

General Terms and Conditions of Business (AGB) for the International Undergraduate Study Program (IUSP) of Philipps-Universität Marburg

The fee-based International Undergraduate Study Program is offered by Philipps-Universität Marburg.

These terms and conditions apply to all services and provisions associated with the IUSP. 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, especially this term, made before or at the time this agreement is entered into, must in any case be agreed in writing in order to have any validity.

1. Admission and Registration

Applications for admission as well as financial assistance can be made by downloading the forms at the IUSP website (www.uni-marburg.de/iusp) and mailing or faxing the forms to:

Philipps-Universität Marburg
Dezernat Internationale Angelegenheiten und Familienservice
Referat Internationale Sonderprogramme
Biegenstr. 10
35032 Marburg, Germany

Deadlines:

IUSP Fall Semester (Sept-Dec.):

General application deadline: June 15

Deposit payment deadline: July 15

Full payment deadline: September 1

IUSP Spring Semester (Feb.-June):

General application deadline: December 15 previous year

Deposit payment deadline: January 15

Full payment deadline: March 1

As soon as the application for participation has been received at the IUSP office, the participant will receive a confirmation and preliminary admission notification via e-mail, stating the participation fee and asking for the payment of the registration fee. The registration becomes legally binding by means of this email, with the first and second instalment due by the deadlines outlined above. The participant thereby accepts the payment conditions outlined below.

Each participant is required to pay a non-refundable deposit of 500 Euro no later than indicated above, depending on the semester for which the application is submitted. This deposit will count toward the total bill.

If the invoice has not been settled in full, the registration may be cancelled and the place given to another participant instead. All fees listed are applicable to each participant on an individual basis and for each individual semester.

Please note that the financial obligations as outlined in this document extend equally to students who pay IUSP directly and those whose fees are paid for them to IUSP by their home institution/education provider.

2. Method and conditions of payment

For the first instalment (registration fee) the following payment methods are accepted: bank transfer and credit card.

Payment of the second instalment (=remaining fees) can only be made by means of bank transfer. All payments must be made in Euros (€). We do not accept checks of any kind.

All fees associated with such a transfer of funds are to be assumed by the participant. Any (small) fees (less than 50 Euro) remaining on a participant's account with IUSP as a result of uncovered transaction fees or currency conversion shifts are to be taken care of by means of cash payments on-site after arrival. Larger unpaid amounts would need to be covered via a bank wire.

Bank Transfer

Bank:	Sparkasse Marburg-Biedenkopf
Address of bank:	Universitaetsstrasse 10, 35037 Marburg, Germany
Account Number:	108
German bank code (BLZ):	533 500 00
Account holder:	Philipps-Universitaet Marburg
IBAN:	DE 30 5335 0000 0000000108
BIC:	HELA DE F1 MAR

Please always include your name and "payable to 67003075" on the transfer slip.

Applicants coming for a college or university that has developed a cooperative arrangement with us whereby it takes care of all transfer of funds to our account should check with their Study Abroad office before initiating any transfers by themselves.

3. Contents and objectives of the IUSP program

The contents and objectives of the individual courses in the program are available on our official website: <http://www.uni-marburg.de/iusp>. The selection of courses is, in the end, the responsibility of each participant. We therefore urge you to take note of any relevant preconditions or other aspects of a course. Each participant should consider especially whether the contents and objectives of a given course correspond with his/her needs and expectations and also whether he/she possesses the necessary prior qualification for a course.

Quality

IUSP guarantees that all courses, corresponding to their content, will be carried out in a professional and competent manner and fulfil the stated objectives. Content and quality of all tutorials, as well as the number of academic credits that can be earned, are monitored by the IUSP.

Transcript

When a participant fulfils all requirements of a course, he/she receives an official transcript of Philipps-Universitaet Marburg at the end of the IUSP. It is the responsibility of each participant to ensure that he/she has acquired prior approval at his/her home institution for participation and subsequent transfer of credits. The

Philipps-Universität Marburg as a whole and IUSP in particular carry no responsibility for any failure to do so on the part of any participant.

Location

Unless announced otherwise in advance, all courses are held in one of the campus facilities of Philipps-Universität Marburg. Relocation to a non-university site, due to unexpected unavailability of space, may occur under certain circumstances.

Number of participants per course

Enrolment for each German language class is limited to 15. The number of participants per accompanying tutorial for subject courses is limited to 20.

Excursions and field-trips

Up to three multi-day off-site excursion, in addition to course-related local field-trips and several cultural activities, form an integral part of each semester's program. Any additional activities and travels undertaken by participants that do not form an official part of the program will be considered the participants' own expense.

4. Copyright

The IUSP retains full copyright regarding all materials distributed among participants. All materials or contents thereof may not be copied, sold or used for third parties without explicit prior written approval by IUSP. Each participant receives all documentation and materials only for personal use.

5. Cancellation/Refunds/Changes

Cancellation of participation in the IUSP is possible in principle, subject to the following conditions:

The 500 Euro deposit cannot be refunded at any point after they have been paid; they are subtracted from any refunds as described below, along with any bank fees applicable to the reimbursement of monies paid. In case of cancellation before the start of the program, the participant receives a Program Fee refund. All participants are strongly recommended to consider taking out their own cancellation insurance when applying and registering for IUSP.

IUSP classes are subject to changes in the official course catalogue of Philipps-Universität Marburg. Should a class cancellation be necessary, the affected participants will be notified and transferred to another available course. If no solution along these lines is possible for an applicant, he/she may cancel his/her participation in the IUSP program free-of-charge and receive a full refund of all fees paid up until that point.

Participants may change courses in the first week after the start of the program, but always subject to the customary DROP/ADD rules and deadlines issued by their own home institutions.

6. Insurance

IUSP does not provide any health, accident or liability insurance for participants. All participants must present a proof of health and accident insurance upon enrolment. Liability insurance is left to each participant's own judgement, but is highly recommended by IUSP.

7. Force majeure and acts of God

Cancellation of a course or other aspects of the IUSP 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 or carried out.

8. Privacy policy

Each participant agrees to the storage and use of personal data for the fulfilment of the agreement of participation within the framework of the legal provisions of the Federal German Data Protection Act. Participants' personal data is not made available to third parties.

9. 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.

10. 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.