

Postgraduate Programme Contract University of Economics in Katowice

concluded on, in Katowice, by and between:

the University of Economics in Katowice, address: 1 Maja 50, 40-287 Katowice,

represented by:

Head of the College/Vice-dean – Head of the subsidiary of the University of Economics in Katowice in Rybnik

with the countersignature of – Bursar, hereinafter referred to as the **“University”**

and

Ms/Mr PESEL no.

holder of an ID document (series, number)

or a passport (series, number)

residing at the following address:

phone no.

hereinafter referred to as the **“Postgraduate Student”**.

§ 1

This Contract shall determine the conditions of education and payment of the “.....” University postgraduate programme, hereinafter referred to as the **“Postgraduate Programme”**.

§ 2

1. The University represents that it satisfies staffing as well as organisational and technical requirements necessary to run the Postgraduate Programme.
2. The University shall provide:
 - a) conditions for studying by implementing a curriculum for the Postgraduate Studies that is compliant with applicable requirements, maintaining a qualified teaching and research staff, organising and providing administrative support of the education process;
 - b) access to the Main Library of the University in accordance with its rules and regulations;
 - c) certificates of completing the Postgraduate Programme, issued upon the completion of the Programme.
3. The University shall inform the Postgraduate Student about the schedule of classes, postgraduate programme plan, postgraduate programme curriculum as well as methods of teaching, testing knowledge and skills and crediting courses, deadlines for final assignments and conditions for completing the Postgraduate Programme.

§ 3

1. The rights and obligations of the Postgraduate Student shall stem from generally applicable legal instruments and internal regulations of the University, particularly, the Rules and Regulations of the Postgraduate Programme of the University of Economics in Katowice and the Rules and Regulations of Charging Fees for Educational Services offered by Postgraduate Programme at the University of Economics in Katowice and Other Charges.
2. The Postgraduate Student shall:
 - a) abide by the terms and conditions of this Contract, particularly, the financial terms and conditions referred to in § 4(1) and make the tuition payment, i.e. basic payment for the Postgraduate Programme, in accordance with the payment schedule, which constitutes a schedule no. 1 hereto, subject to the provisions of (3);

- b) pay further charges, referred to in the Rules and Regulations of Charging Fees for Educational Services offered by the Postgraduate Programme at the University of Economics in Katowice and Other Charges, in a timely manner.
- 3. The provision referred to in (2)(a) shall not apply when an employer or another entity finances the postgraduate course for the Postgraduate Student pursuant to a contract concluded with the University and subject to the provisions of § 5.
- 4. The Postgraduate Student represents that they have read the Rules and Regulations of the Postgraduate Programme of the University of Economics in Katowice and the Rules and Regulations of Charging Fees for Educational Services offered by the Postgraduate Programme at the University of Economics in Katowice and Other Charges, which constitute an integral part hereof. The Rules and Regulations are available on the Internet web page of the University.

§ 4

- 1. The tuition payment shall be PLN
(in words: PLN) subject to the provisions of (2).
- 2. The amount referred to in (1) (tick as appropriate):
 - does not include discounts or increase in tuition fees (payment in two instalments)
 - includes a discount of 3% for making the tuition payment in a single instalment, referred to in the Regulation of the Rector on tuition payments for postgraduate courses;
 - includes a discount granted to the Postgraduate Student upon their request, based on one of the titles referred to in the Regulation of Charging Fees for Educational Services related to Postgraduate Education at the University of Economics in Katowice and other fees;
 - includes an increase in the tuition payment of PLN 100 for paying the fee in 4, 6 or 8 instalments, referred to in Regulation of the Rector on tuition payments for postgraduate courses.
- 3. The tuition payment, referred to in (1) shall not cover charges for additional educational services and payments for the documentation of the course of the Postgraduate Programme, which shall be borne by the Postgraduate Student in cases referred to in Rules and Regulations of Charging Fees for Educational Services offered by the Postgraduate Programme at the University of Economics in Katowice and Other Charges.

§ 5

Should the University or the employer or another entity financing the Postgraduate Programme for the Postgraduate Student terminate the financing agreement, the Postgraduate Student shall make further tuition payments payable to the University for the Postgraduate Programme starting from the day after the day of termination.

