

## Provisions for using the UNICARD

### Students and PhD students

The provisions of the University of Bern UNICARD apply to students and doctoral students from the application for registration (online or via paper form).

#### 1. PRINCIPLES

The UNICARD with the appropriate semester validation serves as identification for students and doctoral students. The following terms and conditions apply to the use of UNICARD as payment method

#### 2. GENERAL CONDITIONS

##### 2.1 Eligibility

All students and doctoral students enrolled at the University of Bern.

##### 2.2 Use as means of payment

The chip function of the UNICARD can be used to pay during the period of study and up to 120 days after deregistration.

##### 2.3 Defective cards

Defective cards are to be returned uncut to the Admissions Office. The balance remaining on a defective card is automatically transferred to the new card.

#### 3. PAYMENT FUNCTION

##### 3.1 Payment for goods and services

The UNICARD can be used at any time without entering a personal identification number (PIN) for the payment of goods and services using corresponding devices when it has been charged in a charger provided for that purpose with a sufficient monetary value.

##### 3.2 Limits

The UNICARD can be charged an amount between CHF 10 and CHF 300.-.

##### 3.3 Refund of money charged on cards

Within 120 days of deregistration, the payment of any balance of at least CHF 25 can be made to a Swiss bank or post office account (UNICARD form on the homepage). Due to the high administrative burden, the refund of smaller sums is excluded. 120 days after deregistration, the card is locked; 240 days after deregistration, any unclaimed sum is passed to the social and cultural institutions of the University designated by University Statute, provided that meanwhile no new enrolment has occurred.

In case of the loss of a UNICARD, any balance is either transferred to the new card, if one has been obtained, or refunded in accordance with the conditions mentioned above.

#### 4. LIABILITY

##### 4.1 Authorization

Any person who is in possession of UNICARD is deemed entitled to make payments with it.

##### 4.2 Blocking

The UNICARD can be blocked at any time.

##### 4.3 Abuse

The risks of misuse or loss of the card are the responsibility of the user. To prevent abuse, blocking the card is possible. The University is not liable for any costs arising from the user's misuse of UNICARD.

##### 4.4 Technical problems

No claim for damages can be made if the UNICARD cannot be used due to technical failures or mechanical breakdown.

##### 4.5 Due care

The card is to be signed on the back immediately after receiving it and is always to be treated as carefully as cash.

#### 5. FEES

In case of loss or damage to the card due to improper use, a fee of CHF 25 is to be paid (in cash or against invoice) for the issue of a new UNICARD.

#### 6. OTHER CONDITIONS

##### 6.1 Jurisdiction

Jurisdiction is Bern.

##### 6.2 Applicable law

Applicable law is the Swiss Code of Obligations.

## Provisions for using the UNICARD online portal «Cashless»

Students, staff and guests

These provisions apply in addition to the "Provisions for using the UNICARD" for "Students and PhD Students" and "Staff and guests".

The terms and conditions for using UNICARD "Cashless" take effect upon registration via the online portal.

### 1. PRINCIPLES

The UNICARD "Cashless" online portal allows you to load funds onto your UNICARD account using credit and debit cards.

### 2. ELIGIBILITY

All students, staff and guests of the University of Bern, who hold a valid, personal UNICARD with a printed photo.

### 3. ONLINE PORTAL "CASHLESS"

#### 3.1. Charging option

You can add funds to your UNICARD account using the following cards: MasterCard, Visa, and Postcard

#### 3.2. Limits

You can choose the amount you want to load onto your card online. The UNICARD can be loaded with an amount between CHF 10 and a maximum of CHF 300.-.

#### 3.3. Credit note

The funds will typically be credited to your UNICARD account at the University of Bern within five minutes at most. After that, you can use the balance.

#### 3.4. Refund

Refunds for transactions made via "Cashless" are not possible. Refunds are governed by the terms and conditions for using the UNICARD.

### 4. LIABILITY

#### 4.1. Account and password security

You are required to keep your password for the "Cashless" online portal confidential and to protect it from unauthorized use by third parties.

#### 4.2. Abuse

If you become aware of any unauthorized use of your password or account, you must immediately notify the University of Bern servicedesk.

#### 4.3. Disclaimer of warranty

The services of the "Cashless" online portal are provided "as is." The University of Bern makes no guarantees regarding the provision of these services.

There is no entitlement to compensation if the UNICARD "Cashless" online portal cannot be used due to technical malfunctions or service interruptions.