

# *Scholae romanae*

## Regulations

### **Registration**

1. Applications can only take place via the website or email by submitting the completed application form, followed by payment of deposit by bank transfer. Registration is only valid upon receipt of the deposit, provided the deposit is sent within ten days from the sending of the form. Applications without immediate payment will be considered provisional applications. The participant cannot derive any rights from the provisional application.
2. By submitting the application form the participant declares to have read these regulations, and in addition declares himself or herself in agreement with its contents.

### **Placement and admission**

3. Registration closes on the date indicated on the website. This date may be extended if there are still places available on the course, a decision that is entirely left to the discretion of the course provider. In the event that the number of registrations exceeds the number of available places, the course provider reserves the right to close registration before the date indicated. Any changes will be announced on the website.
4. The *Schola Latina* reserves the right to decide whether an applicant should or should not be admitted, depending on the applicant's starting level or on any other consideration; this decision too is entirely left to the discretion of the *Schola Latina*.

### **Cancellation by the *Schola Latina***

5. The *Schola Latina* reserves the right to cancel the course. The *Schola Latina* will within one month before the closing date (for registration) of the course either in writing or by e-mail inform participants of a cancellation due to lack of interest.
6. If in the opinion of the *Schola Latina* placement or admission is not possible, or if the *Schola Latina* has cancelled the course, the registration will be annulled without any costs, and course fees already paid will be fully reimbursed. The maximum compensation of (duly documented) travel expenses has been set at 200 euros.

### **Cancellation by the participant**

7. Costs will be owed in the event of cancellation or if the participant interrupts the course or ends it prematurely. These costs are as follows:
  - If the participant cancels within the middle of the month of May of the current year, they will not receive the deposit back, but will not have to pay any other fee.
  - If the participant cancels after the said term, they will have to pay the full course fee.
  - If the participant ends the course prematurely, no refunds will be issued.

### **Responsability**

8. The participant exempts the *Schola Latina*, its legal representative, Mr Roberto Carfagni, and his colleagues from any civil or criminal liability arising out of false or misleading statements, or out of any damages, accidents or injuries which might affect either him or any other person, during the courses.

### **Final provisions**

9. Any disputes resulting from the agreement between the participant and the *Schola Latina* that cannot be resolved in mutual consultation will be brought before the court of Avellino.



**Privacy statement**

10. All personal information provided by visitors to the *Schola Latina* website will be treated with the utmost care, and will be carefully processed and protected, according to the Italian legislative decree 196/2003.

Furthermore, the participant declares to be aware that the activities of the *Schola Latina* might be photographed, filmed for television, video-recorded, recorded for radio, or might be part of a news report, and hereby waives any objection to that, and to any use of their image.

