



International Training Programme – Political Science”, co-financed with European Union funds under the European Social Fund.

*Enclosure no. 3 to Regulations on Recruitment for and Participation in the Project*

**ENROLMENT CONTRACT NO. ....../PS/MGR/MPK/3.3POWER/2017**

REGARDING STUDIES PROGRAMME OFFERED WITHIN THE FRAMEWORK OF THE PROJECT TITLED “INTERNATIONAL TRAINING PROGRAMME - POLITICAL SCIENCE”

hereinafter referred to as the “**Contract**”, concluded on ..... by and between:

University of Humanities and Economics in Lodz, ul. Sterlinga 26, 90-212 Lodz, hereinafter referred to as the “**University**”, represented by

.....  
.....

and

*(forename and surname in the nominative case)*

.....

date of birth: .....,

residing at *(address)* .....

holder of *(name and number of identity document)*

.....

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

**Programme level:** second-cycle studies programme

**Programme form:** full-time programme

**§1**

**Subject of the Contract**

1. The subject of the present contract is implementation of the educational process at the level of a higher education programme, as well as organization of all elements inherently related to said educational process within the framework of the Project titled “INTERNATIONAL TRAINING PROGRAMME - POLITICAL SCIENCE”, co-financed with European Union funds under the European Social Fund, pursuant to grant agreement with the National Centre for Research and Development no. POWR.03.03.00-00-M167/17, hereinafter referred to as the “**Project**”.



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2. The area of study is based on proprietary plans and curriculums for programmes of the University of Humanities and Economics in Lodz, implementing educational outcomes designed for the specific major or majors, which the University is authorized to offer.
3. The programme is implemented pursuant to the provisions of the grant application relating to the Project titled “INTERNATIONAL TRAINING PROGRAMME - POLITICAL SCIENCE”. In matters not addressed by the present contract, respective provisions of the Polish Civil Code, the grant agreement, the Study Regulations, the Regulations on Recruitment for and Participation in the Project, the Polish Law on Higher Education, as well as Orders of the Rector and of the President of the University of Humanities and Economics in Lodz shall apply.
4. The present contract is concluded for the duration of the programme, i.e. for a period of 4 semesters, until 31.07.2019.
5. The effective date of commencing participation in the Project shall be understood as the date of signing the present contract.
6. The terms of the Project do not allow any extension of the duration of the programme, as per the Regulations on Recruitment for and Participation in the Project.

## **§2**

### **Obligations of the University**

1. Within the framework of implementing the programme, the University hereby undertakes to:
  - a. implement the programme plans and curricula, which are in compliance with the national and European standards;
  - b. provide appropriately qualified academic staff who warrant high level of education;
  - c. create conditions proper for educational purposes, including appropriate equipment of the premises used, as required to achieve the learning objectives;
  - d. enable the Student to use its educational and scientific resources, including access to the library and the necessary learning materials;
  - e. enable the Student's access to modern education technologies, including an e-learning platform;
  - f. enable the Student to use the University's IT system (Virtual Student Room) for communication with student affairs departments;
  - g. document the Participant's academic record, issue all required certificates and documents confirming graduation;
  - h. enable the Student to take part in science and research clubs;
  - i. enable the Student to take advantage of additional education benefits within the framework of courses, training sessions, public lectures, symposia, conferences and lectures given by experts, within the agreed scope;



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- j. enable the Student to take advantage of a scholarships' system in accordance with terms and conditions set out in separate regulations.
2. The University hereby represents that, pursuant to its privacy and personal data protection policy, it will not inform any third parties of any matters regarding the Student, unless the Student has granted a written consent to the same or unless applicable provisions of law so allow.
3. The Student (a national of Poland or holder of the Polish Charter (*Karta Polaka*)) holding a valid disability certificate can apply for financial and technical support to be coordinated by the Office for the Disabled.
4. The University will enable the Student to take advantage of the job offers available at the University's Career Office.

### §3

#### **Obligations of the Student**

Within the framework of implementing the programme, the Student hereby undertakes to:

- a. comply with the provisions hereof, the Study Regulations, the Regulations on Recruitment for and Participation in the Project and other internal regulations of the University issued by authorized bodies;
- b. comply with the regulations on the use of laboratories and the library;
- c. systematically engage in forms of communication prescribed by the University, in particular use the IT system of the Virtual Student Room;
- d. regularly participate in classes and other forms of support as per the programme curriculum, provisions of the grant application relating to the Project and instructions of the teachers;
- e. take examinations and complete winter and summer semesters in a timely manner;
- f. complete and sign all documents required for the purposes of implementing the Project, including Data of Project Participant receiving support (**enclosure no. 2 to the present contract**);
- g. participate in monitoring and evaluation surveys conducted by the University and other authorized institutions for the purposes of implementing the Project;
- h. keep the University informed of all and any events which could interfere with the Student's further participation in the Project;
- i. immediately notify the University in writing or via e-mail of each and every change of his or her personal data.

### §4

#### **Tuition fees**





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1. The studies programme financed within the framework of the Project in the period defined in §1.4 above is free of charge subject to compliance with the present enrolment contract. An exception to the above are the fees charged as per **enclosure no. 1 to the present contract** (fees for issuing documents).
2. Due to the fact that the entire programme of studies is financed out of the Project funds, if the Student applies for semester repetition, discontinues studies, is expelled, applies for withdrawal from the programme, fails to defend his or her diploma thesis prior to 31.07.2019, he or she will be obliged to refund all amounts received to cover the subsistence costs and the full cost of the studies programme under the Project (pursuant to §5.1). The above will not apply in case of giving birth to a child, prolonged illness confirmed by a medical certificate (stating that the Student is unable to continue his or her education) or in any other case classified as "circumstances of force majeure".

## **§5**

### **Termination of the contract**

1. The University may terminate the present contract with immediate effect in the event that the Student:
  - a) commits a breach of the present contract, in particular fails to fulfil any of the obligations set out in §3;
  - b) submits false or incomplete representations in order to be granted support within the framework of the Project;
  - c) commits a breach of the Regulations on Recruitment for and Participation in the Project, which will be tantamount to the Student being expelled.
2. In the event that provisions of clause 1 above should apply, the Student will be charged the full cost of his or her participation in the Project, i.e. the amount of **PLN 26,653.21** (as per the grant application relating to the Project), and undertakes to repay said amount.
3. In the event of termination of the present contract, the Student will not be eligible for any further support under the Project.
4. An administrative decision on expelling the Student is tantamount to termination of the present contract.

## **§6**

### **Final provisions**

1. The present contract is governed by Polish law.
2. All disputes between the University and the Student arising out of or with relation to the present contract will be resolved by a public court of law having jurisdiction over the seat of the University.





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3. The present contract has been executed in English, in triplicate, one copy for the Project Office, one for the Dean’s Office and one for the Student.
4. All and any amendments to the present contract must be made in writing or else shall be null and void.
5. The present contract comes into force on the day of its signing by both parties.

Enclosures:

Enclosure no. 1 – Fees for issuing documents

Enclosure no. 2 – Personal information of the participant of the project

Enclosure no. 3 – Representations of Project Participant

.....  
On behalf of the University

.....  
Student