§ 6

- 1. The payment date shall be the date of crediting the bank account of the University.
- 2. Should the date of payment fall on a public holiday, the deadline for payment shall be the next working day.
- 3. Upon a written request of the Postgraduate Student, which includes all necessary information, the University shall issue an invoice in accordance with applicable laws.
- 4. The University shall charge statutory interest for any delay on payments made in an untimely manner.
- 5. The University shall not bear responsibility for the consequences of misclassifying a payment caused by the fault of the Postgraduate Student, particularly, by providing an incorrect bank account number.
- 6. In the event of a change of the amount of the tax burden imposed on services hereunder or other events affecting the cost of education, which lie beyond the control of the

University, the University reserves the right to change the amount of the charges insofar as the services are equivalent.

§ 7

1. Should the Postgraduate Student fail to make a payment or fail pay an instalment within the agreed time limit, they shall be expelled from the list of postgraduate students. Before the expulsion from the list of students is effected, they shall be notified that expulsion procedure was instigated (the notification of instigating the expulsion procedure shall be sent by electronic means). If the Postgraduate Student fails to make the outstanding payments within 7 days of delivering the above mentioned notification, they shall be expelled from the list of students for a failure to make payments.
2. In the event referred to in (1), the Contract shall be terminated when the decision to expel a student from the list of students becomes final.
3. Should there be other circumstances than the ones referred to in (1), which entitle the University to expel the Postgraduate Student from the list of students in accordance with the Rules and Regulations of the Postgraduate Programme of the University of Economics in Katowice, the Contract shall be terminated when the decision to expel the Postgraduate Student from the list of students becomes final.
4. The expulsion from the list of students shall not release the Postgraduate Student from the obligation to make the outstanding tuition payments or pay other outstanding charges payable to the University for educational services that the Postgraduate Student was provided with by the time the expulsion decision became final.

§ 8

1. The Postgraduate Student shall inform the University in writing of any changes to their personal and contact details without unnecessary delay. Should they fail to do so, the communication sent to their last addressed shall be deemed delivered.
2. The Postgraduate Student agrees to receive information, notifications and letters pertaining to the postgraduate programme from the University by electronic means to the address specified in the recruitment application. At the same time, the Postgraduate Student agrees that electronic confirmation of receiving communication at provided address shall constitute a proof of having the information, notifications or letters pertaining to the Postgraduate Programme of the University of Economics in Katowice delivered.

§ 9

1. The University represents that they shall process the personal data of the Postgraduate Student in connection herewith pursuant to Article 6(1)(b) - (c) of the Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).
2. With relevant University's GDPR information clause, Students become acquainted at the University or by the University Public Information Bulletin.

§ 10

1. The University shall inform the Postgraduate Student in writing of any changes to the amount of charges for the Postgraduate Programme in cases referred to in § 6(6).
2. The Postgraduate Student may not agree on the change of the amount of charges and shall inform the University thereof in writing, within 7 days of receipt of the notification referred to in (1).
3. If the term referred to in (2) expires ineffectively, it shall be understood that the change of the charges for the Postgraduate Programme was accepted.

4. The rejection of the change of the charges for the Postgraduate Programme shall be understood as a termination of this Contract by the Postgraduate Student, effective when the University receives the notification referred to in (2).

§ 11

The Postgraduate Student may terminate this Contract. Termination shall be made in writing to be valid. The Contract shall be terminated on the last day of the month in which the University receives the notice of termination.

§ 12

1. This Contract shall be concluded for the duration of the Postgraduate Programme.
2. This Contract shall terminate before the period referred to in (1) if:
 - a) the decision to expel the Postgraduate Student from the list of students becomes final;
 - b) notice of termination is submitted in writing;
 - c) the Postgraduate Student rejects the change of the charges referred to in § 10(4).

§ 13

In any and all matters unregulated herein, the appropriate provisions of the Polish Civil Code as well as the Rules and Regulations of the Postgraduate Programme of the University of Economics in Katowice and the Rules and Regulations of Charging Fees for Educational Services connected with postgraduate education at the University of Economics in Katowice and Other Charges shall apply.

§ 14

Any and all amendments hereto shall be made in writing to become valid.

§ 15

The Contract was drawn up in two identical copies, one for each Party.

UNIVERSITY

POSTGRADUATE STUDENT