

Agreement No
on conditions of payment for education services provided in the English language
within the scope of full-time studies
at Wroclaw University of Economics

held on the day of

between:

holder of an identification document (ID type/No.)

resident of:

student registration No

hereinafter called the 'the Student',

and

Wroclaw University of Economics, Komandorska 118/120, 53-345 Wroclaw, Poland, hereinafter called 'the University', and represented by: Deputy Dean of the Faculty of Economic Sciences acting on the basis of the power of attorney dated no nr R-DOP.170.1.89.2016 of 1.09.2016 yr

§ 1

This Agreement is held for the duration of the planned course of studies of the Student's choosing, and covering 4semesters.

§ 2

The subject of this Agreement is to specify the conditions of payment for the course of studies, in accordance with art. 99 and art. 160 pos. 3 of the Act of July 27, 2005 *on Higher Education (Off. J. of 2012, pos. 572, with amendments)*, hereinafter called 'the Act'.

§ 3

1. The University hereby declares its conformance with the art. 9 of the Act, as well as the conditions set down in executive decisions made in relation to the above, and pertaining to studies on the subject of Międzynarodowe stosunki gospodarcze and undertakes to hold them for the whole duration of the planned course of studies taken by the Student.
2. The planned duration of the course may be extended, as set down in the official Study Regulations document.
3. In the case of the official prolongation of the above period, the decision to sign the annex to this Agreement shall be taken by the appropriate Dean.

§ 4

1. The University hereby declares:
 - 1) the conditions of the studies to be conformant with the requirements set down in art. 160 and 161 of the Act; the University also undertakes to provide its foreign students with detailed sets of study conditions binding for the next semester, including: a full list of subjects, together with the number of hours required for a passing grade (with detailed specification of the applicable types of classes), a list of lecturers with proper identification of their scientific degrees and titles, the time, place and form of classes, and detailed requirements to be met for a passing grade. The above conditions shall be made available to foreign students on the University webpage at www.ue.wroc.pl and/or on dedicated notice boards, in advance, before the commencement of each subsequent study semester,
 - 2) the Student's right to receive, at graduation, the vocational title of magister and that the University has the authority to grant the above title, and shall hold that right for the duration of the period specified in § 3.
2. The Student hereby attests to have acquainted himself/herself with the University Statute and the pending Study Regulations.
3. The University Statute and the Study Regulations documents are available on the website of Wroclaw University of Economics.
4. The Student hereby declares that He understands and agrees that information from the Dean Office and other units of the University will not be sent to another mailing address but only to indexnumber@student.ue.wroc.pl. The information received this way will be deemed as successfully transferred. This does not refer to official letters, that will be sent on paper.

§ 5

1. The Student undertakes to bear the cost of any additional education services, including:
 - a) provision of classes and lectures in the English language,
 - b) repetition of a semester or a subject by the Student,
 - c) course readmission (re-activation) following the Student's expulsion from the University
 - d) additional seminar hours required after the Student has failed to submit His diploma in due time.
2. The additional didactic hours referred to in pos. 1 above shall not include any additional education services provided at the Student's request and not covered by this Agreement.
3. The Student undertakes to pay all dues **solely** to the Individual Settling Account (**IKR**).

§ 6

1. The Student undertakes to settle the dues for :
 - 1) **classes and lectures provided in the English language** , to the amount of 1000 PLN, in accordance with the Rector's Decision No. 33/2016 of June 09th, 2016 in the following manner:
 - a) by October, 15th of the appropriate year for the whole autumn semester, or in two equal instalments of 500 PLN each by

October, 15th and by December, 15th.

- b) by March, 15th of the appropriate year for the whole spring semester, or in two equal instalments of 500 PLN each by March, 15th and by May, 15th.
- 2) **subject retake** – 600 PLN for each subject (this also applies to conditional admission to the next semester and to subject repetition taken after course readmission following the Student's expulsion from the University, paid by October, 15th for the autumn semester and by February, 28th for the spring semester, or within 5 working days following the Dean's decision;
- 3) **additional seminar hours** required after the Student has failed to submit his/her diploma in due time. The Student is required to settle the dues to the amount specified in pos. 1, pt. 2) if the submission delay is upwards of 2 months but not more than 1 semester. If the delay is not more than 1 month, the charge will amount to 30% of the above rate, and 70% of the above rate if the delay is not more than 2 months. The dues shall be settled not later than 5 days prior to the submission of the diploma thesis.
- 2. The charges referred to in pos. 1, pts. 2-3, shall be paid at nominal rates; and instalment procedures shall not apply.
- 3. The sum of dues referred to in pos. 1, pt. 2 shall not be in excess of 4900 PLN.
- 4. The Student shall bear the cost of student ID document and duplicate, gradation diploma and duplicate, and the certified translation of the diploma document, at maximum charges provided for in the appropriate Decision of the Minister of Science and Higher Education.
- 5. The settlement date shall be the date registered on the payment slip.

§ 7

- 1. The Student shall keep a current record of His dues and payments made to the individual settling account (**IKR**)), and shall promptly resolve any pending reservations with the appropriate Dean office.
- 2. The outstanding payments shall be augmented by the statutory accrual interest.
- 3. Failure on the part of the Student to settle the cost of additional didactic hours in a timely manner may result in expulsion from the University, following the decision of an appropriate Dean.

§ 8

- 1. The University, in accordance with the statutory regulations on personal data protection, hereby obliges the Student to inform the University in writing, and in a prompt manner, on any and all changes in His personal details that identify Him as the Party to this Agreement. Failure to do so will have the effect of relinquishing all consequences of such action onto the Student.
- 2. The Student hereby declares His consent to have His personal data processed by the University in relation to any educational and administration services provided by the latter.

§ 9

- 1. Each Party shall have the right to terminate this agreement:
 - 1) the University – in the case of a legally binding decision to expel the Student from the University, without prior notice and with immediate effect,
 - 2) the Student – after submitting a written resignation from the studies, with immediate effect, or after the failure on the part of the University to execute its duties as set down in this Agreement, with one month's notice.
- 2. In the case of termination of this Agreement, the following reimbursement principles for collected fees shall apply:
 - 1) the Student shall be entitled to reimbursement of all settled fees in full for additional education services after a written resignation from the studies (termination of this Agreement), submitted to the appropriate Dean and effected before the date of course commencement, and following a written request for such reimbursement.
 - 2) After the date of course commencement, payments collected from the Student shall be reimbursed to the amount appropriate to the proportion between the attended and the planned number of hours.
 - 3) Regulations referred to in pos. 1 and 2, pt. 2 apply also to reimbursement for a retaken subject/subjects.

§ 10

- 1. This Agreement shall expire with the date of completion of the planned course of studies by the Student.
- 2. In the case of termination or expiration of this Agreement, the Student shall be obliged to settle all His dues to the University, and to complete and return His clearance slip.
- 3. Changes to the text of this Agreement shall be made in writing under the rigour of being declared null and void.
- 4. Any and all matters not covered by this Agreement shall be settled in accordance with the appropriate regulations of the Civil Code.
- 5. Any and all disputes resulting from the execution of this Agreement shall be governed by the court of law appropriate to the Student's registered address.
- 6. This Agreement is made in two identical copies, one for each Party of this Agreement.

The University

The Student