

Introduction to the statistical analysis of genome-wide association studies

Imperial College, Hammersmith Campus, 4-8 July 2016

[EARLY REGISTRATION DEADLINE: April 3, 2016 at 23.59 \(GMT\)](#)

Please note that incomplete applications will not be considered.

Forms filled in using Word or similar computer editor are appreciated. Electronic signatures are accepted. Files should be sent in PDF or DOC format.

Submit your application form and all accompanying documentation to the **Course Administrator** using email: gcdshort.courses@imperial.ac.uk

Salutation*

First Name*

Surname*

Current position*

Nationality^

Organisation/ Current Employer*

Department*

Address (Line 1)*

Address (Line 2)

City*

State

Country*

Contact phone number

Email*

Confirm Email*

I am an **academic** **commercial** **applicant** (cross as appropriate)

Do you wish to apply for a scholarship? **YES** **NO** (cross as appropriate)

* Required fields

^ Nationality is required for applications for fellowship

I am attaching the following documentation (cross boxes as appropriate):

- A curriculum vitae (résumé) in English, including work and research experience*
- A letter of motivation in English (max. 500 words)*
- A signed letter of recommendation from a supervisor*

*Required - files must be only PDF or DOC format

Declaration: I hereby declare that all statements made in the application are true, and correct to the best of my knowledge and belief. I also declare that I have read and will abide by the **Terms and Conditions** for the course application.

I understand that in the event of any information being found untrue / false / incorrect or if I wish to cancel my application to this course I may be liable to pay cancellation fees as specified in the **Terms and Conditions**.

Date: _____

Full name and signature of Applicant: _____

Terms and Conditions applicable to the Imperial College Short course

“Introduction to the statistical analysis of genome-wide association studies”

1. Definitions

1.1 When the following words with capital letters are used in these Terms, this is what they will mean:

Application	your application for a place on the Course as submitted on-line via gcdshort.courses@imperial.ac.uk
Course	Imperial College’s “Introduction to the statistical analysis of genome-wide association studies” short course in respect of which you have submitted an application
Event outside our Control	defined in Clause 8
Confirmed Place	your place on the Course in respect of which you have received a confirmation of booking from Us
Imperial College (or We, Us)	Imperial College of Science, Technology of Medicine of Exhibition Road, London SW7 2AZ, UK
Place Offer	our offer to you of a place on the Course which will be confirmed only when you have accepted the Place Offer and paid the Tuition Fee (including any required Accommodation Fee) within the deadlines we have given.
Terms	the terms and conditions set out in this document
Tuition Fee	the tuition fee for the Course only, payment of which will be one of the conditions for receiving a Confirmed Place
Accommodation Fee	the fees relevant to any accommodation you may have requested to be included during your application

1.2 When We use the words “writing” or “written” in these Terms, this will include e-mail unless We say otherwise.

2. Our Contract with you

2.1 These are the terms and conditions on which Imperial College shall deliver the Course to you.

2.2 Please ensure that you read carefully these Terms, and check that the details on the Application are complete and accurate, before you submit the Application.

2.3 You acknowledge that you are also subject to Imperial College’s Short Course Regulations (<http://www3.imperial.ac.uk/registry/proceduresandregulations/regulations>). In the event of any conflict between Imperial College’s Short Course Regulations and these Terms, Imperial College’s Short Course Regulations shall prevail.

- 2.4 After submitting an Application, you will receive an email from Us acknowledging receipt of your Application and (either at the same time or separately) confirming whether you have a Place Offer or we have rejected your Application.
- 2.5 If We make you a Place Offer, it will include an invoice which you will have to pay within fourteen days of receiving the invoice (invoices are deemed to have been received by you on the next business day after sending); details of how to pay will be included in the invoice. If you receive the invoice within 14 days of the start of the course you should pay at the latest at the start of the course.
- 2.6 Receipt of a Place Offer does not in itself indicate the existence of a contract between you and Imperial College.
- 2.7 The contract between you and Imperial College shall only come into being when you have accepted the Place Offer and paid the relevant Fees within the deadlines set out in clause 2.5 above. If you do not, your Place Offer will lapse.
- 2.8 The contract will shall be deemed terminated at the end of the Course, unless your Confirmed Place is cancelled under Clauses 4 or 5 in which case the contract shall be deemed terminated at that point.

