

## Conditions for Participation

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### Target Group

- The transdisciplinary qualification program offered by the Freiburg Research Services is aimed at researchers at the University of Freiburg with a doctoral degree who are under the level of a W3 professorship.
- Postdoctoral researchers from all faculties except the Faculty of Medicine are eligible to participate in the program if they are conducting research or academic work (e.g., writing a habilitation thesis) at the University of Freiburg and are earning further qualifications to improve your chances of receiving a professorial appointment.

### Registration and Waiting List

- To register for courses or workshops, you need to fill out completely the registration form and send it via email to [kursprogramm@frs.uni-freiburg.de](mailto:kursprogramm@frs.uni-freiburg.de). Please take note of registration deadlines.
- Registration for courses is binding. After we have verified your registration, you will receive a confirmation email. Requests are processed in the received order (first come, first served).
- Your registration infos (your statement concerning your doctoral degree and your email address, in particular) will be passed on to the trainers. The trainers may contact the participants before the course begins.
- If a course is already booked out, you may request to be placed on the waiting list (by sending an email to [kursprogramm@frs.uni-freiburg.de](mailto:kursprogramm@frs.uni-freiburg.de)). Persons on the waiting list will be sent a message on short notice if free spaces are available.

### Participation and Certificate

- The number of participants in our courses is limited.
- You may only take a course if you belong to its target audience.
- The trusting and productive participation of the participants is what makes the courses come alive. Teachers are therefore authorized to exclude participants who fail to participate from the rest of the course. Participants may also be excluded from the course for spreading confidential information or for any other kind of inappropriate behavior.
- All courses in the qualification program begin at the time indicated (sine tempore). Participants are expected to be on time.
- For certain types of courses (e.g., workshops), you can only receive a certificate if you attended the entire course.
- If you miss more than 20% of the course meetings, you cannot receive a certificate.

## **Cancellation of Registration and Courses**

- If you are unable to attend a course you have registered for, please cancel your registration by sending an email to [kursprogramm@frs.uni-freiburg.de](mailto:kursprogramm@frs.uni-freiburg.de) no later than seven days before the course is scheduled to begin so that the next person on the waiting list can take your place.
- Please do not send your cancellation notice directly to the teacher.
- If you fail to attend a workshop without cancelling your registration timely, miss more than 20% of a course, or stop attending a course after it begins, we reserve the right to exclude you from the FRS qualification program for postdoctoral researchers for one semester if you do not provide a doctor's certificate or other valid evidence. We cannot issue a certificate for attending the course either in this case.
- We reserve the right to cancel courses at short notice in certain justified cases (e.g., illness of teacher).