

International Summer School:

POLICIES AND REGULATIONS

Reimbursement

- **Accommodation:** The organizers will cover accommodation costs, providing double rooms. Participants will be assigned roommates of the same gender. If you require a single room due to personal circumstances, or for any other valid reason, please inform the organizers during the application process. If you know of a participant with whom you would prefer to share a room, please indicate this on the form you will receive after confirmation that you have been selected.
- **Meals:** The organizers will provide vegetarian options for meals, including breakfast, lunch, and dinner, for the duration of the summer school. Please indicate any dietary restrictions or preferences on the form you will receive after confirmation that you have been selected.

Travel Reimbursement:

- Copies of original travel documents, including tickets and receipts (train 2nd class only, bus, public transport) must be sent to **Jana Ponocná (jana.ponocna@cz.boell.org)** by **20 September 2026**.
- In addition to the travel documents, participants must submit a completed form for the reimbursement of travel costs, which will be provided to each participant upon the confirmation of selection. The form must be completed with the applicant's handwritten signature.
- The organizers encourage participants to consider environmentally-friendly travel options, such as train or coach, whenever possible. **Airline tickets must be approved in advance for reimbursement.**
- Participants wishing to fly must have their flight preapproved by the organizers (please contact Jana Ponocná) and provide three bids for flights from different airlines. The bids should include detailed information such as departure and arrival times, flight duration, and costs. Participants must justify their choice of travel option, considering factors such as cost-effectiveness, travel time, and sustainability.
- Please note that the reimbursement process may take up to two months. We kindly ask applicants to ensure they have the means to cover their traveling costs during the duration of the summer school.
- Participants are encouraged to contact Jana Ponocná in case of any doubts before seeking approval for flights.

Preventing Sexual Exploitation, Abuse & Harassment (PSEAH) Policy:

The Heinrich Böll Foundation takes the issue of preventing sexual exploitation, abuse, and harassment (PSEAH) seriously. We are committed to ensuring a safe, respectful environment for all participants.

To uphold this commitment, the foundation has implemented a comprehensive PSEAH policy. This policy outlines our zero-tolerance approach towards any form of sexual exploitation, abuse, or harassment during the Summer School. We expect all participants, staff, and stakeholders to adhere to the highest standards of conduct and respect for one another.

The PSEAH policy provides clear guidelines, reporting mechanisms, and support structures to address any concerns or incidents related to sexual exploitation, abuse, or harassment. We encourage all participants of the Summer School to read and familiarize themselves with the PSEAH policy. It is our

collective responsibility to create a safe, inclusive environment where everyone can fully engage in the learning experience.

You can access the Heinrich Böll Foundation's Preventing Sexual Exploitation, Abuse & Harassment (PSEAH) policy document by visiting the following link: <https://cz.boell.org/cs/PSEAH>.

Acknowledgment of Regulations

By applying, you confirm that you have read and accepted the above regulations. It is important to comply with these regulations and any associated requirements.