GENERAL TERMS AND CONDITIONS RADBOUD SUMMER SCHOOL 2019

The Radboud Summer School is part of Radboud University in Nijmegen, The Netherlands. The summer school is intended for both international and Dutch students at Bachelor’s, Master’s or PhD level. Some of the courses accept Postdocs and/or professionals. In this document we refer to all participants of Radboud Summer School as students. The terms and conditions below apply to all summer courses offered by Radboud Summer School.

1. Application
1.1. Students can apply for Radboud Summer School by filling out the online application form. Incomplete applications will not be processed. Students are officially enrolled once they have paid the fee completely.
1.2. Students who submit their application, agree with these general terms and conditions of the Radboud Summer School.
1.3. The application deadline for courses which will take place in July 2019 is May 1, 2019.
1.4. The application deadline for courses which will take place in August 2019 is June 1, 2019.
1.5. If there are still course places available after the deadline the course leader, in consultation with the Radboud Summer School organization, may decide to extend the application deadline.

2. Admission requirements
2.1. For all summer courses the same English language requirements apply: IELTS 6.0, B2, TOEFL 550 or equivalent.
2.2. Students do not need to provide a language test result, however if on the basis of the application doubts remain about the English language level, Radboud Summer School reserves the right to ask for additional documents and/or a telephone/Skype interview.
2.3. Radboud Summer School is not responsible for any inconvenience or failure to attend due to the student’s lack of English language proficiency.
2.4. Each summer course has its own entry requirements, which are defined in the course description on the individual course pages on the website of Radboud Summer School.
2.5. If Radboud Summer School decides that the student does not comply with the admission criteria of the course, Radboud Summer School will not accept the application.
2.6. Radboud Summer School reserves the right to request additional documents if needed for the selection process.

3. Selection and placement
3.1. Applications are considered on the basis of first come first serve.
3.2. If a student is accepted by the course leader, the student will receive an invoice by e-mail. After the fee has been paid the student is officially enrolled in Radboud Summer School.
3.3. If the selected course has filled up before the student has paid, the student will be notified and the application will be put on hold until further notice.
3.4. If the course has filled up at the same time the student has paid, the student will be notified and the fees will be reimbursed or the student will be placed on a waiting list.
4. **Payment procedure**

4.1. The fee can be paid with the following options:

- Visa credit card or Master credit card. The student will receive an email with payment instructions. If a student does not own a credit card, the fee can be paid by international bank transfer. The student needs to send an email to radboudsummerschool@ru.nl to receive the bank details of Radboud Summer School. All costs required for the bank transfer have to be paid by the student.
- IDEAL. The student will receive an email with payment instructions.
- Invoice to home university or company. This type of payment method takes longer to process. It may impact the chances of the student being admitted due to limited places per course. This payment method is only available for applications received before the 1st of April.

4.2. Radboud Summer School strongly advises students to pay the fee within 10 days after receiving the invoice to claim a seat in the course. See also 3.2.

4.3. If a student participates in a summer school course without having registered or paid, Radboud Summer School is authorised to remove this person from the course immediately.

5. **Cancellation policy**

5.1. Cancellation by student

The following cancellation policy applies after registering for a course:

**Courses in July 2019:**
- 5.1.1.1. Cancellation before April 1, 2019: 90% refund
- 5.1.1.2. Cancellation before May 1, 2019: 50% refund
- 5.1.1.3. Cancellation on or after May 1, 2019: no refund

**Courses in August 2019:**
- 5.1.1.4. Cancellation before May 1, 2019: 90% refund
- 5.1.1.5. Cancellation before June 1, 2019: 50% refund
- 5.1.1.6. Cancellation on or after 1 June 2019: no refund

The refund applies to the course fee, and if applicable also to the housing and social programme fee.

Students who withdraw during the course are not entitled to a refund.

5.2. Cancellation of a course by Radboud Summer School (status course = open)

Radboud Summer School will inform students no later than 10 days after the application deadline (10 May 2019 for July courses and 10 June 2019 for August courses) if a course is cancelled due to a lack of interest.

If Radboud Summer School cancels the course, the student will receive a 100% refund of the Radboud Summer School fee. Radboud Summer School is not liable for refunding other expenses made by the student, such as travel arrangements or visa applications. The student is advised to wait with making travel arrangements until Radboud Summer School has confirmed the start of the course.

