

Terms and conditions – Short-term programmes

Once application is submitted, the applicant is subject to these terms and conditions which affect application, payment terms, cancellations, postponement and non-attendance.

Refunds and cancellations

The programme has a minimum required attendance level of 20 participants coming from diverse Universities. EM Normandie reserves the right to cancel or postpone the project if too few enrolments are received or due to circumstances beyond EM Normandie's control. EM Normandie will not accept liability for costs incurred by participants or third parties as a result of the project being cancelled or postponed. EM Normandie will not accept liability arising from any modification or amendment of course contents or venue. If the minimum number of applications will not be reached, EM Normandie will refund the programme's fee, which does not include the registration costs (€ 150).

In the case that a participant wishes to cancel her/his enrolment, she/he must inform EM Normandie in writing. If sending such notice by letter or email participant is advised to keep evidence of the day it was sent.

If a participant wishes to cancel her/his registration, the following rules apply:

- More than 8 weeks before programme starts: € 150 of the fee will be retained (registration costs)
- 8 weeks before programme starts: 50% of the programme fee will be retained
- 6 weeks before programme starts: 75% of the programme fee will be retained
- Less than 4 weeks before programme starts : full programme fee will be retained

The cancellation and refund provisions in this section apply irrespective of when an application for enrolment is submitted. Therefore, for applications made after the late admission deadline, no refund will be made.

VISA

Applicants are responsible for obtaining the required visa that enables their participation in the programme and the rejection of a visa application by the French authorities does not affect the application of these terms and conditions. The programme recommends that all applicants from outside the European Union to clarify their visa requirements with the relevant Embassy or Consulate.

The cancellation and refund provisions apply irrespective of whether cancellation is due to a failure to satisfy visa requirements in good time before the course start date or other similar reason, such as failure to apply for visa in appropriate time or delay with visa process.

Disclaimer

The programme, its organizers, staff, lecturers and teachers shall not be held accountable for any damage to personal property or for any injuries suffered by participants during the programme. EM Normandie shall not be held accountable for any damage to property or injury to persons caused by participants.

Important

In case of misbehavior, EM Normandie reserves itself the right to dismiss a participant from the programme. Misbehavior constitutes e.g. attacks and insults on other participants, staff or other third persons, drug abuse, excessive alcohol abuse. The dismissal of a participant from the programme is solely at the discretion of the organizers. Should a person be dismissed from the programme, no fee will be refunded to him / her.

Governing Law, Jurisdiction

This contract shall be governed by the laws of France. The place of jurisdiction for all disputes arising hereunder shall be the courts of ordinary jurisdiction in Le Havre, France.

By applying for this short-term programme and by agreeing to the terms and conditions, you certify that you wish to participate in the **Normandy Summer School 2018** and that you acknowledge and accept to be legally bound by its terms and conditions stated above.

I, undersigned _____ have read and agree to these terms and conditions.
(Surname, NAME as written in passport / ID)

Place and date: _____ Signature: _____