

1. Enrolment

- 1.1. On receipt of a completed application form, Kulturstudier will send a conditional offer of a place together with an invoice for EUR 250 per semester (deposit). The enrolment is binding for the student as soon as the deposit has been paid. Kulturstudier must have received the deposit before final, binding confirmation of the place can be given. In case of a shortage of places, the first students to pay the deposit will receive priority.
- 1.2. Deposits paid will be deducted from the programme fee. Kulturstudier will retain the deposit if a student withdraws, but the student will be credited for this amount for any later studies with Kulturstudier.
- 1.3. Acceptance is subject to the student meeting Norwegian Higher Education Entrance Requirements, as well as any academic prerequisites for each course.
- 1.4. If Kulturstudier is in doubt as to whether the student is sufficiently mentally or physically healthy to complete the programme, a medical certificate may be required.

2. The programme fee

- 2.1. The programme fee is stated in Kulturstudier's offer of a place.
- 2.2. The fee must be paid two (2) weeks before the start of tuition.
- 2.3. Kulturstudier reserves the right to change the programme fee. Students must be informed of any increase in the fee three (3) months at the latest before the start of the programme.
- 2.4. The programme fee includes tuition according to the curriculum and accommodation, as well as breakfast and lunch on all tuition days, with the exception of breakfast and lunch in Argentina. The tuition period is 10 or 16 weeks. Accommodation is offered from the Saturday prior to the first day of tuition until the Saturday following the last day of tuition, and students must themselves pay for all extra accommodation if their travel schedule involves earlier arrival or later departure. This applies even if Kulturstudier should recommend a travel schedule of more than 10 (16) weeks.
- 2.5. Costs other than those indicated in Section 2.4 are additional. It is stressed in this connection that the programme fee does not cover air travel, other travel costs, insurance (see Section 7), vaccination, visas, course material or excursions and arrangements that are not a mandatory part of the tuition programme.
- 2.6. Kulturstudier reserves the right to price the programme differently in different currencies. We make reservations for exchange rate changes that may lead to differences in fees being greater than expected. Students are required to pay the programme fee stipulated by Kulturstudier for the country where the students receive public funding for their studies, or alternatively for their country of residence.
- 2.7. Kulturstudier charges programme fees in four currencies: SEK for Swedish students, NOK for Norwegian students, DKK for Danish students and EUR for students from other countries.

- 2.8. Failure to pay the programme fee by the deadline stipulated in a first reminder will result in loss of the place and ordinary enforcement through the courts of law. If the student does not pay on time, interest will accrue according to the Norwegian Act relating to interest on overdue payment.

3. Financing

- 3.1. Students are themselves responsible for applying in good time for funding from the Norwegian State Educational Loan Fund (Lånekassen), CSN, SU or other funding institution and for ensuring that the conditions for the funding are met. The obligation to pay Kulturstudier does not lapse if a student should fail to fulfil the requirements for funding.

4. Cancellation/withdrawal

- 4.1. Cancellations must be made in writing to Kulturstudier at mail@kulturstudier.no. Deposits are not refundable.
- 4.2. If cancellation occurs 30 days or less prior to the first scheduled day of tuition, the student must pay 10 000 NOK of the programme fee to Kulturstudier.
- 4.3. If cancellation or withdrawal occurs after the first scheduled day of tuition, Kulturstudier will retain the entire tuition fee.

5. Kulturstudier's obligations

- 5.1. Kulturstudier is responsible for:
 - (i) Following up with the university that the course is completed according to the curriculum. The university may nevertheless make changes if special circumstances indicate a necessity. In cases where there is a change from the scheduled programme, Kulturstudier must make all reasonable efforts to minimise inconvenience to students.
 - (ii) To ensure that the university is officially approved in its home country.
 - (iii) To make reasonable efforts to assist individual students with problems of an academic or social nature.
 - (iv) To inform the student of changes in schedules and programmes and provide information relevant to the course.
 - (v) To take out insurance in accordance with the information provided by the student.

6. The student's obligations

- 6.1. Students are responsible for:
 - (i) Complying with the payment deadlines they are given
 - (ii) Taking out insurance in accordance with stipulated conditions (see Section 7)
 - (iii) Observing the rules and regulations issued by national and local authorities, and the rules of Kulturstudier's study centres (see Section 11)
 - (iv) Conducting themselves in a manner that does not inconvenience fellow students
 - (v) Reporting at the start of the course according to the instructions issued by Kulturstudier.
 - (vi) Ensuring that the subjects the student studies through Kulturstudier can be incorporated in a bachelor's or master's degree.
- 6.2. Bullying and racism will not be tolerated.
- 6.3. In the event of failure to comply with these obligations, students may be denied the right to participate in

- Kulturstudier's activities and expelled from the programme without a claim for reimbursement of the programme fee.
- 6.4. Kulturstudier reserves the right to anonymously use exam papers for future teaching purposes.

