

1. Registration and Contract Conclusion

Registration for a training session is possible:

- via the online registration form on our website, or
- in writing via email.

The training contract is concluded upon our written confirmation of registration (via email). The number of participants is limited, and registrations are considered in the order of payment receipt.

The participation fees must be paid no later than 14 days before the start of the training. However, there is a risk that if payment is delayed, all spots may already be taken. In this case, the full amount paid will be refunded.

2. Participation Fees and Payment Terms

The participation fees are specified in the respective training description. After registration, participants will receive an invoice, which must be paid within the period stated on the invoice. Participation is only possible if payment is made on time.

A payment confirmation will only be issued after the booked service (training/seminar/webinar/workshop) has been delivered.

3. Cancellation and Rescheduling

- **Free cancellation:** Up to 14 days before the start of the training.
- **Cancellation up to 7 days before the start:** 50% of the participation fee will be charged.
- **Later cancellations or no-shows:** The full participation fee is due.
- **Rescheduling:** Changing to another date or substituting a participant is possible upon prior agreement.

4. Cancellation or Changes by the Organizer

We reserve the right to cancel or reschedule training sessions for important reasons (e.g., insufficient number of participants, illness of the instructor, force majeure). In such cases, participation fees already paid will be fully refunded. Further claims are excluded.

5. Participation Requirements and Code of Conduct

Certain training sessions require prior knowledge or specific qualifications. These requirements are stated in the respective training description.

Participants commit to following the training rules, treating others with respect, and not disrupting the session.

6. Liability Disclaimer

Participation is at the participant's own risk. We accept no liability for damages or losses incurred during the training unless they are due to intentional misconduct or gross negligence on our part.

7. Data Protection

The data collected during registration is used exclusively for the organization of the training. Data will only be shared with third parties if there is a legal obligation to do so.

8. Copyright

All training materials and content are protected by copyright. Any reproduction or distribution to third parties is not permitted without our express permission.

9. Final Provisions

If any provision of these terms and conditions is or becomes invalid, the validity of the remaining provisions remains unaffected.

Changes or additions must be made in writing.