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APPLICATION FORM

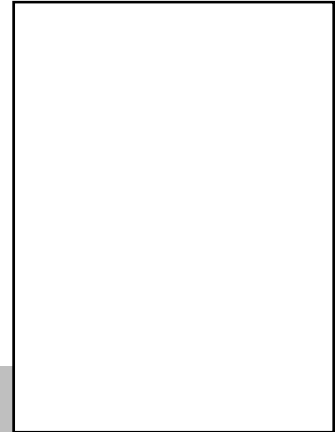
University Course

Spatial Lighting Design

From Technology to Spatial Perception

University Course
Spatial Lighting Design, Graz University of Technology
www.tugraz.at/go/LLL-Lighting

Application Form for the University Course
Spatial Lighting Design
Start: 1 July 2019



A) Personal data

Last name:

First name:

Academic degree:

Date of birth:

Gender: ☐ male ☐ female

Citizenship:

B) Address

Home address (street, house number, postal code, city, country):

Telephone number (landline, mobile) / fax / email address:

Postal address (if not same as home address):

C) Education and training

Apprenticeship diploma:

College education (technical college, city, field of study, degree):

University education (university, university of applied sciences, city, field of study, degree):

Additional qualifications, certificates, job-related education and training:

Language proficiency (foreign language / level):

Computer skills:

Further knowledge and skills:

D) Work experience

Currently employed by (company, agency, line of business, address):

Current job title (position and type of work):

Date of start of employment:

Other relevant work experience (company, agency, type of work, duration):

Miscellaneous (stays abroad, research activities etc.):

E) Motivation / Expectations

What is your motivation for participating in this university course?

What do you expect from this university course?

What topics are particularly important to you in this university course?

What personal benefits do you expect to obtain from participating in this university course?

F) Important Information

Your application consists of:

- a completed and signed application form including a photo
- proof of a degree from a technical college or an academic degree
- proof of work experience in the lighting industry
- copy of passport or identity card

I accept the “Conditions on Payment and Cancellation” of Graz University of Technology included below.

Date:

Signature:

University course payment:

- ☐ A) The participant will pay the participation fee by him/herself
- ☐ B) The participant's company/agency will pay the participation fee
- ☐ C) The participation fee will be partially paid by the participant and his/her company/agency

If "B" or "C" please supply the following data:

G) Company/agency data

Company / Agency / Department:

Contact person (full name / position):

Invoice address (street, house number, postal code, city, country):

Telephone number (landline, mobile) / fax / email address:

VAT number:

I accept the "Conditions on Payment and Cancellation" of Graz University of Technology included below and I dispatch the above mentioned person to the university course "Spatial Lighting Design".

Date:

Signature:

Company's stamp:

H) For our marketing department

How did you find out about TU Graz Life Long Learning / the university course?

Internet:

- ☐ TU Graz website
- ☐ Other website (which one(s)?):
- ☐ Search engine (which one(s)?):
- ☐ Social media site (which one(s)?):
- ☐ Other:

Personal recommendation by:

- ☐ (Academic) direction, lecturers
- ☐ Alumni of the university course
- ☐ Other participant in the university course
- ☐ Employer
- ☐ Friend and/or relative
- ☐ Other:

☐ **Information via email**

- ☐ **Event** (which one(s)?):
- ☐ I received / came across an **informational brochure** at:
- ☐ **Advertisement in a newspaper / magazine** (which one(s)?):
- ☐ **Article in a newspaper / magazine** (which one(s)?):
- ☐ Other:

Please submit your application documents to:

Graz University of Technology
Life Long Learning
c/o Ms Vera Poschauko
Rechbauerstraße 12
8010 Graz
Tel.: +43 / (0)316 / 873 – 4932
Email: vera.poschauko@tugraz.at
www.tugraz.at/go/LLL-Lighting



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**Payment and Cancellation Conditions
for University Courses, Courses and Seminars
at Graz University of Technology (TU Graz)**
Valid from 25.05.2018

1. Registration

Registration for university courses, courses and seminars of Graz University of Technology (TU Graz) must be submitted in writing within the registration period of the specific course and is binding. Since the number of participants is limited, registrations received after the end of the registration period can only be considered if places are free.

