

IRE|BS Immobilienakademie

International Real Estate Business School
Universität Regensburg

FURTHER EXECUTIVE EDUCATION WHICH HELPS YOU GET AHEAD

APPLICATION FORM

EXECUTIVE MBA IN REAL ESTATE



Programme

- Executive MBA in International Real Estate
- Executive MBA in Real Estate Finance
- I am a graduate of Immobilienökonom (IRE|BS or ebs)
- I am a Member of IMMOEBS e. V.
- I am a Member of IRE|BS Core e. V.
- I am a Member of DVFA
(Please provide verification)

Firstname, Lastname: _____

Term Dates:

Details on current term dates and campuses as well as the current tuition fees, including early booking discounts and terms of payment, can be found on our home page www.irebs-immobilienakademie.de.

Enrolment deadlines Documents Required

- Application form** (Original)
 - Curriculum vitae** (PDF via e-mail)
 - Copy of a valid identity card or passport** (the data not required for identification, in particular the imprinted access and serial numbers can and should be masked on the copy).
 - Officially authenticated copy of your University entrance qualification** (e.g. Abitur/A-level certificates). Officially authenticated copies can be provided by seal-bearing public authorities and notaries (e.g. municipal or local government authorities, residents' registration offices, schools etc.) Parish offices, health insurance providers, banks and savings banks are not accepted.
 - Officially authenticated copies of certificates of intermediate or final examinations at universities**
 - Certificate of student's health insurance** from a statutory health insurance provider or evidence of exemption from compulsory student insurance. Certificates from a private health insurance provider will not be accepted! You can find information on student's health insurance at www.uni-regensburg.de/studium/studentenkanzlei/antraege-bescheinigungen/krankenversicherung/index.html; www.uni-regensburg.de/ur-international/international-students/health-services/index.html.
 - Printed out and signed enrolment application** (Please do not forget to upload a photo for your UR card.
The enrolment fee will be taken by IREBS International Real Estate Business School
www.campusportal.uni-regensburg.de/selbstregistrierung)
 - Data privacy notice** (PDF via e-mail)
 - Consent for photographic images** (Original and PDF via e-mail)
- Please send your completed application form and all above-mentioned documents until 12 August to the following address:
IRE|BS Immobilienakademie GmbH
Kloster Eberbach | 65346 Eltville | Germany
- Please send your e-mail with the above-mentioned documents attached to the following e-mail address: zulassung@irebs.de

Place, date, signature of applicant

Signature, company stamp employer

The data collected is intended only for internal use by the IRE|BS Immobilienakademie and the University of Regensburg. It will be made available to third parties only as an analysis of the full intake (in aggregated form and without giving names). Please report changes to the data immediately by return to the IRE|BS Immobilienakademie.

Personal Data

Title / First Name / Last Name

Date and place of birth

Address home

Street name and number

Postcode, place

Telephone numbers (please include full country and area code)

Land line

Mobile

E-Mail

Address work

Company

Position

Department

Street name and number

Postcode, place, land line

Telephone numbers (please include full country and area code)

Mobile

E-Mail

Bring Your Own Device (BYOD)

Part of the program is a tablet, which we hand over to you on the first day. Do you want to use your own device? Please contact our study managers for our discount on Bring Your Own Device (BYOD).

Bring Your Own Device (BYOD):

Tablet

BYOD

DECLARATION

I hereby confirm that my application for admission is true and honest. I have noted the terms and conditions and the tuition fees and terms of payment of the IRE|BS Immobilienakademie and accept them as part of the contract.

How will your tuition fees be paid?

Personal resources

Employer

pro rata: personal
employer

%

How would you like to be contacted?

Postal Address

home

work

E-mail Address

home

work

Billing Address

home

work

other:

Position in the Company

Executive management/board/owner Authorised

Signatory/departmental manager

Group/team manager

Employee (without responsibility for personnel)

Professional Experience

_____ years when commencing study

_____ of those years in the real estate sector

Statistical Data

School Education

- General qualification for university entrance
 - Advanced college entrance qualification
 - Others:
-

Qualifications and Examinations (including professional training)