3. Fees and Payment

- 3.1 All payments must be made in GB Pounds Sterling. Any currency conversion costs or other charges incurred in making the payment or in processing a refund shall be borne by you, and shall not be deductible from the Tuition Fee due to Imperial College.

4. Your Rights to cancel and Applicable Refund

- 4.1 Your right to cancel within fourteen days: You have the right to cancel your Confirmed Place for no reason within fourteen days of the day you received notification of a Confirmed Place, provided that We receive your cancellation before the start of the Course.
- 4.2 Your general right to cancel: You have the right to cancel your Confirmed Place at any time if We are affected by an Event Outside Our Control or if We change these Terms under Clause 9 to your material disadvantage.
- 4.3 Applicable Refund: Other than in cases where clauses 4.1 or 4.2 apply, you will not qualify for a refund of all or any part of the Tuition Fee or Accommodation Fee unless there is evidence of exceptional mitigating circumstances. Any refund will be at the sole discretion of Imperial College.
- 4.4 To cancel your Confirmed Place please inform us in writing, by emailing the Course Administrator at gcdshort.courses@imperial.ac.uk.
- 4.5 You shall comply with all United Kingdom entry and visa requirements and for obtaining the necessary documents to enable your participation in the Course.

5. Our Rights to cancel and Applicable Refund

- 5.1 We reserve the right to cancel the Course (and therefore your Confirmed Place):
- (a) due to an Event Outside Our Control; or

(b) if the Course fails to meet the minimum recruitment level by four weeks preceding commencement of the Course. We will contact you promptly if this happens.

5.2 If We have to cancel a Course under Clause 5.1 and you have a Confirmed Course Place, We will refund the Tuition Fee to you. We will not accept liability for any costs or losses incurred by you which are claimed to have arisen through cancellation of the Course and you are strongly advised to take out insurance against cancellation of the Course if your travel costs are likely to be substantial.

5.3 Where We have already started a Course by the time We have to cancel under Clause 5.1(a), We will refund you a pro-rata amount of the Tuition Fee.

5.4 We may cancel this contract at any time with immediate effect by giving you written notice if you breach the contract in any material way and you do not correct or fix the situation within the deadline we give you for doing so.

6. Academic Credit, Attendance and Conduct

6.1 This course carries no academic credit and it is up to you to attend the course in order to receive its benefits.

6.2 On successful completion of the course, You will receive an attendance certificate provided you attend over 80% of the taught course.

6.3 You shall conduct yourself appropriately at all times during delivery of the Course, and in particular in accordance with Imperial College's Regulations for Short Courses. We reserve the right to exclude you from the Course or take such other action as We deem appropriate if you behave in what We deem to be an unacceptable manner. In such case you will not be entitled to a refund of all or any part of the Tuition Fee.

7. Liability and Insurance

7.1 The liability of Imperial College in connection with the Course, whether arising in contract, tort, negligence, breach of statutory duty or otherwise, will, in all circumstances, be limited to the amount of the Tuition Fee paid by you (except in cases of liability for death or personal injury caused by Imperial College's negligence, fraud or fraudulent misrepresentation and any other liability which, by law, cannot be limited).

7.2 Imperial College shall not be in breach of this agreement nor liable in the event that it has to postpone or cancel the Course as a result of Events outside its Control.

7.3 Imperial College does not provide insurance for its students. Consequently, Imperial College recommends that you investigate personal insurance coverage, particularly in respect of your personal possessions and medical expenses. The following link may assist you in understanding medical services in London: <http://www.nhs.uk/NHSEngland/AboutNHSservices/uk-visitors/Pages/accessing-nhs-services.aspx>

7.4 You will be responsible for any damage you cause (including but not limited to furniture, fixtures, fittings and equipment).