Places in course are awarded – unless special conditions apply, as specified in the relevant course description – in the order in which the registrations are received by *TU Graz Life Long Learning*. When the registration has been processed, you will receive a confirmation of your registration by e-mail.

2. Course Fee and Payment Conditions

The course fees are listed separately for each course. The course fee is due to the account of *TU Graz Life Long Learning* within 14 days after the date of the invoice. The course fee includes the cost of any course materials to be provided by the instructors. Anything else that is provided as part of the course is described in the course programme. The course fees are exempt from VAT.

Enrolment in the university course, course or seminar is final only when the course fee has been paid in full. In the event of delayed/outstanding payment, the participant is not entitled to take part in the course.

3. Cancellation

If a participant is unable to attend a course, a written cancellation is required. For cancellations after registration, a cancellation fee to the amount of 30% of the course fee is due. For cancellations after the end of the registration period, the whole course fee must be paid. Participants who do not attend the course will be charged the whole course fee. We are happy to accept a replacement participant at no extra costs. The person who originally registered for the course is liable for the course fee until the person who is taking their place has paid the costs in full.

4. Cancellation of the Course/Unavailability

The organizer reserves the right to cancel individual university course, courses and seminars for important reasons. Important reasons are for example failure to reach the required minimum number of participants, unexpected technical problems or the unexpected withdrawal of essential instructors/speakers. If the course is cancelled, the full amount of the course fee will be refunded. No further liabilities or claims on the basis of a postponement or cancellation of a course will be recognized. In the event that an individual instructor/speaker is unavailable, the head of the course will attempt to find an adequate replacement. This does not create any basis for claiming a refund of the course fee.

5. Data Protection

By registering for the course, the participant gives their explicit consent to *TU Graz Life Long Learning* to process the data they submit for the purpose of organizing and administering the university course, course or seminar in accordance with the European and national data protection regulations. All data are handled confidentially and are not transmitted to any third party unless it is agreed otherwise or required by law.

With respect to the sending of information and advertising material, we refer to our data protection information: www.tugraz.at/go/LLL-Data-Protection

Consent to receiving information and advertising materials can be withdrawn at any time informally. (Contact: lifelong.learning@tugraz.at). The participant confirms by signing the registration form that they have read the data protection information.

6. Copyright

The contents of courses and all teaching materials provided to course participants (such as lecture notes, data storage media, videos, etc.) are the sole intellectual property of TU Graz and are provided exclusively for the personal use of the course participants. Every improper use of software and hardware provided is prohibited and may result in claims for damages by TU Graz or third parties.

7. Liability

TU Graz accepts no liability whatsoever for content, currency, correctness or completeness of lectures, course materials and documentations or for the application of the knowledge imparted to the participants in the courses.

In the event of theft, loss or damage to items of property, including particularly items of value, brought to the courses by the participants, TU Graz accepts no liability. The House Rules of TU Graz apply in their currently valid version. Repeated infringement of the House Rules or of other safety regulations of TU Graz will lead to expulsion from the university course, course or seminar; the course fee will not be refunded in this case.

8. Other, Legal Venue and Validity

These Payment and Cancellation Conditions apply to all university courses, courses and seminars held at TU Graz. In the event that individual provisions of these Payment and Cancellation Conditions are or become invalid, this shall not affect the validity of the remaining provisions. Side agreements are only valid in writing and with the agreement of both contractual parties.

The exclusive place of jurisdiction for all disputes arising out of the contracts made between TU Graz and its contractual partners is Graz. Austrian law shall apply exclusively, with the exception of the reference norms of Austrian international private law.

Graz University of Technology/TU Graz/Technische Universität Graz
25.05.2018