



COURSE REGISTRATION

FUNDAMENTALS OF RENEWABLE ENERGIES

I hereby register for the online certificate course “Fundamentals of Renewable Energies”, course fee 2.900,00 EUR.

PERSONAL DATA

Form of address:	Mr.	Mrs.	Title:
First/Given Name(s):	Surname/Family Name:		
Nationality/Nationalities:			
Personal Identification Number (national identity card, passport or social security number):			
Date of Birth:	Place of Birth:		
Email:	Phone:		

BILLING ADDRESS

HOME ADDRESS

if different from billing address

Invoice Recipient:	
Street, House No.:	
City:	
Country:	
Postal Code:	
Email:	

PAYMENT

The fees for the certificate course you have booked will be charged by the Otto-von-Guericke-University Magdeburg before the start of the course. Access to the online course is only granted after full payment of the fees.

ENGLISH LANGUAGE PROFICIENCY

What is your English proficiency level according to the [Common European Framework of Reference for Languages, CEFR](#)?

Common Reference Level :

Please note: We strongly recommend an English level of at least B2 level (Upper-Intermediate English).



JOB DETAILS

Organization:

Department:

Position:

Phone (official):

I am currently out of work.

PREVIOUS PROFESSIONAL EXPERIENCE

How does your prior professional experience relate to this certificate course? Are there any links to the field of renewable energies?

PREVIOUS STUDY DETAILS

Academic Degree, Title (e.g. BSc, BBA, PhD):

Study Program:

Institution and Location:

I have read the terms and conditions for this certificate course and I accept them.

I am aware that an English level of B2 level is strongly recommended.

I hereby agree to be informed on new events and offers on further education and training by the Otto-von-Guericke-University Magdeburg and the Magdeburg-Stendal University of Applied Sciences and consent to the use of my personal data for these purposes. I can revoke this consent at any time.

DATE:

SIGNATURE:

PLEASE COMPLETE THE FORM, PRINT, SIGN AND SEND A SCAN BY EMAIL, MAIL OR FAX TO:



Zentrum für wissenschaftliche Weiterbildung

Anke Heinemann

Niels-Bohr-Str. 1

Email: zww@ovgu.de

39106 Magdeburg

Phone: +49 391 57371

GERMANY

Fax: +49 391 6757219

Web: www.ovgu.de/weiterbildung



General terms and conditions of the Otto-von-Guericke-University Magdeburg Center for Scientific Further Education (ZWW)

Last updated: 29.04.2020

General Terms

- (1) These terms of participation apply to all short-term programmes offered by the Otto von Guericke University Magdeburg Center for Scientific Further Education (ZWW).
- (2) Short-term programmes include:
 - seminars
 - certificate courses
 - lectures
 - ring lectures
 - online courses

Registration and Conclusion of Contract

- (1) Registration for all continuing education programmes shall be made in writing (by either registration form, mail, fax or email to zww@ovgu.de). It must be submitted at the latest two weeks prior to commencement of the programme unless stated otherwise.
- (2) Upon receipt of your binding registration and examination of the admission requirements, you will receive written confirmation of your registration, concluding the contract. Registrations will be processed in order of receipt.

Right of Revocation

- (1) You have the right to withdraw from this contract within 14 days without stating your reasons for doing so. The withdrawal period is 14 days from the date of registration and ends no later than 14 days before the start of the programme. The withdrawal must be made in writing.
The withdrawal is to be sent to:
Otto-von-Guericke-Universität Magdeburg
Zentrum für wissenschaftliche Weiterbildung
Universitätsplatz 2
39106 Magdeburg
- (2) If you revoke this contract, we must reimburse you for all payments we have received from you immediately and no later than on the day of the start of the programme. On no account will you have to pay fees for this reimbursement.

Cancellation Policy

- (1) A resignation from or the cancellation of your participation in a registered programme must be made in writing.
- (2) In case you resign or cancel your participation in a chargeable programme, the following fees will have to be paid depending on the date of the cancellation:
 - 50 % of the participation fee in case of a cancellation 4 weeks prior to the commencement of the programme
 - 100 % of the participation fee in case of a cancellation 2 weeks prior to the commencement of the programme
- (3) A change in the person of the lecturer does not entitle the participant to resign from the programme.
- (4) Should you be able to name a substitute participant who fulfils the necessary requirements, he or she may participate instead and will receive a corresponding invoice.

Withdrawal and termination of programmes by the Center for Scientific Further Education (ZWW)

We reserve the right to cancel our programmes due to organizational reasons (e.g. in case the minimum number of participants has not been achieved or the lecturer is not available due to illness)

- (1) If that is the case, the registered participants will be informed immediately in writing or by e-mail about the cancellation of the programme.
- (2) The ZWW may decide whether it can offer you an alternative date or refund participation fees already paid. If an alternative date can be offered, you are nevertheless entitled to withdraw from the programme and demand a reimbursement of the fees; no further claims can be asserted.
- (3) Further liability and damage claims, except for damages or injuries to life, body and health, are excluded unless there is wilful intent or gross negligence on part of the ZWW.
- (4) Admission to the affiliated master's programme cannot be guaranteed. In case you are not admitted to the master's programme you are not entitled to any reimbursement or reduction of the participation fee of previously taken courses.

Fees

- (1) The participation fee for the respective programme is due at the scheduled starting date and will be invoiced. The final eligibility for participation is dependent on full payment of the participation fee. Access to online programmes is only granted after full payment of the fee.
- (2) If you fail to attend individual course dates or course hours or if the person of the lecturer has to be changed you are not entitled to a reduction of the participation fee.

Liability

- (1) The Otto-von-Guericke-University Magdeburg is not liable for damages suffered by the participant in the course of the programme unless these are based on intentional or grossly negligent behaviour of a vicarious agent.

Privacy Statement

- (1) The personal data that you provide to us in the context of this application will only be used to process your registration and participation. They will not be available to third parties.
- (2) Detailed information on data protection and the handling of personal data can be found in the general privacy policy of the ZWW at www.magdeburg-weiterbildung.de/datenschutzerklaerung/.