7.5 You will indemnify Imperial College against all claims, losses, damages, actions, proceedings and costs in respect of accident, loss and damage, including personal injuries, however caused, in any

part of the building in which the Course is taking place or on campus, and for any items you might bring into such building.

8. Events outside our Control

8.1 We will not be liable or responsible for any failure to perform, or delay in performance of, any or any part, of Our obligations under these Terms that is caused by an Event Outside Our Control.

8.2 An Event Outside Our Control means any act or event beyond Our Reasonable control, including without limitation, strikes, riot, invasion, terrorist attack or threat or terrorist attack, war, fire, explosion, storm, flood, earthquake, subsidence, epidemic or other natural disaster, or failure of public or private telecommunication networks.

9. Changes to the Terms

9.1 We may revise these Terms, from time to time, where such variation is necessary in order to comply with relevant laws and regulatory requirements.

9.2 If we have to revise these Terms under Clause 9.1, We will give you at least one month's written notice of any changes to these Terms before they take effect. You can choose to cancel your Place accordance with clause 4.2.

9.3 All reasonable efforts will be made to deliver the Course as outlined in the Course Specification and on the website, however Imperial College reserves the right to make reasonable changes to content listed in respect of the Course, including but not limited to the course structure, content, academic or other staff delivering, organising or assessing the Course, and the keynote speakers.

10. Visual and/or Audio Recordings

10.1 Unauthorised visual and/or audio recordings of lectures and other learning and teaching activities by students participating in the Course are prohibited and may be destroyed.

11. How We may use your Personal Information

11.1 We will use the personal information you provide to Us

(a) for standard administrative processes. More information about these administrative purposes can be found on the following Our webpage:
<http://www3.imperial.ac.uk/legalservicesoffice/dataprotection/guidance/guide10>.

(b) to process your Tuition Fee payment; and

(c) to inform you about similar products or services that We provide, but you may stop receiving these at any time by contacting Us.

11.2 Any processing of personal data by Us will be made in accordance with the principles laid down in the Data Protection Act 1998 and related legislation, and with Our Data Protection Policy. Sensitive personal data as defined under the Data Protection Act 1998 will only be processed by Us with your consent or if the processing is necessary under the Act. Further information on Data Protection is available on Our webpage at: <http://www3.imperial.ac.uk/legalservicesoffice/dataprotection>.

11.3 Under the Data Protection Act 1998 you have a right to access a copy of the data held about you by Us by making a written application to The Data Protection Officer, Level 4 Faculty Building, Imperial

College London, South Kensington, London, SW7 2AZ, UK. Further information about how to go about submitting such an application, as well as Our Data Protection Policy and related Codes of Practice and Guidance, can be accessed on Our webpages at:

<http://www3.imperial.ac.uk/legalservicesoffice/dataprotection/policy>.

11.4 Our registration with the Information Commissioner's Office can be found at:

<http://www.ico.org.uk/ESDWebPages/DoSearch?reg=431832>.

12. Intellectual Property

12.1 All intellectual property rights in works or materials provided by Imperial College to you as part of the Course ("the Materials") shall remain the property of Imperial College or its licensors as appropriate. You are only permitted to use such Materials for your own personal use and are not permitted to copy, circulate or make them available to anyone without our consent.

13. Governing Law and Dispute Resolution

13.1 This agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of England and Wales.

13.2 You and Imperial College irrevocably agree, for the sole benefit of Imperial College, that, subject as provided below, the courts of England and Wales shall have exclusive jurisdiction over any dispute or claim arising out of or in connection with this agreement or its subject matter or formation (including non-contractual disputes or claims). Nothing in this clause shall limit the right of Imperial College to take proceedings against you in any other court of competent jurisdiction, nor shall the taking of proceedings in any one or more jurisdictions preclude the taking of proceedings in any other jurisdictions, whether concurrently or not, to the extent permitted by the law of such other jurisdiction.

14. Complaints

14.1 If you have any complaint, please contact Us. You can contact Us by telephoning or emailing the Genomics of Common Disease Departmental Administrator (Email: n.henriquez@imperial.ac.uk, Tel: +44 (0)207 5945413)