

## Terms and Conditions

### **IMPACT: Center against Human Trafficking and Sexual Violence in Conflict**

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The ***Justice for victims of conflict-related sexual violence and human trafficking Summer and Winter Schools*** are organized by Impact: Center against Human Trafficking and Sexual Violence in Conflict (hereafter Impact) in cooperation with Tilburg University Outreaching Honors Program.

The Summer and Winter Schools are part of the Outreaching Honors Program (<https://www.tilburguniversity.edu/students/studying/additional-education/outreaching>). The course curriculum and participant registration is coordinated by Impact.

#### ENROLLMENT AND PAYMENT OF COURSE FEE

1. Applications to enrol in the course can only take place via the Impact website by submitting the completed registration form followed by payment of the course fee.
2. By submitting the registration form, the participant agrees to pay the course fee, communicated as a condition for his or her acceptance on the course and will make this payment by bank transfer within 14 days of receipt of invoice from Impact. Note that the course fee includes a non-refundable administration fee of € 100.
3. The participant will have 14 calendar days after submission of the registration form to cancel his registration free of charge.
4. By submitting the application form, the participant declares to have read these regulations and in addition declares himself/herself in agreement with its contents.
5. By submitting the application form, the participant declares to meet the entry requirements for the course as provided on the website: [www.impact-now.org](http://www.impact-now.org), including sufficient knowledge of the English language to participate actively in the course.
6. Registration for the courses close on the dates given for each Winter or Summer School on the website. Should registration deadlines deviate from this, it will be mentioned on the website.
7. The reception date of the full payment (course fee) will be considered as the registration date.
8. When a student does not complete their payment before the early bird deadline – as communicated on the website - they will no longer be eligible for the early bird discount.

#### PLACEMENT AND ADMISSION

9. In the event that the number of registrations exceeds the number of available places, registration will occur on a first come first serve principle (based on the date of reception of the full payment, as described in article 7).
10. Impact reserves the right to test the participant's starting level in order to assess whether it fits the level of the course and to select students based on other admission criteria such as CV and

motivation letter. If Impact finds that the starting level is insufficient, Impact may decide not to admit the participant to the course. The application procedure will occur on a first come first serve principle (based on the application date).

11. Applicants have to meet Impact's minimum age requirements. The minimum age to participate in Impact's Summer or Winter School is 17. In order to be admitted, a student should turn 18 in the year the School is taught.

#### CANCELLATION BY THE ORGANISERS

12. In the event of an insufficient number of participants, the organisers reserve the right to cancel a course. Impact aims to inform participants of a cancellation due to an insufficient number of participants as soon as possible, and at the latest, 7 working days after the registration deadline.

Admission is final once the participant has received an e-mail which explicitly mentions the admission being final and that the course will take place. This e-mail will be sent as soon as possible, and at the latest, 7 working days after the registration deadline. No other means of communication will be acknowledged as a confirmation of final admission. Completion of registration does not equal a confirmation of final admission.

All actions of or on behalf of the student in preparation of his or her presence during a Tilburg University Winter or Summer School course at the campus of Tilburg University (travel arrangements, housing) are the sole responsibility of the participant. Impact cannot be held liable for costs made before either cancellation of or confirmation of final admission to the Impact Winter or Summer School.

13. If in the opinion of the organisers placement or admission is not possible (as described in article 10), or if the organisers have cancelled the course, the registration will be voided. Any fees already paid will be reimbursed as soon as possible without any costs (a banking fee of € 35 for non-EU students will not be reimbursed), at least within two weeks after cancellation of the course. The participant shall **not** be entitled to a refund for any related costs incurred.

14. Impact retains the right, at all times, to make adjustments to the programme and venue of the course. Please be advised that the topic or timing of individual sessions as announced in advance may be subject to change. Revisions to the programme or cancellation of individual sessions does **not** create any entitlement for participants to a refund of the course fee. Similarly, the provisional course venue might be altered to another venue. This change does **not** create any entitlement for participants to a refund of the registration fee. In case of an online course, the "venue" cannot be changed and the course will always take place online.

