

GENERAL TERMS AND CONDITIONS LILLE SPRING PROGRAM

The fee-based LILLE SPRING Program is offered by *Université Catholique de Lille*.

These terms and conditions apply to all services and provisions associated with the *Université Catholique de Lille*'s LILLE Short Term Programs. The terms and conditions of any and all customers and suppliers are hereby voided and have no validity. Any changes or additions to these terms and conditions, made before or at the time that this agreement is entered into, must be agreed upon in writing in order to have any validity.

1. Conclusion of Contract

Applications can be made through completion of the LILLE Spring Program online form.

Once the application form is submitted, the participant will receive an e-mail from the LILLE SPRING Programs acknowledging receipt of the application. The application is considered as complete when payment is made. Registration becomes legally binding when payment is made (in full or from the first settlement). The participant thereby accepts the payment conditions outlined below. All fees must be paid in full no later than the deadline indicated on the program website. If not, the registration will be cancelled and the place may be given to another participant. A 5% penalty will be charged if the fees have not been paid in full by that time. All fees listed are applicable to each participant on an individual basis.

It is mandatory for each participant to the LILLE SPRING Program of the *Université Catholique de Lille* to subscribe to Health, Travel, and Repatriation Insurance for the duration of the program. The LILLE SPRING Program standard fees comprise no insurance of any kind. Each participant is personally responsible for insuring themselves appropriately (regarding health, accident, personal liability, etc.).

2. Methods and conditions of payment

All payments must be made in Euros (€). Please note that you are responsible for all fees associated with the transfer of funds. If full payment is not received, a follow-up bill for the balance will be issued, which must be paid a month before the start of the program at the very latest.

3. Copyright

The *Université Catholique de Lille* and our instructors retain full copyright regarding all materials distributed among participants. No materials or contents thereof may be copied, sold, or used by third parties without explicit prior approval by the *Université Catholique de Lille* and/or the individual instructor. Each participant receives all documentation and materials for personal use only.

4. Cancellation/Refunds/Changes

Cancellation of participation in the LILLE SPRING Program is possible in principle, subject to the following conditions:

- Administration fees (300 €) are non-refundable.
- In case of cancellation up to three weeks prior to the start of the program, the participant in question receives a refund of program fees, minus administration fees and possibly applied bank fees.
- In the case of cancellation due to refusal of a visa, program fees including the 300 € deposit will be refunded, provided that the participant informs the LILLE Programs no less than three weeks prior to the start of the program.
- No fees of any kind are refunded in case of cancellation less than three weeks prior to the start of the program.
- For optional services, cancellation fees apply if the student withdraws after registration: Paris (100 €), Accommodation at the hotel (465 €), Accommodation at the residence (250€), Health and Travel insurance (no refund after subscription by *Université Catholique de Lille*).
- No refund can be offered after the program has started.

- The *Université Catholique de Lille* reserves the right to cancel courses that contain fewer than 10 participants two or more weeks prior to the start of the program. Should such cancellation be necessary, the affected participants will be notified and informed about available alternatives. If no satisfactory solution can be found, the participant involved may cancel personal participation in the program free-of-charge and receive a full refund of all fees paid up until that point.
- If some fees are to be refunded, refund will be made on the credit card used for paying the program fees.

5. **Force majeure**

Cancellation of a course or other aspects of the *Université Catholique de Lille*'s LILLE SPRING Programs may occur as a result of illness or other unforeseen events beyond our control (such as extreme weather or national emergencies); refunds for affected individuals will be governed by the policies laid out under point 4.

6. **Severability clause**

If any provision of these terms and conditions is held by any competent authority to be invalid or unenforceable in whole or in part, the validity of the other provisions of these terms and conditions and the remainder of the provision in question shall not be affected.

7. **Privacy policy**

Each participant agrees to the storage and use of personal data for the fulfilment of the agreement of participation within the framework of the legal provisions of the French Data Protection Act (*Loi Informatique et Libertés*). Participants' personal data is not made available to third parties.

8. **Place of jurisdiction**

The laws of France shall apply to these terms and conditions, and the parties agree to Lille (France) as the place of jurisdiction.