

Regulations UVic-UCC International Summer Term Courses

Enrolment: Application and Registration

1. **Applications** can only take place via the website by submitting the completed application form.
2. To be admitted to University of Vic – Central University of Catalonia (UVic-UCC) **International Summer Term Courses**, students must be enrolled in any university in the world or be university graduates, and have sufficient knowledge of the programme’s language of instruction.
3. Applications via the website without immediate online payment will be considered as provisional applications. Following the provisional application, the participant will receive information about the payment options. The participant cannot derive any rights from the provisional application.
4. By submitting the application form the participant declares to have received these regulations and in addition declares himself/herself in agreement with its contents.
5. **Registration** will be complete once the university has received all of the required documents and the payment has been made.
6. The reception date of the full payment will be considered as the enrolment date.

Placement and admission

7. Placement will be based on the order of payment (first come, first placed). Registration will not be completed until payment has been made.
8. Students carry responsibility for their own insurance, which must cover worldwide health insurance, liabilities, medical expenses, and accidents that may occur during your stay in Barcelona. UVic-UCC does not accept any responsibility for such risks as injury, illness, loss or damage to property, accidents, etc.

Terms of payment

9. Payment must be received in full prior to the start date of the course and in accordance with the payment terms and conditions established in each programme.
10. Payments shall be made through a secure payment system either by credit card (Visa or Mastercard) or by wire transfer, once participants receive the payment request by UVic-UCC.
11. A payment confirmation notification will be sent by UVic-UCC after receiving the corresponding payment.
12. If the course fee is not paid on time, the UVic-UCC shall be authorised to ban the participant from the course until the obligation to pay has been fulfilled.

Cancellation by the UVic-UCC

13. The UVic-UCC reserves the right to cancel the course. The UVic-UCC will, within one week after the closing date (for registration) of the course either in writing or by e-mail, inform participants of a cancellation due to lack of interest or exceptional circumstances. Participants should keep this in mind when making travel arrangements; any expenses made other than course and housing fees, will not be reimbursed.

Cancellation by the participant

14. Costs will be owed in the event of cancellation or if the participant interrupts the course or ends it prematurely. These costs are as follows:

- If the participant cancels more than 4 weeks before the start of the course, he/she will have to pay 35% of the full course fee (including housing).
- If the participant cancels within 4 weeks before the start of the course, he/she will have to pay the full fee/accommodation.

Cancellation due to national and global emergencies

15. This exceptional clause presents additional variations to our terms and conditions in response to the recent global emergencies. In addition to this, the UVic's Vice-Rector for International Relations and the Director of International Programs will assess each situation and decide if the programmes can take place as planned.

16. The UVic-UCC guarantees participants to cancel their enrolment for any reason related to the coronavirus outbreak or any other political, social, or health emergency, and receive a **full refund of all fees** paid if:

- a participant is required to be confined by an official authority.
- UVic-UCC must cancel a programme due to Spanish government guidelines and after participants have been informed that the programme will start.
- the Spanish government imposes travel restrictions to enter Spain.
- a participant is unable to travel to Spain due to the travel restrictions imposed by their country of origin that do not allow citizens to leave their country.

All cancellations must be alleged in writing, through a cancellation form, and proving evidence of the cancellation cause.

17. If an entire programme is cancelled due to the any of the causes above related, any fees that have been paid shall be reimbursed within fifteen days from the day that the UVic-UCC receives the student's bank account number for the refund.

General prevention and safety measures on campus

18. The University of Vic – Central University of Catalonia will inform the community of any organizational measures for protection and prevention of risk. Students will be of primary concern when a national or global emergency occurs.

The general prevention and safety measures on campus may vary according to the health, political or social situation and will be informed properly in the UVic-UCC Virtual Campus.

Final provision

Any disputes resulting from the agreement between the participant and the UVic-UCC that cannot be resolved in mutual consultation, or any issues that are not covered by these regulations shall be resolved and interpreted by the Vice-Rector for International Relations.

Important

In case of misbehaviour, the organizers of the International Summer Term Courses reserve themselves the right to dismiss a participant from the program. Misbehaviour constitutes e.g. attacks and insults on other participants, staff, or other third persons, drug abuse, excessive alcohol abuse, etc. The dismissal of a participant from the course is solely at the discretion of the organizers. Should a person be dismissed from the UVic-UCC, no fees will be refunded to him/her.