

Carbon Forestry Course (19 February – 08 March 2024)

Application Form

1. Motivation letter (170 words max.)

2. Personal details

Surname (Last name) as written in your passport	
First name/s as written in your passport	
Academic title(s) and highers academic degree	
Gender	
Nationality	
Date of Birth (DD/MM/YYYY)	
Place of Birth	
E-mail	
Postal address: Note that all correspondence will be sent to this address, so please ensure it is correct!	
Street and House number	
P.O. Box	
City	
Postal Code/ZIP Code	
Country	
Phone Number	

3. Higher Education

Previous relevant academic degrees (**please attach a copy of certificate of highest degree as a pdf**)

Highest degree (PhD/ BA/ MA/other) and other degrees, if applicable	
Study period(s) (mm/yyyy - mm/yyyy)	
Number of semesters	
Discipline(s)	
Name(s) of the institution(s)	
Country of the institution(s)	
I am currently a PhD students	

4. Professional Work Experiences Current employer or university (if applicable)

Name of employer	
Type of organisation	
Place of work	
Year of entry	
Position	
Main Responsibilities	

Most relevant previous work experiences (**please attach one letter of reference as a pdf**)

Name of employer	
Type of organisation	
Place of work	
Year of entry	Year of leaving
Position held	
Main Responsibilities	

Name of employer	
Type of organisation	
Place of work	
Year of entry	Year of leaving
Position held	
Main Responsibilities	

5. Visa/Travel Regulations

- I am aware of the German visa regulations and will self-responsibly organize travel on my own including all required documents and proofs.

6. Billing Address

- private (same as under Section 2.) business: the invoice should be issued to:

Contact person/Institution _____

Postal address _____

Total costs: approx. EUR 1400,- /1000,- (reduced fee for eligible groups – e.g. students; fees for online course option upon request)

- I am aware that the amount will have to be transferred to the Bank Account of Freiburg University by the **30 November 2023**, at the latest.

Please Note:

- *Course fees cover lectures, study materials, access to learning platform, field trips*
- *Housing, living and travelling are not included in the course fees*
- *Special conditions apply for scholarship holders*
- *Participants will need to pay prior to the course via bank transfer (details in invoice)*

7. How will you finance your study costs and living expenses?

- Myself My Employer I applied for Scholarship I have a Scholarship Other: ...

8. Accomodation etc (**for participant in Freiburg, approx. 25Feb-5March**):

- I understand that I am responsible for organizing an accommodation on my own. (different for scholarship holders)

9. How did you hear about this course?

- Email-list Website University of Freiburg friends, colleagues Internet: _____ other: _____

10. Registration

I have read and agree to the terms of registration (under section 12 in this form). With my signature I am legally bound to pay the course fees as stated above.

Date _____ Signature _____

We welcome digital signatures

DO NOT FORGET

Your application should include the following documents (preferentially pdf files):

- a signed word or PDF version of this application form
- a copy of at least the highest university degree (with a transcript of modules)
- one letter of reference from a former employer
- an English language certificate (C1 or higher) or a equally valid proof of language skills, (not necessary if English is first or official language in your country)

Please send these documents (no zip files) to: carbon.forestry@waldbau.uni-freiburg.de

Application deadline is 15.10.2023

11. Contact

carbon.forestry@waldbau.uni-freiburg.de

Faculty of Environment and Natural Resources, Freiburg Institute of Forest Sciences, Chair of Silviculture
Tennenbacherstr. 4 ; 79106 Freiburg; Germany
Phone: +49 (0)761/ 203- 8606; Fax: +49 (0)761/ 203-3781

12. Conditions of participation

An application is required (via registration form). Once participants have been accepted, they will receive their registration confirmation by email. Please ensure that your valid email is entered correctly on the form. All essential information will be delivered only via mail for registered attendees. The Chair of Silviculture / Faculty of Environment and Natural Resources will send participants a notification letter once the registration is completed.

Change/flexibility in format of instruction

The course is planned as a hybrid version with about 1.5 weeks of online and 1.5 weeks of live engagement in Freiburg. The organizers may change this envisaged hybrid format of the course in light of new dynamics regarding the pandemic situation as well as in light of travel restrictions for a significant amount of participants
Non-payment of invoice sent to you is NOT recognized as a cancellation. All cancellations and requests for refunds MUST be submitted in written form by the deadlines listed within this policy.

Withdrawing from application after acceptance

Withdrawal from the application or the course can only be accepted in written form. Refund requests postmarked (date of email, fax) prior to 21 calendar days before the start of the course will receive a 50% refund.
Non-payment of invoice sent to you is NOT recognized as a cancellation. All cancellations and requests for refunds MUST be submitted in written form by the deadlines listed within this policy.

Minimum number of participants and cancellation

If the minimum number of participants is not achieved, or if the course cannot take place due to *force majeure* or for other good reasons, already paid participation fees will be refunded without deduction. Further claims are excluded.

Certificates

Participants will receive a Qualified Participation Certificate and (optionally) ECTS points (if they pass all examinations).

Disclaimer

The University with its members or agents shall not be liable for damage caused to the participants or their belongings, except that the damage was caused intentionally or through gross negligence. This does not apply to personal injury caused in this respect. There is no liability for consequential damages. The statutory provisions shall apply. In the case of invalidity of individual clauses, the other clauses shall remain valid. German law shall exclusively be applicable.

Liability/insurance

There is no liability insurance coverage for persons participating in the training program offered by the University of Freiburg. The University of Freiburg as well as its employees, members, associates and servants shall therefore not be liable for damages resulting from the participation in the training program or on the way to/during travel related to the training program. Claims that cannot be excluded in accordance to mandatory law, especially damages caused deliberately or through gross negligence by the University or damages to the body, life or physical condition or health, remain unaffected.

It is recalled that there may be no statutory accident insurance coverage during the participation in the training program of the University of Freiburg.

Data protection / Right of information

You have the right upon request to receive information about your data stored by the Albert-Ludwigs-University and the right to ask for rectification of inaccurate data (access and rectification). A request for information or corrections should be directed in writing to the course email. The data transmitted to the University of Freiburg is only stored for contract processing purposes and is not intended for disclosure to third parties, unless agreed otherwise (e.g. Alumni network).

The participant agrees that photographic material taken of him/her during the course may be used by the Chair of Silviculture for promotional and educational purposes. The participants can object to this agreement by sending an email to: carbon.forestry@waldbau.uni-freiburg.de.