

CONTRACT
regarding conditions for payment for educational services
rendered by the University of Gdańsk relating to the conduct of training courses

This Contract is entered into on (date), in Gdańsk, between the parties:
Ms./Mrs./Mr.....
details from identification document:.....
address for correspondence:.....
who enrolling in a training course entitled
conducted by.....
for the period,
further referred to as the Participant,
and the University of Gdańsk, further referred to as the University, represented by:
..... who is authorized to make declarations on behalf of the
University of Gdańsk by the Rector.

§ 1

The subject of this Contract is to set forth the conditions for collecting payment for educational services relating to the conduct of a training course entitled by
**..... in accordance with article 99 section 1 point 5 of the Act of July 27, 2005 on the Law for Higher Education (Journal of Laws, 2012, No. 572 with subsequent amendments), referred to further as the Act.

§ 2

1. The University declares that:
 - 1) it will conduct a training course entitled ;
 - 2) it meets the conditions, including the personnel and material resources, necessary for conducting the above-mentioned training course;
 - 3) the organization and progression of the training course and the associated rights and obligations of the Participant are described in the Regulations for Training Courses at the University of Gdansk.
2. Additionally, the University declares the following:
 - 1) it will collect fees for educational services as described in article 99 section 1 point 5 of the Act and for issuing certification confirming any qualification obtained or other certification confirming completion of the relevant training course;
 - 2) the conditions of payment for university courses of study, educational services rendered by the University of Gdańsk, and the procedures and conditions for waiving such payments are regulated by UG Senate resolution, the text of which is available at the University Internet website www.ug.edu.pl;
 - 3) fees for educational services rendered as part of conducting training courses and for issuing certification confirming any qualification obtained or other certification confirming completion of the relevant training course are determined by the Rector of the University.

§ 3

1. The University declares it will:
 - 1) ensure that classes are conducted by academic teachers or by other persons who possess appropriate qualifications to teach in the field of the above-mentioned training course;
 - 2) ensure the facilities necessary for the proper implementation of the educational program of the above-mentioned training course;
 - 3) issue the Participant of the training course with certification confirming any qualification obtained or other certification confirming completion of the relevant training course.
2. The Participant declares he/she will:

- 1) participate in classes as set forth in the above-mentioned training course studies plan and pass the required classes and examinations;
- 2) meet all obligations imposed upon him/her by the the Regulations for Training Courses at the University of Gdańsk and other internal regulations of the University;
- 3) pay for certification confirming any qualification obtained or other certification confirming completion of the relevant training course in a timely manner.

§ 4

1. The Participant who begins the training course entitled for the period is required to pay fees for educational services in total/in installments* accordingly:

- 1) for payment in full: fees in the amount of by (date),
- for payment in installments: in a total number of installments at a level agreed on by the Parties:
-

2. The initial payment in the amount of paid by the Participant during recruitment*** is applied to the total fee for educational services relating to the training course mentioned above.
3. Fees for educational services and for certification confirming any qualification obtained or other certification confirming completion of the relevant training course are payable to the University's bank account number made available to the Participant by the director of the above-mentioned training course.
4. If the fees for educational services are not paid by the date they are due, the director of the above-mentioned training course will remove the Participant from the list of participants in the training course.

§ 5

1. The Participant has a right to a complete refund of fees paid for educational services if he/she withdraws from participation in the training course up to the date of its commencement. The Participant has a right to a partial refund if he/she withdraws from the training course after the course has begun – such refund being proportional to the time remaining to the end of the training course.
2. The participant must apply in writing to the director of the training course for any refund. The director of the training course sets the level of the refund taking into consideration any costs incurred by the University.
3. If the Participant withdraws from the training course after it has commenced or is removed from the list of participants in the training course and does not pay the required fees, the University can take measures to obtain payment by instituting legal proceedings.

§ 6

1. This Contract is entered into for the duration of a the above-mentioned training course, which is for the period of
2. This contract will terminate prior to the conclusion of the course referred to in section 1 if:
 - 1) the decision to remove the Participant from the list of participants in the training course is final;
 - 2) the Participant submits written notice of withdrawal from the training course.
3. This contract is terminated upon the Participant's conclusion of the above-mentioned training course.

§ 7

1. Any matters not addressed in this Contract are subject to the regulations in the Act and the executive ordinances of the Act and the regulations of the Civil Code.
2. The Parties will seek to resolve amicably any conflict arising from this Contract. If it is impossible to reach a compromise, the case will be heard by the appropriate Court of general jurisdiction.
3. This Contract has been drawn up in two identical copies, one for each Party to this Contract.

* score out where inapplicable
 ** if this is a recruitment requirement
 *** this refers to postgraduate (non-degree) studies that are loner than two semesters

Participant

By authority of the Rector
Director of postgraduate (non-degree) course of
studies

.....
(legible signature)

.....
(signature and personal stamp)

* delete where inappropriate

** give the University organizational unit

*** if this is required as part of the recruitment procedure