**Application Form**

**U.S.-German Summer Law School in International and Comparative Law 2022**

The following steps will guide you through our application form. Nevertheless, if you have any questions during/concerning the application process, please do not hesitate to contact the team via email at summerlaw@recht.uni-giessen.de

Before you start the process make sure that you have

* CV (in English)
* passport
* vaccination certificate
* your thorough letter of motivation (in English)
* a certificate of your proficiency in the English language (in English)
* official transcripts of records (optional)
* a picture of you (optional)

on hand.

*Please note: Your language certificate has not to be an official one like the TOEFL Test or IELTS because we know that they are very expensive. A certificate that you took part in an English Language Course or in a Legal English Course can also be perfectly fine.*

Additionally, if you want to apply for a partial scholarship you will need to upload fur- ther documents. A full list can be found on our homepage. Kindly use the corrsponding pages. **U.S. - German Summer Law School:**[**Read more**](https://www.uni-giessen.de/fbz/fb01/internationales/summer-schools/application-process/copy_of_scholarships)

Note: Please circle the suitable answer.

Example:

|  |  |
| --- | --- |
| English proficiency (personal opinion)  | Beginner / Elementary / Intermediate / Upper Intermediate / Advanced / Fluent / Mother Tongue |

**PERSONAL INFORMATION**

**Identity:**

|  |  |
| --- | --- |
| Family Name |       |
| First Name |       |
| Gender | --- / Male / Female  |
| Date of birth | dd.mm.yyyy |
| Country of birth |       |
| Place of birth (as indicated in your passport) |       |
| Nationality |       |

**ADDRESS**

**Contact data:**

|  |  |
| --- | --- |
| Country  |       |
| Street |       |
| ZIP Code |       |
| City |       |
| Phone (+ country calling code) |       |
| Email |       |
| *Please note: Emails will be our main tool of communication through which you will receive all important information! Please make sure to type it in correctly.*  |

**LANGUAGE SKILLS**

|  |  |
| --- | --- |
| Mother tongue  |       |
| Mother tongue 2 |       |
| English proficiency (personal opinion)  | Beginner / Elementary / Intermediate / Upper Intermediate / Advanced / Fluent / Mother Tongue |

**EMERGENCY CONTACTS**

**Contact**

|  |  |
| --- | --- |
| Family Name  |       |
| First Name |       |
| Email  |  |
| Phone number |  |
| Relationship (e.g. mother, friend,..) |  |

**EDUCATIONAL BACKGROUND**

**Current Studies**

|  |  |
| --- | --- |
| Name of home university |       |
| Country of home university |       |
| Faculty/Department |       |
| Study Path |       |
| Degree/Qualification pursued at home institution  | Undergraduate, Bachelor / Undergraduate, State Exam / Graduate, Master / Ph.D. / Working Professional  |
| Number of higher education study years prior to study abroad | 1 / 2 / 3 / 4 / 5 / 6 / 7 / 8 / more than 8 |

**FURTHER INFORMATION**

**Partial Scholarship**

I apply for a partial scholarship.

[ ]  Yes [ ]  No

*If yes, please attach a letter of reference by one of your professors in English as well as a transcript of records.*

**Academic courses**

|  |
| --- |
| Please choose **2** out of the following **4** courses.[ ]  International Economic Law and Business Transactions[ ]  Business Ethics and Human Rights[ ]  Comparative Constitutional Law[ ]  International Intellectual Property Law |

**Language course**

I want to participate in the optional German Language Course

[ ]  Yes

 [ ]  No

**Special needs**

Do you have any food restrictions? Please note: We cannot guarantee all food items will be edible for everyone when we provide catering for special events.

|  |  |
| --- | --- |
| I am intolerant towards |       |
| I am intolerant towards |       |
| If other please enter here |       |
| I am  |       |

Do you have an allergy, impairment or long-term medical condition which may affect your studies ? *Mention especially former diseases, which might be important to a doctor in case of an emergency.*

[ ]  Yes [ ]  No

|  |  |
| --- | --- |
| If yes, please enter here: |       |

Do you take any prescription drugs during your stay? Make sure to have a sufficient supply with you at any time.

[ ]  Yes [ ]  No

|  |  |
| --- | --- |
| If yes, please enter here: |       |

**TERMS AND CONDITIONS**

The Summer School is hosted by the Justus Liebig University Giessen, but participants in the U.S. - German Law School will not be enrolled as regular students of the Justus Liebig University Giessen.