Awarding institution _____

Course title _____

Award title _____

Start date: _____ end date: _____

Awarding institution _____

Course title _____

Award title _____

Start date: _____ end date: _____

Job Role

- Real Estate Development
 - Construction/Project Management
 - Facility/Property Management
 - Real Estate Analysis
 - Real Estate Valuation
 - Real Estate Investment
 - Real Estate Finance
 - Real Estate Marketing
 - Portfolio Management
 - Corporate Real Estate Management
 - Public Real Estate Management
 - Private Real Estate Management
 - Real Estate Asset Management
 - Other:
-

Sector of Employer

- Property Investor
 - Real Estate Developer
 - Real Estate Lender
 - Contractor/Builder
 - Real Estate Operator
 - Property Manager
 - Public Sector/Non Profit Organisation
 - Corporate
 - Service Provider (please specify)
 - Architect/Planning Experts
 - Project Manager
 - Researcher
 - Agent
 - Consultant
 - Accountant/Tax Advisor
 - Lawyer
 - Facility/Property Manager
 - Asset Manager
 - Valuer
 - Other:
-

How did you find out about the course?

- Brochure
- Advertisement
- Specialist articles/press articles
- Internet
 - Website
 - XING
 - Facebook
 - Google
 - Twitter
 - LinkedIn
- Trade fairs/conferences/specialist events
- Personal recommendation via:
 - Alumni
 - Employer
 - Colleagues/friends
 - IMMOEBS e. V. (Alumni Association)
 - IRE|BS Core e. V.

Other: _____

Data privacy notice

1. Data controller

The data controller is IRE|BS Immobilienakademie GmbH, Barocketage Kloster Eberbach | 65346 Eltville, represented by its managing director Prof. Dr. Tobias Just (FRICS).

2. Data access

All employees of the data controller have access to your data.

3. Subcontractors

Subcontractors such as IT service providers may also have temporary access to the data. The list of subcontractors can be viewed at www.irebs-immobilienakademie.de/unterauftragnehmer. Appropriate processing contracts exist with each subcontractor in accordance with the EU GDPR.

4. Transfer of the data

As part of the fulfilment of the contract, the necessary data will depend on the course of study /seminar passed on to contractually committed cooperation partners within the EU. The courses of study / seminars and the cooperation partners can be viewed at www.irebs-immobilienakademie.de/kooperationen.

5. Type of data

In addition to fulfilment of the contract, necessary data in the following data categories will be stored:

- ... Contact data incl. address
- ... Date of birth, place of birth
- ... Courses of study enrolled on/of interest
- ... Professional and educational CV
- ... Communication history
- ... Invoice data
- ... Contact data including address of employee

6. Deletion deadline

Prospective students' data will be deleted after two years after your refusal or withdrawal of your application. Students' data will be deleted after 30 years.

7. Transfer to third countries

Transfer of data to third countries and other persons in general shall only take place in the context of collaborations with universities and teaching institutions collaborating under contract. The list of courses of study/seminars and collaborating partners can be viewed at www.irebs-immobilienakademie.de/Kooperationspartner. The data will only be collected in fulfilment of the contract governing future services.

8. Other uses

IRE|BS is entitled to use personal data for the purposes of consultancy, advertising and market research. The passing on of the personal data of students to third parties, in particular for the aforementioned purposes, is not permitted unless the student has declared his or her express consent to this.

9. Legal framework

The EU GDPR provides the legal framework for this data privacy notice.

Consent:

hereby grant my consent to the storage of the aforementioned data.

Date, Name, Signature



General terms and conditions

1. Purpose of contract

These general terms and conditions for services by the IRE|BS Real Estate Academy, hereinafter IRE|BS, govern the provision of training services within the programme selected by the participant and other related services.

The contractual services and participant requirements are given in these terms and conditions and in the relevant official catalogue (in hard copy or download online at www.irebs-immobilienakademie.de).

The parties are IRE|BS and the participant admitted to the course.

2. Application for Admission

2.1. Any offer made by IRE|BS for the programme selected by the participant is subject to confirmation.

2.2. The application to the programme selected by the participant must be made to IRE|BS by the applicant by letter or electronically, attaching all the documents specified on the application form.

3. Admission

3.1. IRE|BS decides whether to admit the applicant to the programme selected by the participant. There is no legal right to admission.

The contract takes effect on registration by IRE|BS.

3.2. The examination procedures for the programme selected by the participant are detailed in the examination regulations. The regulations applicable at the start of the course are valid throughout the study period.

