

Registrations for the program are to submit through an online registration form provided on the FUBiS website (www.fubis.org).

Program dates and deadlines 2018

- Duration: June 18, 2018 - July 14, 2018
- Extended Registration deadline: April 30, 2018

Once the online registration is received and processed, FUBiS will send the student a confirmation and an invoice by e-mail. The registration for the program becomes legally binding by sending the confirmation and invoice. The participant thereby accepts the payment conditions outlined below. Please note that payment is only possible **by credit card. All bills must have been paid in full within 3 days after receipt of the registration confirmation and the invoice.** Failure to do so will result in the cancellation of the registration. All fees listed apply to individual registrations.

Enrolment for each course offered as part of the program is limited to 18 students. It is, therefore, essential to register as early as possible. If no place is available in the program by the time the applicant submits his/her online registration, FUBiS will contact the applicant in due time in order to discuss other options. Should no solution be found, FUBiS will refund all payments possibly made so far.

Admission will not be denied on the basis of race, ethnic or national origin, creed, gender/sex, religion, disability, age, or sexual orientation/identity.

No insurance policy of any kind is included in the program, tuition or housing fees for the program outlined below. Each participant must have health insurance, which must be valid in Germany (preferably Europe) for the duration of the program. It is strongly recommended that students also purchase an accident insurance

and indemnity/liability insurance. It is possible to book an optional insurance package through FUBiS that includes health, liability and damage insurance for the duration of the 4-week program.

2. Methods and conditions of payment

All payments must be made **by credit card** in Euros (€).

We accept **Visa and MasterCard**.

For payment by credit card, you must provide Freie Universität Berlin with the name of the card, your 16-digit credit card number, the name of the credit card holder, the expiration date of the card and the 3-digit card verification number, which you can find printed on the back of the card right after the 16-digit card number. If the name of the credit card holder does not match the name of the participant, we shall need the full address of the credit card holder.

3. Contents and objectives of the program

The course listing, contents, and objectives are published on the official websites of both program providers, that is www.fubis.org for Freie Universität Berlin/FUBiS and www.uni-tuebingen.de for Eberhard Karls Universität Tübingen/IES. The selection of courses is the responsibility of each participant. We therefore advise the participant to take note of any relevant prerequisites, language level requirements, workload or other aspects of the offered courses. Each participant should consider if the course contents and objectives of the offered courses correspond with his/her needs and expectations and also whether he/she possesses the necessary prior qualification for the offered courses. We recommend that participants contact their advisor prior to registration.

Quality

FUBiS and IES teaching personnel are carefully selected in a rigorous screening and application process. Instructors must have demonstrated outstanding competence and experience in their particular discipline. Furthermore, Freie Universität Berlin and Eberhard Karls Universität Tübingen guarantee that all courses, corresponding to their content, will be carried out in a professional manner and are in fulfillment of the stated objectives. A course and program evaluation and assessment procedure is in place.

Transcript

Every student receives an official transcript at the end of the program. The transcript lists the duration of the program, the course titles, the number of contact hours, the number of ECTS credits earned, and the grades. Please note that credits can only be awarded if the student is currently / has been enrolled at a university.

Location

The program and all courses are held in one of the campus facilities of Freie Universität Berlin and Eberhard Karls Universität Tübingen. A transfer to a non-university site due to unexpected unavailability of space may occur under certain circumstances.

Number of participants per course

The maximum enrolment shall not exceed 18 students.

Language Proficiency

The courses are taught in English. Language proficiency on an advanced Intermediate level (*Mittelstufe II*) is a necessary prerequisite for participation in these courses.

4. Cancellation/Refunds/Changes

Participants have to inform FUBiS in writing about cancellation. In case of a cancellation received until the extended registration deadline (April 30, 2018; see 1.), the participant receives a refund of course tuition fees and (if applicable) of insurance organized or mediated by FUBiS and IES. A partial amount of the program fee (400 Euro) and payments for accommodation are non-refundable. No fees of any kind are refunded in case of a cancellation received after the extended registration deadline (April 30, 2018; see 1.). In this case, participants are requested to contact FUBiS via email at fubis@fubis.org.

As the program is an intensive short-term study abroad program, there is no drop and add period and a class change is not possible. Should a student decide to drop a class, the rules and regulations for cancellation apply.

