

# Terms & Conditions of Participation

Date: 01 March 2019

## Registration Deadline / Cancellation of Registration

Registration for the seminars of the Career Service is always open until thursdays in the week before the respective event. Until that day you may register and deregister from the seminar at anytime. After the registration deadline, your registration for the seminar is binding. Cancellation of registration is no longer possible and your participation in the seminar is mandatory. This way we can ensure that people on the waiting list have a chance to move up the list and can make use of free places. The seminars and workshops are held by professional trainers and we want to enable participation for as many students as possible.

*For participants:* in case you are not able to participate in the seminar you registered for, you will be barred from all other events (regular seminars, Wie praktisch?!, Brown-Bag-Talk) in the current and the following semester. In case of illness you must provide a medical certificate.

*For students on the waiting list:* in case you are no longer interested in participating in the seminar, we ask you to deregister yourself until the registration deadline. Nevertheless, you will not face any disadvantages in case you do not cancel your registration.

## Registration Process

Within the first 12 hours of the registration period, all registrations will be added to a waiting list and places will be assigned randomly by StudOn. After that period free registration begins. If all places are already assigned within the first 12 hours, all following registrations will be added to a waiting list. In case that participants cancel their registration, students on the waiting list will move up the list in order of registration and free places will be assigned subsequently. Please check your e-mails regularly for a confirmation of participation by StudOn!

Students on the waiting list who did not get a place in the seminar by the end of the registration period, will be contacted via e-mail after the registration deadline to see if they are still interested in participation. If so, they need to respond to the e-mail and will then be assigned a place in case of last-minute vacancies.

As not all students who register for a seminar are entitled to participate (see eligibility), chances are high that free places will be available after the registration deadline. Therefore, it is definitely worth staying on the waiting list!

## Eligibility

All students of the school of business, economics and society who are not barred from participating in seminars may participate in all events of the Career Service.

**Please do not register for any of the events if you do not belong to the previously mentioned group of people or if you are currently barred from participation!**