1. **Basic aspects**

1.1. The General Terms and Conditions apply to all services offered by KoWi in the areas of information, advice, training and the use of the KoWi infrastructure.

1.2. The General Terms and Conditions may be supplemented by specific terms of business or terms of use for individual services (e.g. for events subject to a charge, as outlined in the regulations on payment and cancellation, or for the KoWi newsletter).

1.3. In accordance with the statutes of the KoWi supporting association, the services offered are non-profit. They are available to researchers and administrators from the members of the supporting association (AvH, AiF, DAAD, DFG, FhG, HGF, HRK, MPG, Stifterverband, WGL) and representatives of public German institutions such as universities, non-university research institutions and ministries.

1.4. Access to services may be granted to non-profit organisations from the fields of research, science and education other than those mentioned in 1.3, but not to commercial organisations.

1.5. For individual services, specific target groups can be defined and access can be restricted to these groups, e.g. scientists or EU research managers.

1.6. KoWi reserves the right to adapt the services offered and to set a minimum number of participants for the use of services.

1.7. The use of services is mostly free of charge. Exceptions are events that are subject to a charge, such as, for example, the KoWi Annual Conference or EU-Kompakt.

2. **Participation in events**

2.1. Some KoWi events are designed and carried out in collaboration with external stakeholders. They can be held online, hybrid or on-site (if applicable, also on the KoWi premises).

2.2. Prior registration is required for participation. Registrations are open until the specified registration deadline or until the event is fully booked.

2.3. Registrations are generally considered in the order in which they are received.

2.4. Usually, the confirmation of technical transmission of the registration alone does not entitle to participate. KoWi (or the external partner, if applicable) will only send a personalised confirmation of registration once the registration has been checked and accepted.

2.5. In the case of events for specific target groups, KoWi reserves the right to decline participants who have registered on time but do not correspond to the defined target group.
2.6. Travel, accommodation and catering costs are generally to be borne by the participants.

2.7. Cancellations by participants are to be addressed to the relevant contact person of the event in question, with indication of the name and the event concerned. Any costs resulting of the cancellation must be borne by the participant.

2.8. KoWi is entitled to cancel an event at short notice for important reasons, such as force majeure, sudden illness, insufficient number of participants or other unforeseeable events. In such cases, registered participants will be informed by e-mail as soon as possible. A claim for reimbursement of travel and/or accommodation costs and loss of working hours is excluded.

2.9. KoWi is entitled to make changes to the content, methods and organisation before or during the event, provided that these do not significantly change the benefits of the announced event for the participants.

3. Data protection

The KoWi data protection regulations apply:

4. Copyright

4.1. Event documents and publications, including texts in the KoWi newsletter and on the KoWi website as well as graphics created by KoWi, are protected by copyright and may not be used for commercial purposes. Any non-commercial use is only permitted with appropriate reference to the source.

4.2. Exceptions to copyright arise from the label "generated with AI".

5. Liability

5.1. The information published via the different KoWi information channels is put together with the greatest possible care. Nevertheless, no guarantee can be given that the content provided is up-to-date, correct and complete. Liability is excluded.

5.2. Despite careful control of the content, KoWi assumes no liability for the content of external links. The operators of the linked pages are solely responsible for their content.

5.3. As an event organiser, KoWi is only liable for damages if these are due to gross negligence or intent.

5.4. Liability is excluded for damage incurred during travel to and from the event venues, as well as for losses and accidents.
6. **Final provisions**

6.1. If you use the KoWi services and/or participate in KoWi events, you agree to these General Terms and Conditions.

6.2. The law of the Federal Republic of Germany applies.

6.3. Should individual provisions of these General Terms and Conditions be ineffective or lose their validity due to a circumstance occurring at a later date, the validity of the other provisions in these General Terms and Conditions remains unaffected. The ineffective provision shall be replaced by a provision that comes closest to what the parties would have wanted if they had considered the point in question. The same applies to loopholes in this provision.

6.4. The exclusive place of jurisdiction is KoWi’s head office in Bonn.

*June 2024*