3.3. The participant will comply with all visa regulations applicable and will obtain and renew any resident permit required. IRE|BS is not liable for any loss which might occur from not meeting visa or residence permit requirements.

4. Delayed payment

If a payment period given on an invoice to the participant is not met, IRE|BS is entitled to exclude the participant from the classes and examinations in the programme selected, provided that he or she is given a reasonable period of grace for payment after the end of that payment period and is informed that failure to pay by the end of the period of grace will result in exclusion from the classes and examinations.

5. Termination, withdrawal, cancellation

5.1. The participant is not entitled to terminate the contract after admission to the course. The right of extraordinary termination of the contract remains unaffected.

5.2. IRE|BS is entitled to cancel the contract up to four weeks before the start of the programme selected by the participant if it does not run the further education programme due to insufficient participant numbers. Participant numbers of less than 20 are deemed insufficient.

IRE|BS is, however, free in individual cases to run the course even with a smaller number of enrolled participants. If the participant has already paid tuition fees to IRE|BS before cancellation, they will be reimbursed in full. Further claims by the participant are excluded.

5.3. The participant may only withdraw prior to the date of the first class. If the participant withdraws, IRE|BS will charge 75% of the tuition fees as compensation. This compensation includes loss of profit by IRE|BS. The balance of the tuition fees already paid will be reimbursed. Further claims by the participant are excluded.

The participant is free to find a qualified replacement participant willing to take up the place left vacant by the participant's withdrawal. If the replacement meets the admission requirements and is admitted, the participant who withdrew only has to pay a flat rate of 250.00 Euro to IRE|BS for the additional administration cost instead of the compensation.

5.4. In the event of wilful deception and fraud in relation to the admission or examination procedure, IRE|BS is entitled to exclude the participant from the selected programme. Tuition fees already paid will not be reimbursed in this case.

6. Changes to course content

The right to make slight changes to the content and term of the course is reserved. They do not entitle the participant to terminate the contract. Should speakers have to cancel their attendance, IRE|BS will make an effort to postpone the lecture or obtain a suitable replacement speaker. If the main course content is cancelled, the tuition fee will be reduced pro rata. Further liability on the part of IRE|BS is excluded.

7. Copyright

Seminar documentation and teaching programmes must not be copied, processed, altered, disseminated or otherwise put in the public domain without written consent by IRE|BS.

8. Liability

8.1. IRE|BS is liable in full for damage caused by wilful intent. IRE|BS is only liable for damage caused by gross negligence up to the level of the foreseeable damage intended to be prevented by the duty of care. IRE|BS is only liable for simple negligence in the event of breach of an obligation so essential to the contract that achievement of its purpose is put at risk. In this case IRE|BS is liable to the participants only for compensation for the typical or foreseeable damage. Should IRE|BS be required to reimburse considerable expenses, the foregoing applies where relevant.

8.2. IRE|BS is not liable for loss, damage or destruction of the participant's property in connection with running the course, unless caused by intentional or grossly negligent conduct on its part.

8.3. IRE|BS is not liable for damage caused by force majeure, insurrection, war and natural events or other circumstances beyond its control (e.g. strike, lockout, transport disruption, orders by national and foreign government authorities) or technical faults not culpably caused, such as in the computer system. Force majeure also means computer viruses or deliberate attacks on computer systems by hackers, provided that appropriate security precautions have been taken.

9. Data protection

9.1. The participant is hereby informed under the EU GDPR that IRE|BS stores his or her full address and other specific contract details in machine readable form and processes them electronically for work associated with the contract. IRE|BS guarantees confidential treatment of the data.

9.2. IRE|BS undertakes to treat the personal data given by the participant as confidential, particularly name, address, age and billing information, and not to make it available to third parties. It will ensure by suitable measures (§ 55 EU GDPR) and by placing an obligation on its staff that this duty of secrecy is maintained during the period of use of the services of IRE|BS and after their end.

9.3. IRE|BS is entitled to use the personal data for the purposes of consultancy, advertising and market research. Disclosure of the participants' personal data to third parties, particularly for the purposes named above, is not permitted unless the participant gives explicit agreement.

10. Law and jurisdiction

10.1. This Agreement is governed by the laws of the Federal Republic of Germany.

10.2. The jurisdiction for all disputes arising out of the contract is Wiesbaden.

11. Written form

Amendments and additions to the contract terms and conditions require the written form to be effective.