

Conditions of Participation

Registration, confirmation and payment

Your registration will be considered accordingly. You thereby commit yourself to the payment of the participation fee.

Acknowledgment of Registration

After we have received your registration, we will send you a confirmation letter of your registration. Please check it in regard to the correctness of your personal data and booked seminars.

Seminar documents, location

After the registration deadline you will receive

- Your confirmation of participation with detailed information
- your fee notification and
- further documents (e.g. access data for the seminar, etc.).

Participation fee

The participation fee is due before the start of the seminar. Discounts are granted according to the programme-specific conditions. You can either transfer the participation fee or you can use the direct debit procedure, after we issued the fee notification. Please send us the direct debit authorization form once.

Any chargeback or cancellation fees will be charged to you. We charge a fee of € 30 for changes after the fee notice has been issued in accordance with the State Fee Regulations No. 1.6.6.

Cancellation of the seminar registration

- You are obliged to inform us on your cancellation of the seminar in written form (letter, e-mail).
- No participation fee is due for cancellations made by the registration deadline.
- For cancellations made after the registration deadline, 50 % of the participation fee will be due.*
- In the event of cancellations less than seven days before the start of the seminar or in the event of non-attendance, the full participation fee will be due.

The above regulations also apply in the event of illness. Of course, a substitute for the registered person is possible, as long as the substitute fulfils the advertised requirements.

Take up again on missed seminars

For our Certificate of Advanced Studies (CAS), it is not possible for the participant to take up again a booked event at a later date. However, the organizer may, at its reasonable discretion, exceptionally permit a make-up by agreement in text form in

accordance with § 126b BGB (e-mail is sufficient). This does not constitute a claim to take up the booked seminar at a later date.

Cancellation of seminars and changes

A minimum number of participants is required for a training event to take place. In case of a low number of participants by the time of the deadline, the training is subject to cancellation. We ask for your understanding. In exceptional cases, a change of lecturer or other changes to the course schedule may be necessary. Changes of this kind do not entitle the participant to withdraw from the course or to a reduction in the participation fee.

Liability

Liability of JGU and its vicarious agents is excluded for damages of a material, immaterial or non-material nature. This does not apply in the event of injury to life, limb or health or if the damage was caused by gross negligence or intent on the part of JGU or its vicarious agents.

Data protection/data storage - Note according to Art. 13 DSGVO

The storage and processing of participant data is carried out in compliance with the German Data Protection Regulation (DSGVO). The participant data will be stored electronically in the form of name, address of the place of residence or employer, communication data and, if applicable, bank details and processed within the scope of the purpose of the contractual relationship existing with the participant. It is assured that the transmitted data of the participants will be treated confidentially and stored exclusively for our own purposes. In particular, this data will not be transmitted in any way to unauthorised third parties for commercial purposes.

*) For seminars in the 'Studieren 50 Plus' and 'Lehrkräftefortbildung' programmes, 50% of the participation fee, but at least € 30 in accordance with No. 1.6.6, will also be charged in the event of cancellation after the registration deadline.