

# Application Form

## Summer School Program 2015

### “Sustainable Mobility”

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Please use **BLOCK CAPITALS** to fill out the form.

#### 1. Personal Information

Title (Ms, Mrs, Miss, Mr)

First Name

Last Name

Date of Birth

Citizenship (as in passport)

Passport Number  Expiry Date:

Email

Home University

Study Program  
at Home University

Year / Semester

#### Permanent address in home country:

Street and Number

Town / City

State

Country

Postcode

**Emergency Contact Person:**

Family Name

First Name

Relationship to student

Telephone

Email

**2. Accommodation & Board**

BiTS will provide all international students with on-campus-accommodation either in single or in double rooms shared with other international students. If you have any special medical needs or physical limitations which could influence your choice of accommodation please let us know: \_\_\_\_\_

The program fee includes tuition, excursions and accommodation as well as breakfast, lunch and dinner during the days at BiTS.

If you have any special dietary needs please let us know and use the space below for explanations: \_\_\_\_\_

**3. Payment Information (Not applicable for Partner Institutions)**

Please note that after sending your application form a deposit of € 350.00 has to be paid. The final payment has to be made at least till **June 22nd, 2015**). Please use the following information for your international bank transfer:

Bank Name:	Sparkasse Iserlohn
Branch Number:	445 500 45
SWIFT Code:	WELADED1ISL
IBAN:	DE92 4455 0045 0000 1281 08
Account Number:	128108
Beneficiary:	BiTS gGmbH
Purpose:	BiTS Summer School 2015

**For overseas transfers please note that transfers can take a couple of days and bank charges are equally divided between payer and payee!**

#### 4. Additional Information

##### **Language Requirements:**

Students are expected to have a level of English language competence that enables them to deal with academic contents. No additional language test will be conducted.

**International students** are responsible for their visa, travel documents, and health insurance.

##### **Required documents:**

In order to be able to process your application, please attach a certificate of enrollment of your home university to your application and send it to the BiTS International Office.

##### **Cancellations and Refunds:**

Cancellations by the students

All cancellations must be made in writing according to the following deadlines:

- Before April 15th: full refund of the tuition fee minus 150 € administrative fee
- Before May 15st: refund of 70 % of the tuition fee minus 150 € administrative fee
- Before June 1st: refund of 50 % of the tuition fee minus 150 € administrative fee

##### **After June 1st 2015, no refunds can be made.**

In case a student is denied his/her visa, a reimbursement of the full tuition fee (minus 150 € administrative fee) will only be possible if the student sends a proof of the visa rejection (official letter, mail sent by the embassy/consulate denying the visa).

Proof of visa rejection shall be sent to [studyabroad@bits-iserlohn.de](mailto:studyabroad@bits-iserlohn.de)

##### **Cancellations by BiTS Iserlohn**

BiTS Iserlohn reserves the right to amend or cancel a course or change course location and dates. If BiTS cancels a course, it shall attempt to give students at least a week's notice. BiTS will not be liable for any losses (included, but not limited to travel and accommodation costs) arising as a consequence of any modifications or cancellation of courses, time-tabling constraints as set out above beyond the cost of the course.

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##### **Statement of Accuracy:**

*Please complete the application form, print it and sign it below:*

I hereby state that the information given in this application is correct.

Signature of applicant: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (day/month/year)

**See you soon!**

**Please send your application and  
Certificate of Enrollment  
by email, fax or post to:**



BiTS Iserlohn

International Office

Reiterweg 26b

58636 Iserlohn

Germany

Tel.: +49 (0) 2371-776-561

Fax: +49 (0) 2371-776-411

[studyabroad@bits-iserlohn.de](mailto:studyabroad@bits-iserlohn.de)

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