

APPLICATION FOR CONTINUING EDUCATION

1. Fill in the application form and sign digitally
2. Submit the documents via email to anmeldung-business@iu.org

Program name

Your desired date

Launch date

Product

Nano Degree

Diploma

Course length

6 months

12 months

Your personal details for the application (Please completely fill in by using capital letters)

Title

Mr.

Mrs./Ms.

Other

Date of Birth

First Name

Place of Birth

Surname

Nationality

Street & Number

Telephone Number

Postal Code & City

Email Address

Partner Voucher

Documents we require from you (Please attach them)

– the signed application

Please submit to:

anmeldung-business@iu.org

General terms and conditions

1. OBLIGATIONS OF THE PARTICIPANT

1.1. Change of address

The participant must immediately notify the IU of changes to his name and address.

1.2. Exam performances with online tools

The participant is aware that in order to ensure the smooth running of online examinations, knowledge of English is necessary to a small extent, as communication with the proctors (examination invigilators) is only possible in English. In some cases, the submission of academic achievements within certain modules or courses must be undertaken via the usage of online tools, which need to process data also outside of the EU. The details of data processing are explained in separate information sheets.

1.3. Verification via plagiarism software

Participants are obliged to provide an electronic version of their examination papers in electronically copyable and readable format (e.g. DOC, DOCX, PDF, RTF) free of all personal data (without cover sheet, personal declarations, dedications, signature, etc.) to enable the IU to verify their examination papers via plagiarism software. The participant grants the IU and third parties specifically commissioned by the IU the right to use the examination paper for this purpose.

1.4. Protection of copyright laws

All training content and media are protected by copyright. Any use for purposes other than contractually permitted is prohibited and requires the prior written consent of the copyright owner. This applies in particular to making these available via the internet, duplication and disclosure to third parties. Saving and printing the study content and media for personal purposes is permitted.

1.5. Further obligations

The participant agrees to be bound by the relevant current General Examination Regulations of the IU as well as the study and examination regulations of the source study program of the IU, the IU library usage regulations and the guidelines for online examinations and the guidelines for online presentations.

2. VIRTUAL CAMPUS AND DIGITAL TRAINING MATERIAL

Central learning processes of continuing education as well as the organization of continuing education are handled internet-based via the virtual campus of the IU. The provision of the necessary technical equipment is not included in the continuing education fees. The participant is solely responsible for providing technical training equipment (hard- and software) of his choice which needs to be compatible with IU's requirements. The virtual campus of the IU is password-protected. The participant will be informed of the access data at the beginning of the further education and the participant agrees not to disclose this data to third parties and not to allow unauthorised third parties access to the virtual campus or to the learning materials of the continuing education programme.

3. DATA PROTECTION

The details for the processing of personal data and the rights of the participant related to this are explained in the information notice for data privacy, which can be obtained by the participant via the website of IU distance learning. In order to carry out the distance learning contract, IU uses the software of different providers, which causes the processing of personal data also outside the European Union. The participant declares consent that the IU may store, collect and use the participant's data which becomes known during the application process and the contract period. The participant also agrees that his/her data may be forwarded to the authorities in cases regulated by law.

4. LIABILITY OF THE IU

The IU is liable for damages resulting from a breach of obligations due to intentional or gross negligence on the part of its legal representatives or auxiliary persons. The IU is also liable for damages resulting from harm to life, body or health arising out of a breach of obligations due to the intentional or negligent breach of obligations on the part of the university's legal representatives or auxiliary persons. Beyond this, the liability for damages arising out of a breach of obligations due to negligence or slight negligence or due to an act committed with negligence or slight negligence on the part of its legal representatives or auxiliary persons is excluded, except for damages arising out of a breach of fundamental obligations whose compliance is necessary to achieve the goals of the contract or which arise out of the justified reliance upon the relationship set forth herein. With respect to these exceptions, the liability is limited to the compensation for predictable damages.

Date, Place

Signature of applicant