

Cancellation policy

Right of withdrawal

You have the right to withdraw from this contract within fourteen days without giving any reason. The withdrawal period is fourteen days from the day on which you, or a third party designated by you who is not the carrier, takes possession of the first item of the distance learning material.

If the distance learning material is provided exclusively in digital form and not on a physical data carrier, your right of withdrawal expires upon your first access to the distance learning material, provided that you have expressly consented to commencement of the service before the end of the withdrawal period and acknowledged that your right of withdrawal will expire upon first access. Without such consent, access to the distance learning material will only be granted after the fourteen-day withdrawal period has expired.

To exercise your right of withdrawal, you must inform the

Fernstudieninstitut der Berliner Hochschule für Technik
Luxemburger Str. 10
13353 Berlin
Telefon: 030/4504-6000
E-Mail: fsi@bht-berlin.de

by means of a clear statement (e.g., a letter sent by post, fax, or email) of your decision to withdraw from this contract. You may use the attached sam Model Withdrawal Form to exercise your right of withdrawal; however, its use is not mandatory.

To meet the withdrawal deadline, it is sufficient that you send your notice of withdrawal before the withdrawal period expires.

Consequences of withdrawal

If you withdraw from this contract, you must return the distance learning material to us without undue delay and, in any event, not later than fourteen (14) days from the day on which you notified us of your withdrawal. The deadline is met if you dispatch the distance learning material before the fourteen-day period has expired. You will bear the direct cost of returning the distance learning material.

We will use the same means of payment for this refund as you used for the original transaction, unless expressly agreed otherwise with you; in no event will you be charged for this repayment. We may refuse to refund until we have received the distance learning material back or until you have provided proof that you have returned the distance learning material, whichever is earlier.

-Sample-

Withdrawal form

If you wish to withdraw from the distance learning contract, please complete this form and return it within fourteen (14) days of receiving the contract confirmation from the distance learning institute.

Berliner Hochschule für Technik
Fernstudieninstitut
Luxemburger Str. 10
13353 Berlin
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Withdrawal

I/we hereby revoke the distance learning contract concluded by me/us.

Distance learning course: _____

ordered on: _____

First name and Last name: _____

Your street, house number: _____

Your postal code, city: _____

Date

Signature (only for paper communications)