

## Program Terms and Conditions

### Diploma in Advanced Sustainability & Certificate in Business Sustainability

The program application constitutes a binding registration for the program. The admission to the program is granted based on the application of a participant.

By agreeing to the Terms and Conditions, applicants confirm the accuracy of their details provided in their application and accept that the evaluation will be based on this information (incomplete entries will lead to an inferior evaluation). Applicants also confirm that this program requires full attendance and that this may impose additional burdens for their professional and personal life, of which they accept full responsibility. Applicants furthermore agree that contact details and personal data (name, nationality, place of residence, e-mail address, name of employer, position) are shared with participants, project leaders, faculty and alumni of the program. As a result, applicants also confirm that they commit themselves not to use the contact details of others for commercial purposes.

The total program fee is CHF 18'000 for the DAS and CHF 9'000 for the CAS. The fee includes all courses, course materials, refreshments during the course and lunches. It excludes travelling and accommodation cost of participants. The fee does not include any portions or expenditures subject to value-added tax. The fee must be paid in one full payment.

If a participant revokes admission to the program 8 weeks before the program start, half of the program fee is due. If admission is revoked after this point, the fee will not be reimbursed. Admission occurs after a positive decision to a complete application and subsequent interview with a candidate and is reiterated through the course payment of the participant. An application is not considered an admission but is a prior step towards an admission. Should a participant drop out of the program for health reasons, a request can be made to the Program Direction to complete the remaining part of the program in one of the following cohorts within a maximum of two years after the disruption. Modules that take place 8 weeks after such an agreement is completed will be credited to a future completions, earlier modules will have to be repaid.

Each module must be attended in full. If required, Program Direction can grant an exception for up to 4 hours of absence per course. Such an exception must be secured prior to the course. Should a participant fail to attend a course, the course must be repeated in the next cohort, unless the Program Direction is able to offer a substitute course provided elsewhere. In either case, the course fee for the replacement course must be paid by the participant in full prior to attending such a course.

In the case of an insufficient number of participants (less than 12 for the DAS), the Program Direction reserves the right to cancel the program. This is to ensure a high quality of interactions between a sufficient number of participants, an important element of learning. The cancellation of the program relieves the participant from all payment obligations. Payments that have already been contingently received will be reimbursed. The course providers are themselves free of any and all obligation towards applications in this case.

The Program Direction reserves the right to change parts of the program such as courses, faculty, locations, if such may be required to assure the continuation and the high quality of the program.

The place of jurisdiction is Lucerne, Switzerland (postal code 6000), and Swiss law applies.