General Course Information and Legal Notice

A. Course location

1. Unless otherwise specified, the course will take place at the Siracusa International Institute for Criminal Justice and Human Rights (the Institute), which is the new public name for the Foundation International Institute of Higher Studies in Criminal Sciences (ISISC – Onlus) in Siracusa, Italy.

2. The Institute will provide a limited number of computers with internet access and printing facilities for participants’ use. However, participants are encouraged to bring their personal computers with which they can connect to the Institute’s wireless internet network.

3. The Institute has a library containing over 24,000 volumes in international criminal law and comparative international law that are available for participants’ consultation.

B. Course participation

Registration

4. The number of registration places available for participants is limited. Applications will be assessed against any specified eligibility criteria. Geographical and gender balance will be taken into consideration.

5. Unless otherwise specified, the course will be conducted in English. A high level of English proficiency is required.

6. Applications can be submitted until the specified deadline or until the maximum number of participants has been reached. This will not affect the cancellation conditions at clauses 16 to 18. The Institute will offer the following discounts on registration contribution costs: 10% discount for members of Programme Partners; 10% discount for young lawyers (less than 35 years of age), which can be applied with the discount for Programme Partners’ members; and, 10% discount if the applicant has previously attended courses as part of the International Defence Counsel Programme (this discount can also be applied together with the discount for Programme Partners’ members).

7. Registration is legally binding. Cancellations must only be carried out in accordance with clauses 16 to 18.

8. The Institute will make available the list of registered participants, and their titles, addresses and emails, to all participants and Programme Partners. Registered participants may request that the Institute does not distribute their personal data but such request must be submitted no later than two weeks prior to the commencement of the course.

Payment of registration cost

9. The participant must pay the registration contribution cost within fifteen (15) days of being notified of their acceptance in the course, by means of a bank transfer to the Institute. Participation will not be possible without prior payment. Any additional costs associated with transferring payment to the Institute must be borne by the participant. The Institute will provide the participant with a receipt of payment on request. It is noted that, as the Institute is a not-for-profit Foundation, it is not liable for Value Added Tax (VAT).
10. The registration contribution cost covers lunch and coffee breaks provided by the Institute on each course
day, course materials, and a welcome and farewell lunch and dinner, as detailed by the Institute.

11. Sponsorship programs may be available to ensure that participants from a variety of regions and countries
have the opportunity to attend the course.

12. The participant must cover his or her own travel and accommodation expenses. Ground transportation to
and from Catania Airport can be arranged by the Institute, but at the participant’s own expense. Under the
“Social activities” section of the Programme website, participants can find suggestions on accommodation
and restaurants close to the Institute.

Course completion

13. Attendance and active participation is required at all course sessions. Failure to attend more than two
sessions will disqualify participants from receiving a certificate of attendance.

14. A certificate of attendance will be issued to participants who meet the minimum attendance and
participation requirements.

15. It is the responsibility of each participant to initiate and complete any relevant accreditation processes
with their bar association or law society to have their completion of a given course credited towards their
continuous legal education requirements. The Institute will endeavor to facilitate this process to the extent
possible.

Cancellation

16. The Institute may cancel a course up to four weeks before its commencement. In this event, registration
contribution costs which have already been paid to the Institute will be fully reimbursed. The Institute
will not be liable for any other costs or damage that might have been caused by the cancellation.

17. In the event that one or more advertised speakers cannot deliver their lecture for whatever reason, the
Institute will take all reasonable steps to find a replacement speaker with equivalent relevant expertise
and competence.

18. A participant may cancel his / her registration until two weeks prior to the course commencement date.
In such instance, the Institute will retain 50% of the registration contribution cost. If a participant cancels
their registration more than two weeks but less than four weeks before the commencement date, the
Institute will retain 20% of the registration contribution cost. A reimbursement request must be made in
writing to the Institute.

C. Other legal provisions

19. If specific clauses of this notice are declared invalid by a court of law, this will not affect the validity of
the remaining clauses.

20. The Institute shall not be held responsible for incorrect information or other issues caused by technical
problems or other reasons not attributable to the Institute.

21. By submitting an application for registration in a given course, participants declare that they accept the
terms and conditions set out in this Legal Notice in their entirety unless otherwise stated in accordance
with this Legal Notice.
22. This Legal Notice will be interpreted and governed in accordance to Italian law.

D. Data protection

23. The Institute collects, treats and stores data for the purposes of the organisation and administration of its courses, as well as the distribution of information to participants, alumni and Programme Partners about events, future initiatives or publications related to the Institute or to Programme Partners.

24. The participant’s name, email address and other relevant information submitted for the purpose of registration, will be stored in the Institute’s database and possibly in the databases of Programme Partners, for the purposes stated in clause 23, unless the participant notifies the Institute in writing that he or she does not wish the Institute or the Programme Partners to do so.

25. The participant may at any time request that the Institute changes, amends, or deletes his / her data indicated under clause 24. In this case, the Institute will notify the Programme Partners if they have received such data.

26. Participants understand that their image and/or voice may be photographed, recorded or filmed during the course, and consent to the Institute using such images and recordings for the use of promoting its work.

27. All correspondence concerning personal data should be addressed to the Institute at idc@siracusainstitute.org

E. Participants requiring a Visa

Participants needing a Visa to participate in a Course who may require the Siracusa Institute’s assistance in completing or submitting their Visa application, are kindly requested to register for the Course as early as possible and notify the Institute’s Administrative Office of their specific request for assistance by email at: idc@siracusainstitute.org

The Institute is only able to assist participants once full payment of registration costs has been finalised.

All participants are responsible for initiating and pursuing his/her Visa application.

Please consider that Visas are usually issued by Italian Embassies and Consulates more than 30 days after a Visa application is submitted.