**Payment Policy**

Upon acceptance, the program dee is due 7 days after acceptance. Each participant will receive details on payment options after his/her acceptance to the program. Payments may only be made by bank transfer. If a participant does not fulfill his/her payment obligations, he/she hereby acknowledges and agrees that his/her application will automatically be rejected.

**Cancellation Policy**

If you got accepted for a particular program and also accepted the offer, you need to pay a registration fee of 250,- Euro. This registration fee will not be refunded under any conditions. The date of a rescission during the particular year will influence the refunded amount of the already payed program fee. (until March 31st: 100%, until April 30th: 75%, until May 31st: 50%, until June 15th: 25%). No refunds will be issued after June 15th of the particular year of the program.

**Disclaimer**

The Summer School, its organizers, staff, lecturers, and teachers shall not be held accountable for any damage to personal property or for any injuries suffered by participants during the Summer School program, except where the damage or injuries suffered are caused by acts of willful intent or gross negligence. The Summer School shall not be held accountable for any damage to property or injury to persons caused by participants.

**Important**

In the case of misbehavior, the organizers of the Summer School reserve themselves the right to dismiss a participant from the program, regardless of time and date during the program. Misbehavior constitutes e.g. attacks and insults on other participants, staff, or other third persons, drug abuse, and excessive alcohol abuse. The dismissal of a participant from the course is solely at the discretion of the organizers. Respect and tolerance such as appropriate behavior are personal requirements which should be taken seriously by each student. Should a person be dismissed from the program, no fees will be refunded to him/her.

**Governing Law, Jurisdiction**

This contract shall be governed by the laws of the Federal Republic of Germany. The place of jurisdiction for all disputes arising hereunder shall be the courts of ordinary jurisdiction in Giessen.

**By submitting this application form, the applicant certifies that he/she wishes to participate in the U.S. - German Summer Law School Giessen and that he/she acknowledges and accepts to be legally bound by its terms and conditions stated above.**

**Terms of Conditions accepted:**

[ ]  Yes

[ ]  No

**DATA PROTECTION**

The Justus-Liebig-University is processing personal data for the purposes of the application process and implementation of the Summer School. The legal basis is Article 6 (I) EU-GDPR. Your obligation to provide the data, without which the application cannot be submitted, arises from the application itself.

Your data can be passed to external administrative institutions, such as the city council (e.g. for bus tickets) or the insurance department.

Your data will be stored over a period of 5 years. You are entitled to require an insight of your data at any time. Furthermore, you are entitled to have your data corrected, to send inquiries or to restrict the processing (Art. 15, 16 and 18 EU-GDPR). In case you consider your data processing illegal, you have the right to complain in front of the Hessian data protection commissioner ( Art. 77 EU-GDPR, §55 Hessian Data Protection and Freedom of Information Law). Above that, you are entitled to withdraw your consent referring to the data processing or to desire a deletion of your data (Art. 7 (III), Art. 17 EU-GDPR). Moreover, you can demand the transmission of your data in a portable form or the transfer to another responsible (Art. 20 EU- GDPR).

Responsible for the data processing of the Justus-Liebig-University is the Justus-Liebig-University Gießen, Ludwigstraße 23, 38390 Gießen, represented through its president. Data Protection supervisors are:

Axel P. Globuschütz
Ludwigstraße 23, Raum 227
35390 Gießen
Datenschutz@uni-giessen.de
Tel. 0641-99 12230

Dr. Robert Pfeffer
Ludwigstraße 23, Raum 221
35390 Gießen
Datenschutz@uni-giessen.de
Tel. 0641-99 12250

**Data Protection accepted:**

 [ ]  Yes

[ ]  No

**PHOTOS** By submitting this application form the participant agrees that group pictures taken during the Summer Schools can be used for advertising purposes. If you do not agree with that, you are obligated to point this out again in a group photo situation.

|  |  |
| --- | --- |
|  [ ]  Pictures of my person are allowed to use for advertising. |       [ ]  Pictures of my person are NOT allowed to use for advertising. |
|  |  |

Date, Place Signature

**RELEVANT DOCUMENTS TO BE ATTACHED**

Please be sure to have all you documents ready to be sent!

* CV
* a copy of your vaccination certificate
* your thorough letter of motivation
* a certificate of your profiency in the English language
* transcript of records (optional)
* a picture of you (optional)

Please note: If you apply for a scholarship, you also need a letter of reference by one of your professors/lecturers and a transcript of records.

**Please submit the complete application to: summerlaw@recht.uni-giessen.de**