5. Accommodation

Freie Universität Berlin and Eberhard Karls Universität Tübingen – like most German universities – do not own any student dorms or housing facilities. Freie Universität Berlin and Eberhard Karls Universität Tübingen arrange appropriate off-campus accommodation for the duration of the 4-week program. Students taking part in the program will stay in single rooms at student dorms or stay with a host family as an integral part of the program. Information about the housing type in both locations is published on the [FUBiS website](#) and the [IES website](#). Placement is subject to availability. Should a given housing option not be available at either location, FUBiS and IES will arrange for adequate alternatives.

Please note that Freie Universität Berlin and Eberhard Karls Universität Tübingen only serve as an intermediary between students and the housing provider in each location. Freie Universität Berlin and Eberhard Karls Universität Tübingen are not liable for any agreement between the two parties of renter and landlord. Please note that your lease will be short-term. In Germany, it is customary that short-term leases are relatively more expensive than long-term leases - one can expect to pay more than twice as much for a short-term stay. Cost advantages that Freie Universität Berlin and Eberhard Karls Universität Tübingen might be able to negotiate with housing providers are passed on to the student.

In case of a cancellation, a refund of payments for accommodation is not possible.

6. Copyrights and Rights of Use

Within the scope of the program, photos of the participants are taken at events (welcome events, excursions, teaching situations, farewell events, and special events if applicable). These photos are possibly distributed and/or published by FUBiS and IES on their website, on social networks like Facebook, Twitter, Weibo, or Instagram, in study abroad online portals as well as in print media for publication purposes and/or advertising purposes. Should a participant not desire any photos, it is his/her responsibility to inform the respective photographers commissioned by FUBiS or the FUBiS team accordingly.

Freie Universität Berlin and Eberhard Karls Universität Tübingen reserve all copyrights to any materials distributed to participants. No materials or content thereof may be copied, sold or used for third parties without explicit prior approval by FUBiS and IES. Each participant receives all documentation and materials for personal use only.

Insofar as the program participants submit photos to FUBiS and/or IES (also within the scope of a photo contest organized by FUBiS and/or IES on Facebook if applicable), the following applies:

Upon submission of photos to FUBiS and/or IES, the program participants assure that these were created by themselves without the assistance of originator or ancillary copyright legally protected services of third parties. The participants assure that they can freely dispose of their photos in relation to the copyright usage rights.

If one or several individuals are recognizable in the photos, the persons concerned have to agree that the respective photo is made publicly accessible. The participants will confirm the preceding in writing on request by FUBiS and/or IES.

The participants further assure that through the utilization of the submitted photos according to the following provisions, no copyright, ancillary copyright, privacy or other rights of third parties are violated. Should any third parties still assert claims for infringement of their rights, the participants indemnify FUBiS and IES against all claims.

By submitting photos, the participants grant for the respective photos free of charge non-exclusive usage rights to Freie Universität Berlin and Eberhard Karls Universität Tübingen – unrestricted in terms of space, time and concerning the contents – for presentation purposes and/or advertising purposes in connection with the program.

The preceding use by Freie Universität Berlin and Eberhard Karls Universität Tübingen is not guaranteed. Freie Universität Berlin and Eberhard Karls Universität Tübingen are not obliged to make use of the photos.

Freie Universität Berlin and Eberhard Karls Universität Tübingen have the right to be named as the source for the photos used within the scope of the granted usage rights, and the participants agree to waive a separate copyright or photographer notice.

7. Force majeure and acts of God

Cancellation of a course or other aspects of the program as a result of illness, acts of God or otherwise unforeseeable events or developments may occur. In such a case, participants are not entitled to having such courses or other aspects take place.

8. Severability clause

If any provision of these terms and conditions is held by any competent authority to be invalid or unenforceable in whole or in part, the validity of the other provisions of these terms and conditions and the remainder of the provision in question shall not be affected.

9. Privacy policy

Each participant agrees to the storage and use of personal data for the fulfillment of the agreement. Personal data storage protection is governed by Federal German Data Protection Act. Participants' personal data will not be made available to third parties.

10. Place of jurisdiction

The laws of the Federal Republic of Germany shall apply to these terms and conditions, and the parties agree to Berlin (Germany) as the place of jurisdiction.

Last updated: April 16, 2018