

AGREEMENT ON THE TERMS OF PAYMENT FOR EDUCATIONAL SERVICES FOR FOREIGNERS

Applying to foreigners stipulated in article 43.3 of the act of 27 July 2005 – the Law on Higher Education (continuous text Journal of Laws of 2012 item 572, as amended) studying on the tuition fee basis

entered into on in Warsaw by and between the Warsaw School of Economics

al. Niepodległości 162, hereinafter referred to as the University, represented by:

Dean of Undergraduate/Graduate Studies ¹, acting on behalf of SGH Rector,

and domiciled.....in....., ul.....

holder of passport No., hereinafter referred to as the Student.

Whereas, the University pursuant to the provisions of the act of 27 July 2005 – the Law on Higher Education (continuous text, Journal of Laws of 2012, item 572, as amended) and the Statutes of SGH:

- provides the Student with educational facilities in the appropriately declared field of studies – pursuant to relevant internal provisions and according to regulations stipulated in the SGH Rules and Regulations of study,
- provides the Student with suitable conditions for study – under a curriculum complying with applicable standards of education, by: employing a qualified faculty and foreign language teachers, providing the use of premises compliant with relevant standards, offering assistance in finding internships, organising the process of study and ensuring administrative support,
- issues a diploma of higher education after all the necessary conditions have been met by the Student,

the Parties undertake to enter into the following agreement.

§ 1

The purpose of the agreement is to establish, pursuant to article 160.1 of the act of 27 July 2005 – The Law on Higher Education (continuous text, Journal of Laws of 2012, item 572, as amended), the terms of payment for the following studies:

- 1) full-time first cycle studies¹
- 2) part-time first cycle studies¹
- 3) full-time first cycle studies in English
- 4) full-time second cycle studies¹
- 5) part-time second cycle studies¹
- 6) full-time second cycle studies in English in the field of Advanced Analytics – Big Data/ Finance and Accounting/ Global Business, Finance and Governance/ International Business/ International Tourism, Hotel Industry and Leisure Services.²

§ 2

1. The Student undertakes to timely settle the tuition fee and other amounts pursuant to the provisions of this agreement.

§ 3

1. The tuition fee and other amounts along with settlement deadlines shall be set out in the table of fees stipulated in para 8 and subject to section 2 shall remain binding for the term of the agreement.
2. Should the curriculum be covered in the time period shorter than planned, the fee must be settled in full.
3. In justified cases of material hardship, at a documented Student's request in writing, SGH Rector may allow for the fee payment to be postponed, however the date of payment may not exceed the duration of the programme. The payment may be effected in installments in the amounts and on the dates stated in the table of fees as mentioned in para 8 indicating the time period for which the amount is paid. Should this time period be not specified, or should there be any overdue amounts, each payment must be acknowledged by the University.
4. The Student shall be obliged to present the proof of fee payment at the request of authorised University staff.
5. The date of effecting a payment shall be the date of booking the amount in the appropriate individual Student's account run under the University's bank account and indicated in the virtual Dean's Office.
6. Each delay in effecting the payment or its part as well as each payment of an incomplete amount shall result in charging a statutory interest on the amounts overdue.
7. The amounts due to the University arising from this agreement shall be settled by the Student in euros without prior call on the dates stipulated in the agreement, table of fees or by the decision of a relevant University body and transferred to the appropriate individual Student's account run under the bank account of the University and indicated in the virtual Dean's Office with the title of payment provided.
8. The University shall make an invoice for the amount paid at the request of the Student. The application for invoice should be filed with the relevant Dean's Office in the time prescribed by the provisions of the tax law.

§ 4

1. Should any delay in payments stipulated in para 3 occur, the Dean may resolve to remove the Student from the student list. In such an eventuality this agreement shall be terminated immediately.
2. In order to resume studies and be reinstated to the student list a new agreement shall be required pursuant to the template form used for a given semester.
3. The condition for executing the agreement stipulated in section 2 shall be the settlement of all overdue amounts of the tuition fee with interest.
4. Termination of this agreement by the University shall take place if the Student is removed from the student list pursuant to the provisions of the SGH Rules and Regulations of study. In such an eventuality, the day of termination, subject to

provisions of section 1, shall be the end of the month in which the decision of removing from the student list was taken by the Dean.

5. The Student shall have the right to terminate this agreement at a one month's notice in writing. Termination of the agreement shall mean filing a declaration of resignation from studies.
6. Filing a declaration of resignation by the Student shall mean a termination of this agreement in the time stipulated in section 4.

§ 5

1. For any other occurrences unaccounted for by this agreement the provisions of the Polish Civil Code, the regulations for functioning of the Polish higher education institutions and internal regulations issued by the University bodies shall apply. Polish courts shall have jurisdiction over the resolution of any disputes which may arise from this agreement.
2. By signing the agreement the Student shall declare that he/she has familiarised himself/herself with the SGH Rules and Regulations of study available on the University website www.sgh.waw.pl.
3. The domicile address given by the Student in this agreement shall mean also his/her correspondence address for the University, unless otherwise indicated in the online admission form. The Student shall be obliged to immediately inform the University of any change to his/her correspondence address. Should this obligation be not performed, any letters sent to the existing correspondence address shall be deemed as effectively served.

§ 6

1. Any amendments to this agreement as well as its termination or dissolution must be made in writing, otherwise being null and void.
2. The agreement has been executed for the time period of the studies to which it pertains.
3. The Student shall be exempted from the payment of charges arising from this agreement:
 - 1) in the time period when he/she holds a scholarship of the host country or the sending country;
 - 2) if he/she studies on a tuition fee-free basis without the right to receive any scholarships.

§ 7

The agreement has been made in two identical counterparts in Polish and two identical counterparts in English, one copy in Polish and one in English for each of the Parties. Should any doubt arise, the agreement made in Polish shall prevail.

§ 8

The following are integral parts of the agreement:

- table of fees for students of full-time and part-time first cycle studies in Polish (annex No. 1 to Rector's order No. 40 of 5th July 2016³) ¹
- table of fees for full-time first cycle studies run in English (annex No. 2 to Rector's order No. 40 of 5th July 2016³) ¹
- table of fees for students of full-time and part-time second cycle studies in Polish (annex No. 3 to Rector's order No. 40 of 5th July 2016) ¹

- table of fees for students of full-time second cycle studies in English in the field of Advanced Analytics – Big Data/ Global Business, Finance and Governance/ International Business/ International Tourism, Hotel Industry and Leisure Services (annex No. 4 to Rector's order No. 40 of 5th June 2016³) ¹
- table of fees for students of full-time second cycle studies in English in the field of Finance and Accounting (annex No. 5 to Rector's order No. 40 of 5th June 2016³) ¹

Student
(signature)

Dean of Studies
Undergraduate/Graduate Studies*
(Dean's signature and name seal)

I hereby agree / do not agree² to receive from the Warsaw School of Economics commercial information by electronic mail pursuant to the act of 18.07.2002 (Journal of Laws No. 144 item 1204, as amended) on supplying services via electronic mail.

Student

(signature)

¹ give the name of the field of study pursuant to the adopted terminology

² delete as necessary

³ complete details of the relevant legal acts of SGH