

# Registration Terms and Conditions

## T.M.C. Asser Instituut - Masterclasses 2021

### Registration Procedure

1. You may register via the website by submitting the completed online registration form at: <https://www.asser.academy/register/Masterclasses2021>
2. Each participant should use a separate form.
3. Upon receipt of the completed online registration form, you will be directed to a secure online payment environment.
4. Your place at the Masterclass is confirmed only when the online registration form has been submitted and the payment has been received.
5. The registration form constitutes a legally binding agreement. By submitting the completed registration form, the registrant declares to be in accordance with the requirements and provisions described therein.
6. The T.M.C. Asser Instituut cannot be held responsible for the non-arrival of registration information. If you have not received confirmation of your registration within 24 hours of submitting, please contact [conferencemanager@asser.nl](mailto:conferencemanager@asser.nl)
7. The T.M.C. Asser Instituut reserves the right to withhold registration.
8. After successful attendance of the programme, a certificate of completion will be provided.

### Payment Conditions

1. The online fee for the Masterclass is €995.
2. A reduced fee of €495 has been made available for (PhD) students and NGO (non-governmental organisation) workers.
3. The fees include lectures and study materials\*.
4. The full payment must be made within 10 days after receipt of the confirmation e-mail. You will only be secured of a place at the Masterclass once the T.M.C. Asser Instituut has received your payment in full.

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### Cancellations and Non-Attendance

1. Cancellations will only be accepted when your request for cancellation is submitted by e-mail to [conferencemanager@asser.nl](mailto:conferencemanager@asser.nl)
2. You have the right to withdraw your participation within 14 days of completing the payment, and the full sum paid will be reimbursed.
3. Once the abovementioned 14-day withdrawal period has expired, if you cancel less than four weeks prior to the starting date of the Masterclass, no refund of the course fee will be given.
4. Once the abovementioned 14-day withdrawal period has expired, if you cancel within the allotted time (at least 4 weeks before the starting date of the course), a processing fee of €250 will be charged. The remaining sum will be refunded.
5. The T.M.C Asser Instituut reserves the right to cancel the Masterclass. In the event that such action is necessary, registrants will be informed at least two weeks in advance of the starting date of the programme.
6. In the event that the T.M.C. Asser Instituut cancels the Masterclass, the full sum paid will be reimbursed.