



SCHUPPENER
Global Transitions

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Legal Terms of Service

For the advanced vocational training: Intercultural Coach

1. General

These terms and conditions apply to participation in seminars and further education events of Schuppener-Global-Transitions. By registering, the participant accepts these conditions.

2. Course & Module Registration

- a. The registration for participation in the advanced vocational training intercultural coach and individual modules of Schuppener-Global-Transitions is made in writing by e-mail (icc@allnations.ac.uk) or by post (All Nations Christian College, Easneye, Nr. Ware, Hertfordshire, SG12 0LX) by sending the completed course application form (for registration on the programme) and module application form (for registration on the individual modules).
- b. After the application is approved by Schuppener-Global-Transitions, the applicant will receive a confirmation email in which the content of the agreement with Schuppener-Global-Transitions will be outlined. With the sending of this confirmation email, this contract is enacted.
- c. Unless otherwise agreed in advance with Schuppener-Global-Transitions, participants register for the entire six (6) Module programme. Subsequent registrations for the individual modules should be received by Schuppener-Global-Transitions before the deadline specified in the Course Overview and Module application documents. This deadline is usually 6 weeks before the start date of each Module.
- d. The number of participants is generally limited. Registrations are always considered in the order in which they are received, but those who are enrolled for the entire course are given preference over those who are only attending individual modules. Once a prospective participant's registration for a particular module is confirmed it is assumed that they will be attending. If a Module is fully booked, prospective participants will be informed of this and placed on a waiting list. If a place becomes available, the prospective participant will be contacted and must confirm their acceptance of this place within three (3) working days. If three (3) working days have elapsed without contact being made by the prospective participant, the free space will be offered to the next prospective participant on the Module waiting list.

3. Terms of payment and due date

- a. An application fee of £25 is due upon application. If successful, the total cost of the module/s and consultation you have applied for will be required.
- b. The training and seminar fees are payable independently of the services provided by third parties (such as an Employment Agency or a Training Support Office).





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4. Participation resignation

A participant can withdraw from a Module, via email or post, up to 14 days before the beginning of a Module, without giving reasons. This declaration of withdrawal must be received and acknowledged by Schuppener-Global-Transitions. In this case, Module fees already paid will be refunded but a withdrawal fee of £75 (pounds sterling) will be charged. Participants who withdraw less than 14 days before the Module start date, or who fail to appear in full or in part at a Module they are registered for, are obliged to pay the full fee for that Module or Modules.

5. Exclusion from participation

Schuppener-Global-Transitions is entitled, in special cases, e.g. payment default or disruption of a Module or Modules, to exclude a participant. An excluded participant would still be required to pay the full Module fee.

6. Cancellation of events

Schuppener-Global-Transitions reserves the right to cancel Modules in the event of insufficient participation or other reasons beyond the control of Schuppener-Global-Transitions. In the event of cancellation, Module fees already paid for that Module will be refunded. It is understood that the participant has no further claims.

7. Change with lecturers, speakers or in the course of events

Schuppener-Global-Transitions reserves the right to use the scheduled Course Facilitators in a flexible way and to change the published timetable and venue. In such a case, the participant is neither entitled to withdraw from this agreement nor to a reduced fee.

Schuppener-Global-Transitions is entitled to add dates on other days in addition to the scheduled Module dates and Lecture times. In this event, the reimbursement of participant personal costs incurred is excluded.

8. Duties of the participant

The participant undertakes to observe the house rules of the training venue and to attend all the seminars and supervision sessions.

Participants undertake to submit their assignments on time as scheduled by the Course Facilitators.

9. Liability

Claims of the participant(s) for damages are excluded. This does not apply to claims for damages of the participant(s) resulting from injury to life, limb or health or from material contractual breaches (cardinal obligations) as well as liability for other damages resulting from intentional or grossly negligent breach of duty by Schuppener-Global-Transitions, the legal representatives or vicarious agents. Significant contractual obligations are those whose fulfilment is necessary to achieve the objective of the contract.





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In the event of a breach of essential contractual obligations, Schuppener-Global-Transitions shall only be liable for the contractually typical, foreseeable damage if this was caused by negligence, unless it concerns claims for damages by the participant resulting from injury to life, limb or health.

10. Cancellation Policy - Withdrawal

You have the right to withdraw from this contract within fourteen (14) days without giving reasons. This Cancellation Period is fourteen (14) days from the date of the contract being enacted. In order to exercise your right of withdrawal, you must inform us, Schuppener-Global-Transitions, by means of a clear statement (such as a letter sent by post or an e-mail) of your decision to withdraw from this contract. This written Notice of Withdrawal can be sent at any time during the Cancellation Period but must be received by the fourteenth (14th) day of the Cancellation Period.

If you withdraw from this contract within the Cancellation Period, all payments relating to Advanced Vocational Training: Intercultural Coach course that we have received from you will be returned within 14 days from the day on which the written Notice of Withdrawal is received. For this repayment, the same means of payment that you used in the original transaction, unless otherwise agreed with you, will be used. You will not be charged for the repayment of your fees.

11. Copyright

All training or seminar materials may only be reproduced with the consent of Schuppener-Global-Transitions and the copyright holder.

12. Data Protection

Personal data on the registration form will be forwarded for the purpose of reservation and invoicing of booked accommodation and meals in the context of participation in modules at the listed training venue. Your personal data will not be forwarded to other third parties.

In addition, the data provided by the participants during registration will be stored and used exclusively for the purpose of event management including billing as well as for the purpose of informing about the work of Schuppener-Global-Transitions (e.g. sending information about event offers). If the participants consent to further data processing during registration or at the event, the data will be stored and processed for the purposes specified.

13. Online dispute resolution pursuant to Art. 14 para. 1 ODR-VO

The European Commission provides an online dispute resolution (OS) platform, available at <https://ec.europa.eu/consumers/odr/main/index.cfm?event=main.home.show&lng=EN>. We are not obligated or unwilling to participate in a dispute settlement procedure before a consumer arbitration board.

