

## **Intercultural Trainer Academy January 15<sup>th</sup>-26<sup>th</sup>, 2024**

### **General Terms and Conditions**

#### **Participation Conditions**

Only fully completed registration forms will be accepted. The registration will only be confirmed upon receipt of payment of minimum 50% of the tuition fee. The remaining 50% of the tuition fee needs to be transferred by 14<sup>th</sup> of December, 2023, at the latest. Participants can also decide to pay the full amount in one transfer. Please ensure that the full tuition fee is received on our account. Please be aware that banks both in the country of origin and destination of the transfer usually charge international transfer commission which needs to be covered by participants.

If the maximum capacity of participants is reached, the organizers reserve the right to refuse any further registrations.

The fees for training courses are specified in the program and on the registration forms belonging to the event. All prices are exempt from VAT according to § 4 No. 22 letter a UStG because of instructional nature. InterCultur gGmbH can refuse the participation in training courses and the issuance of the evaluation documents if the participant is in arrears with his\*her payment obligations.

#### **Cancellation Policy**

Notification of cancellation must be made in writing via email to the organizers. The notification must include all the relevant information regarding the bank account to which the refund will be remitted. Registrants are responsible for cancelling their own travel and accommodation reservations. The organizers do not accept liability for travel or accommodation costs.

#### **Cancellation Fees**

If the written notification of cancellation is received by 14<sup>th</sup> of December, 2023, 75% of the total tuition fee for the Intercultural Trainer Academy will be reimbursed.

We regret that no refunds will be made for cancellations after 14<sup>th</sup> of December, 2023. Refund requests will only be processed after the Intercultural Trainer Academy.

#### **Cancellation of the Intercultural Trainer Academy**

The event may be postponed, cancelled, or downsized due to extreme weather, industrial action, force majeure or any event beyond the control of the organizers. In the case of postponing, cancelling or downsizing the Intercultural Trainer Academy the organizers will immediately inform all the registrants by email. In case of cancelling the Intercultural Trainer Academy, the registrants are entitled to a full refund of the paid fees.

The organizers cannot be held responsible for any cost, damage or expenses which may be incurred by the registrant as a consequence of the event being postponed, cancelled, or downsized.

#### **Modification of the Program**

The Intercultural Trainer Academy organizers reserve the right to modify the program. We shall strive to organize the Intercultural Trainer Academy as published but the scheduled lecturer and trainers cannot be guaranteed.

#### **Training Material**

All teaching materials are protected by copyright. The participant is granted a single, non-transferable right of use exclusively for their benefit and the purpose of further education and training. Any dissemination or reproduction - even in part - is not permitted. Any use of the documents beyond the purpose of further education and training is only permitted with the approval of InterCultur gGmbH.

The restrictions as mentioned above on the use of teaching materials also apply to sample material made available for training and other educational purposes.

### **Trainings Platform**

In the case of online training, the participant is obligated to keep the username and password for access to the online platform secret and to protect them against misuse by third parties. Activities that take place beyond the participant's access are the responsibility of the participant.

### **Data Protection**

InterCultur gGmbH complies with the Data Protection Regulation and the Federal Data Protection Act. Details on data processing are listed in the privacy policy of InterCultur gGmbH. <https://intercultural-trainer.org/privacy-policy/>

### **Lecturers**

There is no entitlement to have a specific lecturer teach a course, and this also applies if this lecturer was announced by name in advance. InterCultur gGmbH will ensure that all lecturers have the appropriate qualifications to adequately convey the training contents.

### **Liability and Insurance**

The organizers will not assume any responsibility whatsoever for any damage or injury to persons or property during the Intercultural Trainer Academy. Participants are strongly encouraged to arrange personal travel and health insurance during their stay in Bremen, Germany.

### **Information on Online Dispute Resolution**

The European Commission has created an internet platform for online dispute resolution. The platform is a contact point for extrajudicial settlements of disputes regarding contractual obligations arising from online purchase agreements. Customers can reach the platform on: <http://ec.europa.eu/consumers/odr/>.