#### CANCELLATION BY THE PARTICIPANT

15. Costs will be owed in the event of cancellation or if the participant interrupts the course or ends it prematurely. These costs are as follows:

Registration is considered final after full payment as described in article 7. If the participant cancels at any time after the registration date (see article 6) any fees will **not** be reimbursed.

16. Obtaining an appropriate visa (to attend a Winter or Summer School on the campus of Tilburg University) is the student's personal responsibility. Costs for a visa are not included in the course fee. Failure to obtain a visa does not exempt the students from his/her payment obligations as described in article 15.

17. Cancellation with the right to a refund, except administration costs € 100 (excluded a banking fee of € 35 for non-EU students) is only granted in the following situations and after submission of written proof:

- \* Death of a family member in the first degree (parents, siblings, children), or
  - \* Hospitalization of the course participant.
- Refund will be done within two weeks after the request has been granted.

Refund requests for cancellations for other reasons than stated above will be decided on by Impact.

18. In case of illness, payment obligations as described in article 15 apply.

### TERMS OF ARRIVAL

19. Impact is not responsible for providing accommodation of any kind to Winter and Summer School participants. However, Impact will provide suggestions of accommodation possibilities. This is an extra service, free of charge, which can be requested upon registration, but no rights can be derived from this request. It is the student's sole responsibility to arrange his/her accommodation. Costs for accommodation and travel are not included in the course fee.

### FACILITIES

20. Payment of the course fee entitles the participant to attend all days of the Impact Summer or Winter Course. It is not possible to register only for part of the programme (i.e. there is no separate day fee).

21. Participants will be provided with a copy of the course programme, participants' list and any other materials and assignments that are needed during the course sessions. These materials are included in the course fee.

22. Participants are entitled to a Certificate of the Impact Summer or Winter Course if they are present during all sessions of the course. Attendance will be taken at the start of each morning and afternoon session.

### INTELLECTUAL PROPERTY RIGHTS

23. Intellectual property rights for the syllabus and online educational materials rest with Impact. All course materials are available to all participants for the purpose of the course and for non-commercial research and education. Commercial use of materials is prohibited.

### PRIVACY POLICY

24. The personal data you provide for your application for the Impact Summer or Winter School is being processed in accordance with the privacy policy of Impact ([www.impact-now.org](http://www.impact-now.org)).

25. The personal data is processed only for the purpose of your participation in the Impact Summer or Winter School. Applicants and participants information may be shared with, amongst others, other participants in the event as well as Impact's partners and facilitators of the event.

### COMPLAINTS PROCEDURE

26. For any concerns or complaints, you can write directly to [info@impact-now.org](mailto:info@impact-now.org). Your complaint will be dealt with confidentially and you will receive an official response within a 4-week period. If not satisfied, a staff member of the Outreaching Honors Program of Tilburg University (Anna Meijknecht; e-mail: [A.K.Meijknecht@tilburguniversity.edu](mailto:A.K.Meijknecht@tilburguniversity.edu)) will serve as an independent third party, within a subsequent 4-week period. Their ruling will be final for all

parties concerned. In case a longer period of time is needed to investigate the complaint, you will be notified within 2 weeks time following the complaint with the independent third party, with an explanation why this is the case. All complaints filed will be kept for a minimum of 1 year and a maximum of 2 years.

#### FINAL PROVISIONS

27. Impact aims to answer questions about the Summer School, including of an administrative nature, within 5 working days following receipt of the e-mail.

28. In the event of default on the part of Impact the compensation will never be more than the course fee.

29. Failure to obtain a passing grade for a course does not warrant any claims for reimbursement of course fees. For more course information and information about examination you can visit: [www.impact-now.org](http://www.impact-now.org).

30. In those cases for which the terms and conditions of registration do not provide, the organisers will decide in reasonableness and fairness.

31. The laws of the Netherlands apply to the agreement between Impact and the participant. Any disputes resulting from the agreement between the participant and the organisers that cannot be resolved in mutual consultation will be brought before the competent court in the Netherlands.