

# Terms and Conditions Business Orientation Days 2020

## 1. General

### 1.1. Changes in the program are reserved

The Business Orientation Days 2020 always retains the right to make changes to the program. The Business Orientation Days 2020 will do everything within her power to ensure the offered activities will continue. If unexpected changes do occur, the Business Orientation Days 2020 cannot be held responsible. The committee will inform the student as soon as possible.

### 1.2. Deadlines for registration

Registration for activities with CV selection is possible until Friday the 25<sup>th</sup> of September 23.59. Registration for activities without CV selection is possible until Tuesday the 29<sup>th</sup> of September 23.59. To find out which activities contain CV selection, please visit [businessorientationdays.nl](http://businessorientationdays.nl)

## 2. The event

### 2.1. Activities Business Orientation Days 2020

During the Business Orientation Days 2020, the following activities will be offered:

- Presentations;
- Workshops (with CV selection);
- Barista Workshops (with CV selection);
- Individual meetings (with CV selection);
- Company lunches (with CV selection);
- Company dinners (with CV selection);
- Career Fair;
- Central lunches/drinks;

Although the multiple activities are planned to take place at a fixed period of time, it is possible that an activity may take longer. The Business Orientation Days committee 2020 tries to prevent this as much as possible, but cannot be held responsible in case this occurs. If it does occur that you risk missing a next activity due to a possible extension of the previous one, you are allowed to leave the activity you are attending before it has been finished.

### 2.2. CV selection

As mentioned before, some activities contain CV selection. With CV selection, the company can select students who suit best with its preferred job profile and wishes.

1. The Business Orientation Days 2020 handles your personal details very confidentially.
2. The Business Orientation Days 2020 is obliged to present the student's CV to the companies that the student has signed up for.
3. The Business Orientation Days 2020 committee cannot influence the selection of students. Exclusively the participating companies will execute the selection of students.
4. The Business Orientation Days 2020 is in no way responsible when a student is not selected by a company that the student had expressed interest in.

### 2.3. Process to personal program

After the registration deadline for activities with CV selection on Friday the 25<sup>th</sup> of September 23.59, the Business Orientation Days committee 2020 will send your CV to the company/companies in question. You will have time to register for activities without CV selection up to Tuesday the 29<sup>th</sup> of September 23.59.

On Friday 2<sup>nd</sup> of October you will receive your preliminary personal program. You will see whether you are selected or on a waiting list for every subscribed activity.

Now you will have the possibility to unsubscribe costless for activities until Saturday the 3<sup>rd</sup> of October 23.59. See paragraph 2.5 for information. When you are on a waiting list, you also have to decide to unsubscribe or not. This is because of the possibility that you are placed anyway when someone else cancels.

On Sunday the 4<sup>th</sup> of October you will receive your final personal program. On this day the list with attending students will be sent to our partners. From that moment on our policy regarding late cancellations and no-shows will start. See paragraph 2.6 for more information.

#### **2.4. Communication during the event**

During the Business Orientation Days 2020, communication with the Business Orientation Days committee 2020 is possible through the e-mail address [info@businessorientationdays.nl](mailto:info@businessorientationdays.nl). You can also reach us by calling our secretary Tim Bender: + 31 (0) 6 40 19 83 28. Contacting us through e-mail will yield the best results, provided that you specify the reason of the e-mail in the subject field as: complaint. The Business Orientation Days committee will try to answer as quickly as possible.

#### **2.5. How to unsubscribe**

- Before Saturday the 3<sup>rd</sup> of October 23.59: unsubscribing for an activity of the Business Orientation Days can only be done at our website [businessorientationdays.nl](http://businessorientationdays.nl). If you try to unsubscribe by sending an e-mail, the unsubscribing will be considered invalid.

- After Saturday the 3<sup>rd</sup> of October 23.59: you must call our secretary Tim Bender (+ 31 (0) 6 40 19 83 28) to unsubscribe. If you try to unsubscribe by sending an e-mail, the unsubscribing will be considered invalid.

#### **2.6 Late cancellations/no-show policy**

To give everyone a fair chance to participate in popular activities, we have a no-show policy.

Our policy contains the following rules:

- **Late cancellations:** you have the possibility to unsubscribe until Saturday the 3<sup>rd</sup> of October 23.59. When you unsubscribe on Sunday and Monday (and Tuesday if you attend activities on Wednesday) you will be considered as a late cancellation. For each event day, one fine of €20,- will be charged for late cancellation(s).
- **No-shows:** when you unsubscribe on the day of the regarding activity and/or do not unsubscribe at all but yet fail to attend the activity, you will be considered as a no-show. For each event day, one fine of €25,- will be charged for a no-show(s). Next to this, we will communicate your no-show to the regarding company. The regarding company might put you on their **black list** because of the no-show.
- In case of an emergency we would advise you to contact our secretary Tim Bender as soon as possible (+ 31 (0) 6 40 19 83 28). In case of a sudden illness it is important that the student can prove their illness with a medical certificate.

The amount of the fine will be automatically deducted and whether it will be deducted cannot be discussed with the Business Orientation Days committee. The Business Orientation Days committee obligates herself to be cautious when handling out a fine.

### **2.7. Not responsible for theft**

During the Business Orientation Days 2020, you may leave your coat and bag at the cloakroom. This cloakroom is open every day of the Business Orientation Days 2020 from 08.00 till 18.30. The Business Orientation Days committee 2020 and the Royal Tropical Institute (KIT) are not responsible for any possible damage and/or theft.

### **3. Complaint regulations**

The Business Orientation Days committee 2020 strives to create a high quality event and therefore takes the needs of all stakeholders into consideration. Despite doing our absolute best and having great expertise, there might always be the possibility that a participant is in any way unsatisfied about the event or the organization. For any complaints, you can contact us by sending an e-mail to [info@businessorientationdays.nl](mailto:info@businessorientationdays.nl) mentioning: Complaint. When a complaint is specified as clear as possible, the Business Orientation Days committee 2020 will know what is going on and the Business Orientation Days committee 2020 will handle the complaint very seriously and with utmost confidentiality.

### **4. Privacy policy**

The organization of the Business Orientation Days 2020 greatly appreciates your visit to [businessorientationdays.nl](http://businessorientationdays.nl). The organization respects your right to privacy. The organization therefore does not collect any information from you, except when you provide this information yourself.

The organization collects and stores certain information from visitors about the use of this website, such as the date and time you visited the website, the type of browser, the Internet Protocol (IP) address of the computer you used, the number of hits, which pages and sub-pages have been visited and the duration of the user session. These statistics help us to improve our website and will never be linked to other personal details present at the organization, such as e-mail addresses.

Information that you provide to the organization via this website or in any other way will be used to inform you about the activities of the organization. In addition, the organization will make this data available to partners of the organization to the extent that this is necessary in fulfilling the objectives of the Business Orientation Days 2020. You can lodge an objection by sending an e-mail to [info@businessorientationdays.nl](mailto:info@businessorientationdays.nl) or by sending a letter to the address that can be found at the contact page shown at our website.

All your personal details known to the organization can be viewed and changed via this website. This does not include CVs that you have made available to the organization after the CV subscription deadline. These will only be used for the purpose for which you have issued them and will never be made available to third parties.

If at any time you think that the organization violates your privacy, please contact us directly via [info@businessorientationdays.nl](mailto:info@businessorientationdays.nl). Of course you can also use this address to ask all your questions regarding your privacy.