

AGREEMENT
on payment conditions for postgraduate studies
conducted by the University of Gdańsk
for postgraduate studies participants who pay the tuition fee in installments

Agreement concluded on in Gdańsk, between the Parties:

Ms/Mr*,
whose place of residence is
and who undertakes postgraduate studies
at the Faculty of
.....
as of the academic year, student number... ..
.....
hereinafter referred to as the Participant

and

- the University of Gdańsk, hereinafter referred to as the University represented by:
.....
.....
authorized by the Rector of the University of Gdańsk to make declarations of will on behalf of the University.

§ 1.

The subject of this agreement are the principles for charging and the amount of the tuition fee for postgraduate studies conducted at the Faculty, in accordance with article 163 section 2 of the Act of 20 July 2018. - Law on higher education and science (Journal of Laws of 2018, item 1668, as amended), hereinafter referred to as the Act.

§ 2.

1. The University declares that:
- 1) it meets the conditions, including human resources and infrastructure, to conduct education at postgraduate studies;

- 2) the postgraduate studies undertaken by the Participant are conducted on the basis of the postgraduate studies program;
 - 3) the organization and course of postgraduate studies and the related rights and obligations of the Participant are specified in the Regulations for Postgraduate Studies.
2. Moreover, the University declares that:
- 1) it charges fees for education at postgraduate studies referred to in art. 163 section 2 of the Act;
 - 2) the principles for charging fees for education at postgraduate studies as well as the procedure and conditions for exemption from these fees are specified in the Rector's regulation, the content of which is available on the University's website (www.ug.edu.pl);
 - 3) the amount of tuition fees for postgraduate studies is determined by the Rector.

§ 3.

1. The University undertakes to:
 - 1) ensure classes are conducted by academic teachers or other professionals with appropriate qualifications for teaching postgraduate programmes;
 - 2) provide teaching aids necessary for the proper implementation of the postgraduate study program;
 - 3) issue a certificate of completion of postgraduate studies upon completing the programme;
 - 4) comply with the Participant's rights specified in the Regulations of Postgraduate Studies.
2. The Participant undertakes to:
 - 1) participate in classes specified in the postgraduate study program and obtain the required credits and exams;
 - 2) comply with all obligations resulting from the Regulations of Postgraduate Studies and internal University acts;
 - 3) make timely payments of tuition fees for postgraduate studies referred to in § 4.

§ 4.

1. The participant undertakes to pay the tuition fee in installments, in the total number of installments on the terms and dates specified below:

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2. The initial fee of paid by the Participant at the recruitment stage** is included in the total fee for education at postgraduate studies.
3. The tuition fee shall be paid to the individual account communicated to the Participant:
 - 1) via the Internet Candidate Registration system (IRK - PL. Internetowa Rejestracja Kandydatów) at the recruitment stage
 - 2) in the Student Portal - during postgraduate studies.
4. If a Participant fails to pay the fee within the time limits specified in section 1, the University summons the participant to pay the overdue fee within 7 days from the date of delivery of the summons, under the pain of removal from the postgraduate studies participant list and referring the case to court.
5. Failure to pay tuition within the periods specified in the agreement entitles the University to charge statutory interest for late payment.
6. Payment of the overdue fee within an additional period referred to in section 4, releases the Participant from the obligation to pay interest for the delay.
7. The University shall not be liable for the consequences of the bank's incorrect classification of the fee due to circumstances attributable to the obligor to pay the fee, in particular as a result of indicating by the obligor an incorrect bank account number to which the fee was paid in the banking IT system.

§ 5.

1. In the event of payment of the fee and resignation from postgraduate studies before the expiry of 14 days from the first day of classes, the fee shall be refunded in full at the request of the Participant submitted to the appropriate vice-rector.
2. In the event of resignation from postgraduate studies after 14 days from the date of commencement of classes, at the request of the Participant submitted to the appropriate vice-rector, the fee shall be reimbursed proportionally to the number of meetings remaining until the next installment after the date of resignation by the Participant.
3. The application referred to in section 1 and 2 should indicate the current bank account number to which the fee should be refunded. A proof of payment should be attached to the application.
4. The fee is refundable after the appropriate vice-chancellor consults the Head of Postgraduate Studies. The Head should specify the costs incurred by the University in connection with the participant's education at postgraduate studies by the date of application submission.

§ 6.

1. In the event of removing a participant from the list of postgraduate students for reasons other than resignation, the fees paid by the participant shall be reimbursed upon request submitted to the appropriate vice-rector proportionally to the number of meetings remaining until the subsequent instalment due date.
2. Provision of § 5 section 4 shall apply accordingly.

§ 7.

1. The competent vice-rector acting under the Rector's authorization may exempt the Participant from the fee in whole or in part at the Participant's request and after consulting the Head of Postgraduate Studies.
2. The participant may be exempt from the fee in justified cases, in particular involving a difficult financial or health situation.
3. The application for exemption from the fee shall be submitted by the Participant to the Head no later than 7 days before the classes begin or before the subsequent payment date as specified in the agreement.
4. The application referred to in section 3 should include justification. Documents confirming the reasons for the exemption indicated in the application should be attached to the application.

§ 8.

1. The agreement is concluded for the duration of postgraduate studies, i.e. for semesters.
2. The agreement is terminated before the date referred to in section 1, in the case of:
 - 1) removing the Participant from the list of participants of postgraduate studies;
 - 2) a written resignation from postgraduate studies submitted by the Participant.
3. The agreement expires on the date the Participant completes the postgraduate programme.

§ 9.

The parties to the agreement may terminate it at any time. Termination should be made in writing, otherwise null and void. Termination of the agreement by the Participant is equivalent to resignation from postgraduate studies.

§ 10.

1. In matters not regulated by this agreement, the provisions of the Act along with the executive provisions to this Act, and the provisions of the Civil Code shall apply.

2. Any disputes arising from this agreement will be resolved amicably by the Parties, and in the event of failure to reach an agreement, they will submit them to a competent common court.
3. This Agreement has been drawn up in two identical copies, one for each of the Parties hereof.

Participant

p.p. Rector

.....

(legible signature)

.....

(signature and personal stamp)

**delete as appropriate*

*** if there is a recruitment requirement*