5.3. Cancellation by Radboud Summer School (status course = confirmed)

If Radboud Summer School has to cancel a course after the student has received confirmation that the course will start, Radboud Summer School will try to provide the student with an alternative course or give a reasonable refund.

6. **Housing**

6.1. **July 2019:** Radboud Summer School has made special arrangements with some of the hotels in Nijmegen. After the student has been admitted to a course in July, the student will receive an email with the different options and discounts available. The selected hotels have a limited amount of rooms available with special rates/conditions for summer school participants.

6.2. **August 2019:** Radboud Summer School provides students the opportunity to book a room in a student accommodation for the duration of the summer school. Booking a Radboud accommodation is not obligatory and the housing fee is not included in the course fee. Please note that the accommodation is limited and is reserved on first come first serve.

6.2.1. Students who want to book a room in a student accommodation will need to sign the rental contract upon registration at the Radboud Summer School. The contract includes the rules and regulations, which can also be found on our website: [http://www.ru.nl/radboudsummerschool/practical-matters/vm/basic-rules-accommodation-2019/](http://www.ru.nl/radboudsummerschool/practical-matters/vm/basic-rules-accommodation-2019/)

6.2.2. In carrying out our services, it could be necessary that we share the information you have provided via this form with the SSH& (who is in charge of the student accommodation)
6.2.3. The accommodations meet the following minimum criteria:

6.2.3.1. Single room.
6.2.3.2. The room will be furnished with a bed (including mattress, blanket/duvet, pillow and bed linen), cupboard, desk and chair.
6.2.3.3. Shared facilities include a kitchen, shower/bathroom and toilet.
6.2.3.4. Internet access (Ethernet, no wifi).
6.2.3.5. Please note that the summer school do not provide towels, kitchen utensils or breakfast.
6.2.3.6. Radboud Summer School will try to book men and women in separate apartments but cannot guarantee this will be possible for all participants. It may occur that men and women have to share the facilities.
6.2.3.7. Rental period in August:
   - Sunday 4 August 2019 2 PM – Saturday 10 August 2019 10 AM or
   - Sunday 4 August 2019 2 PM – Saturday 17 August 2019 10 AM or
   - Sunday 11 August 2019 2 PM – Saturday 17 August 2019 10 AM

7. Social programme

7.1. Radboud Summer School offers students the possibility to take part in the social programme. Some of the activities are for free, these activities are mentioned on the website. For some of the activities Radboud Summer School charges an additional fee.

7.2. If, due to unforeseen circumstances, the planned activities cannot take place, Radboud Summer School will offer a reasonable alternative or reimburse the fee for that specific activity.

7.3. The cancellation policy, clause 5, also applies to the social programme.

8. Visa and Health Insurance

8.1. Students are responsible for arranging their own entry visa, if applicable.
8.2. Once a student has paid, the students can ask for an admission letter for their visa application by sending a request to radboudsummerschool@ru.nl.
8.3. Rejection of a visa application does not affect these terms and conditions, including the cancellation policy as described in clause 5.
8.4. Students are responsible for their own insurance. The insurance should cover health insurance, liabilities, and accidents that may occur during your stay in the Netherlands.

9. Certificate of Attendance and Credits

9.1. Students will be awarded a certificate of attendance upon having actively participated and successfully completed all assignments in a Radboud Summer School course.
9.2. Most of our courses will award ECTS credits. The number of credits the participant has earned will be mentioned on the certificate of attendance.
9.3. Students are responsible for making arrangements for the transfer of credits to their home university.

10. Consent photography/video material

10.1. When students compete in the photo/video competition of Radboud Summer School, students give Radboud Summer School permission to use the submitted photographs or videos for promotional purposes.

11. Code of conduct and liability

11.1. Students are obliged to abide the Radboud Summer School rules and regulations, all rules applying to the specific housing companies or event locations
11.2. Should a student be in violation of any regulations, Radboud Summer school reserves the right to terminate the participation and to refuse entry to social events or courses to the student. In case of expulsion, the students costs will not be refunded.
11.3. Radboud Summer School does not take responsibility for any damages, losses, or injuries sustained by the student while participating in the Radboud Summer School.
11.4. The agreement between the student and Radboud Summer School and these General Terms and conditions are exclusively governed by the Laws of the Netherlands.
11.5. Disputes between the student and Radboud Summer School that cannot be solved through mutual consultation will be brought exclusively before the court in Arnhem, the Netherlands.