

Application form for workshop

“Studying and Graduation in Germany”

Please download and submit the filled in and signed form with a certificate of high school graduation or at least 2 semesters of university studies to: katja.overmann@ipu-berlin.de

Applicant		
Last name:		first name:
Gender:	M F D nondisclosure	nationality:
Date of birth:		country of birth:
Adress:		
Postal code:		City:
<u>Contact</u>		
e-mail:		Phone number:

I have attached my certificate of high school graduation or at least 2 semesters of university studies (transcripts, enrollment certificates, graduation documents)

I agree to the terms and conditions indicated on page 2.

Place, date

signature of the applicant

Terms and conditions

Registration

- (1) The participant will receive an official registration confirmation following the submission of the complete application and acceptance of the IPU.
- (2) The registration for the course is only complete once the application has been submitted completely including the certificates.

Participation conditions

- (1) Eligibility
Participants must present a certificate of high school graduation or of at least 2 semesters of university studies to be eligible for course participation.
- (2) Attendance
The student is required to take part in at least 80 % of the course sessions and complete all assignments.
- (3) The participant is obliged to comply with the house rules. They must observe the instructions of IPU Berlin regarding the use of rooms, equipment and facilities as well as the rules of the house.

Participation fees

- (1) The workshop does not cost any participation fee.

Withdrawal

- (1) After the submission of the application form, the participant may withdraw from the contract until 14 days before the start of the course.
- (2) IPU Berlin is entitled to withdraw from the contract up to the start of the course. The decision to withdraw is at the discretion of the university.

Assessment and Certification

- (1) A certificate of completion will be awarded to participants by the Studies and Teaching Office upon completing all course requirements.