

Binding application



Deutsche
Sporthochschule Köln
German Sport University Cologne
Universitäre Weiterbildung

I would like to register for the following course and agree to the terms and conditions:

Please complete all sections fully and write legibly.

European Handball Manager

2019/2020 (ENGLISH INTAKE)

Course title/date

Course title/date

☐ Ms./Mrs. ☐ Mr.

Title, surname, first name

Job title

Address

Zip code, town, state

Email (necessary for the confirmation of the course registration)

Telephone

Mobile phone

Date of birth

Place of birth

☐ I would like to pay in installments (5 x 1.000 €; Jul 18, Oct 18, Jan 19, Mar 19, May 19).

After the deadline has closed, the Examination Board will decide on registration for the certificate programme and inform you. The course fee must be transferred to the account of the German Sport University Cologne before the course begins. The bank transfer details are on your application confirmation.

Date

Signature of the participant

Application

by post: Deutsche Sporthochschule Koeln
Universitaere Weiterbildung
Am Sportpark Muengersdorf 6
50933 Koeln
Germany

via e-mail:

weiterbildung@dshs-koeln.de

or by fax:

+49 221 4982-7720

Terms and Conditions

Date 15th November 2016

1. Eligibility for participation

Any person is eligible to participate in courses offered by the Department of Further Education. Minors must include a declaration of consent from their legal guardian in their application. If courses stipulate certain admission requirements, participants must fulfil these. The admission requirements are stated in the course descriptions. Participation in all practical courses is only permitted if the applicant has completed a health check-up prior to commencement of the course. If too few applicants register for the course, the German Sport University Cologne (hereafter "GSU") reserves the right to cancel the course.

2. Application

Applications for courses can be made by handing in or sending the properly completed application form, including all necessary certificates. By signing the applicant acknowledges the terms and conditions. No later than the expiry of the application deadline will the applicant receive written confirmation whether the minimum number of people have applied and whether the course will take place or not. If there are not enough places on a course, the unsuccessful applicant will be notified immediately. Applications will be considered in the order in which they are received. The application is binding subject to the provisions of No. 4.

3. Fees

The costs for the courses can be found in the course descriptions. The fees must be transferred on to the account of the German Sport University Cologne no later than when the course commences. Fees do not include the participant's board or lodging. Lunch is included only for single, specifically indicated events. A discount in the fees for external students, unemployed persons and apprentices/trainees is only given if the respective status exists during application. A discount for SpoHo.Net PLUS members can only be given on the basis of a membership which was taken out a minimum of one year before. The application then needs to be accompanied by a respective proof of status or this proof is handed in later. If a course is cancelled at short notice and cannot be held at a later date, the fee already paid will be refunded. Any further claims to costs for travel etc. are not permitted.

4. Cancellation

Participants may withdraw from courses without giving reasons. This must be given written text. Withdrawal is exempt from charges within 8 weeks of the commencement of the course. Cancellations up to 3 weeks before the commencement of the course are subject to a charge of 20% of the course fee of at least €20. Cancellations later than 3 weeks prior to commencement of the course will be subject to a charge of 50% of the course fee. Participants may show proof of damage on the part of the GSU Cologne or that this damage was considerably lower than the cancellation fee. The cancellation fee will not be charged if the participant can prove a breach of duty on the part of the GSU Cologne. If the participant withdraws from the course after it has commenced, he/she will be charged the full cost of the course. Non-attendance of the course, regardless of the point of time, does not exempt the participant from the obligation to pay. No charge will be made if the participant can find an authorized substitute within 3 days of the commencement of the course and the aforementioned substitute has handed in a binding application in accordance with number 1 of the principal terms and conditions. The cancellation of the original participant is to be carried out in written text. The original participant and substitute are responsible for their own financial

settlement of the fee paid. If the participant is unable to find an authorized substitute and his/her non-attendance is due to ill health and if he/she has medical certificate stating such, the course fee is lowered to 50% of the original fee.

5. Liability

The GSU Cologne and its employees are only liable for willful intent and gross negligence – except in the case of injury to health, body or the life of a participant and the duty to carry out the course. The participants are responsible for their own insurance coverage.

6. Data protection

Name and addresses of participants are handled solely for the purpose of the execution of the further education course, for accounting purposes and for passing on information about future courses.

7. General information

If participants are absent for more than 10% of the lessons of the course as well as missing the integrated practical units the Department of Further Education reserves the right not to award a certificate to a participant. This is also the case if the participant fails parts of the examination. The content, schedule and dates of the further education courses as well as the assignment of speakers and instructors can be changed by the Department of Further Education whilst keeping the overall character of the course. Work documents and the computer software used are protected by copyright. Copying or any other kind of acts of duplication are only permitted after prior permission of the copyright holder.