



Practical Information on Trips

- Trips are open to all HFU-students. Priority is given first to exchange students, then to all other international students and then to their German Buddies. Any other student can participate if there are places available.
- All trips include a mandatory cultural programme (visits, guided tours etc.).
- Students attending a trip must participate in all scheduled visits and they must return to Furtwangen/Schwenningen together with the group.
- Students who do not participate in all scheduled visits and who don't respect the regulations will be excluded from further trips. In case of exchange students the home university will be informed.
- **Registration**
Please send an email with the following information to icas-fu@hs-furtwangen.de during the registration period:
In the reference line please write the name of the excursion.
In the text please state the following:
 - Name, first name
 - Matriculation number and campus
 - for BERLIN: sex and date of birth
 - for CROSS COUNTRY SKIING: shoe size (only in the winter semester)
- **Payment**
If your registration has been successful, you will receive an email with the payment date. Please come on that date to pay your participation fee at the International Center. Please bring exact change. **Only then your reservation is final.** If you do not come to the payment date, your place will be given to the next candidate on the waiting list.
- **Cancellation**
Send an email to international-fu@hs-furtwangen.de
- **Refund of the participation fee**
One day trips: Refund is NOT possible
Berlin: Refund is only possible if you cancel at least 4 weeks before departure.
In case of short term cancellations please talk to the International Center. We will try our best but cannot guarantee a refund for various organisational reasons.
- The **meeting point** for all trips is usually at the bus stop *Rössleplatz* in Furtwangen and at the main train station in Schwenningen.