7. Insurance

- 7.1. Students are obligated to purchase Kulturstudier's group student insurance through Gouda Travel Insurance. Kulturstudier takes out the insurance and issues an insurance certificate together with an invoice. The insurance policy is valid for a period stipulated by Kulturstudier provided that the insurance premium has been paid by the deadline.
- 7.2. Students are obliged to comply at all times with Gouda's insurance conditions and to familiarise themselves with them.
- 7.3. If students have other insurance, they can choose between cancelling the other insurance and carrying double insurance.
- 7.4. The insurance premium is not refundable in the event of withdrawal from the programme.
- 7.5. Kulturstudier does not accept responsibility, irrespective of the cause, if the student provides erroneous or inadequate information in connection with travel insurance. The same applies if the student is subject to illness, accident or loss of assets that is not covered by the insurance. In the latter case, Kulturstudier may provide practical assistance, but the student must cover all expenses personally.

8. The travel

- 8.1. Kulturstudier bears no responsibility for the flight tickets of the students.
- 8.2. The student is personally responsible for the necessary travel documents, such as air tickets, passports, visas, and for ensuring that a visa is issued. Kulturstudier disclaims any responsibility for any loss that might occur as a result of lack of a visa or other factors that change the travel or make the travel impossible.

9. Kulturstudier's right to cancel

- 9.1. Kulturstudier reserves the right to cancel the programme in the event of too few participants, or interrupt as a result of other circumstances beyond Kulturstudier's control, including, but not limited to, war or state of war, natural disaster, epidemic, labour disputes, refusal of visa or similar that make it indefensible to hold the course, other circumstances at the study centre that represent or may represent a hazard to life or health or other circumstances at the course location that make it unreasonable to require that the agreement be fulfilled.
- 9.2. Students must be informed of cancellation due to too few participants as soon as possible, and 30 days at the latest before the start of the programme.
- 9.3. If any of the above should occur, Kulturstudier has the right to hold the tuition at another course location or use distance learning. If no tuition is offered, the student has a right to reimbursement of the programme fee.

10. Accommodation

- 10.1. Kulturstudier offers accommodation at the course locations.
- 10.2. The student may waive the right to accommodation if Kulturstudier is notified at the latest 30 days before the first day of tuition, and the programme fee will be reduced by the amount saved by Kulturstudier. If the right to accommodation is waived at a later date, the programme fee will not be waived. The student must personally cover the costs of any alternative accommodation.
- 10.3. Single rooms are offered for an additional charge which must be paid by the same ordinary deadline as that applying to the programme fee.
- 10.4. Students who withdraw from the programme or are excluded according to Section 6.3 or 11.9 must move out of the accommodation with no claim for reimbursement of the programme fee.

11. Rules for Kulturstudier's study centres

- 11.1. The student must not behave in a manner that is liable to detract from the benefit other participants gain from the tuition, or their general well-being.
- 11.2. The student must show consideration for other residents and have respect for quiet, order and other people's property.
- 11.3. Kulturstudier does not accept responsibility for the student's personal property.
- 11.4. Participants must abide by the house rules stipulated by the individual place of accommodation. Illegal behaviour leads to expulsion from the study programme and place of accommodation.
- 11.5. Students are required to follow the regulations of the university which owns or is affiliated with the study programme.
- 11.6. Tuition is mandatory. The student is obligated to give prior notice of absence from tuition. The student is personally responsible for buying necessary reading and course material and for maintaining an overview of deadlines for mandatory delivery of assignments.
- 11.7. In the event of concern regarding the student's physical or mental health, Kulturstudier reserves the right to contact the student's family or guardians. The student may also be urged to contact a doctor. If the student does not comply with the request or a doctor advises against further studies, the student must return home for his or her own account.
- 11.8. Guests may only be brought to the student's accommodation or place of study with the permission of the landlord or Kulturstudier.
- 11.9. The student undertakes to comply with orders from Kulturstudier. In the event of infringements, Kulturstudier may decide to expel the student from the course and place of accommodation without reimbursement of the programme fee.

12. Liability for damages

- 12.1. The student may be held liable for damages if he/she is the cause of Kulturstudier incurring losses or damage, including damage and/or vandalism to fittings and furnishing or to property.

- 12.2. Kulturstudier disclaims any liability for losses or damage due to circumstances beyond Kulturstudier's control. Kulturstudier also disclaims any liability for indirect losses.
- 12.3. Kulturstudier also disclaims any responsibility for any errors or deficiencies in Kulturstudier's general information material and on its website.

13. Complaints

- 13.1. Complaints must be submitted in writing to Kulturstudier. This applies to all complaints relating to accommodation, food or other matters associated with Kulturstudier's courses / study centres. Complaints should be submitted to Kulturstudier's representative at the course location and to Kulturstudier's e-mail address: mail@kulturstudier.no. The student forfeits the right to invoke defective performance if he/she has not reported the defective performance as soon as possible and without undue delay. The student must give notification of any claim at the same time.
- 13.2. The matter is regulated by Norwegian law, and the Oslo District court is adopted as the place of jurisdiction.

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