

**Please note that the present document is a translation from the original German text and has been provided for comprehension purposes only. The original German version will prevail in all instances.**

## Terms and Conditions for attending individual course units from CAMPUS 02's degree programmes as part of the Life Long Learning programme.

### 1. Scope of application

The present Terms and Conditions are valid for the attendance of individual course units from CAMPUS 02's degree programmes as part of the Life Long Learning programme. By registering for a course unit, the Participant expressly agrees to the present Terms and Conditions and is bound to them.

### 2. Registration

As regards information for individual course units and registration, the respective head of degree programme is to be contacted.

By registering, the Participant expressly agrees to the IT-based processing of his/her personal data for degree programme-related purposes as well as to the distribution of his/her personal data in accordance with applicable laws and regulations (e.g. Education Documentation Act (*Bildungsdokumentationsgesetz*)).

### 3. Tuition fee

In accordance with § 4 of the University of Applied Sciences Studies Act (*Fachhochschul-Studiengesetz, FHStG*), The Participant of individual course units is considered a non-degree programme student. The tuition fee depends on the number of course units, which are measured in ECTS credits. Tuition fees for course units from business Bachelor degree programmes are € 150 per ECTS credit, while course units from all other degree programmes are € 166.67 per ECTS credit.

Non-degree programme students are members of the Austrian National Union of Students (ÖH) and are obliged to pay the ÖH's contribution.

### 4. Payment

All tuition fees as stated above (3) shall be paid by the agreed date and according to the information on the invoice.

## **5. Number of participants**

The maximum number of participants per course unit is defined by the heads of the degree programmes while ensuring the quality of teaching.

## **6. Withdrawal**

Cancellation of registration is to be addressed to the heads of the degree programme in written form. The cancellation is valid once the written withdrawal statement has been received by the degree programme. In the event of cancelling within one week before the first class, the cancellation fee amounts to 50 % of the tuition fee; in cases of cancellation on the first day of class or later, the cancellation fee amounts to 100 % of the tuition fee. By provision of a suitable replacement, cancellation fees are not charged.

## **7. Confirmation of attendance/Certificate**

A confirmation of attendance is issued for individual course units under the condition that the prescribed attendance requirements of the respective course unit are met in addition to attendance requirements as prescribed in CAMPUS 02's General Examination Regulations.

The Participant that fulfils the admission criteria of the respective degree programme has the right to take part in performance assessment (tests, exams, homework, etc.). CAMPUS 02's General Examination Regulations are applied here.

At the request of the Participant, a certificate showing assessment results and the respective ECTS credits can be issued upon successful completion of the course unit.

## **8. Place of jurisdiction**

Place of exclusive jurisdiction for all disputes arising from this contract is Graz, Austria.