CONTRACT
**concerning conditions for payment of educational services rendered by the University of Gdańsk for training courses financed for the participant with funds from a third party**

# This Contract is entered into on ...............................................(date), in Gdańsk, among the following Parties:

1.

Ms./Mrs./Mr.\*..…..……………………………………………..………………………………………………………,

details from identification document: ……..…………………..……………………………………………………….,

PESEL:…………………………………………………………………………………………………………………,

correspondence address ….………………..……………….…………………………………………………………..,

who is enrolled in a training course entitled …………….….…………………………………………….……………,

conducted by\*\* …………………………….…………………………………………………………………….………,

during the period of ………………………………………………………………………………………………..……

further referred to as the Participant,

2.

[*a physical person who holds single ownership of a business*]

Ms./Mrs./Mr.\*.……………………………………………………………………………………………………………,

residing at…………………………………………………………………………………………………………………,

holding single ownership of the business (name)…………………………………………………………………………

headquartered at: [*city*] ……………, postal code: ……………, [*address*]: ……………………………………………,

registered with the Central Registration and Information on Business under the NIP number: ………………………, and REGON number …………………………………………………………,

further referred to as the Financer,

[*another institution*]

[*Company* (*name*) ] ………………………………………………………………………………………………,

headquartered at: [*city*] ……………, postal code: ……………, [*address*]: ……………………………………………,

NIP …………………………………………………, REGON …………………………………………………………,

registered with the National Court Register conducted by Regional Court …………………………… under number …………………………………………, represented by: ………..……………………………………………………..,

further referred to as the Financer,

3.

# 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 define the conditions for payment by the Financer on behalf of the Participant of fees, referred to in § 4 subparagraphs 1, 2, and 3 of this contract, for educational services for a training course entitled ………………………………………………… conducted by\*\* ……………..….…………………, in accordance with article 99 section 1 subsection 5 of the Law on Higher Education of July 27, 2005 (*Journal of Laws* of 2016, item 1842, with amendments), further referred to as the Act.

§ 2.

1. The University declares that:
2. it will conduct a training course entitled ………………………………………………………………,
3. it meets the conditions, including the personnel and material resources, necessary for conducting the above-mentioned training course,
4. the organization and progression of the training course and the associated obligations of the Participant are described in the Regulations for Training Courses at the University of Gdańsk.
5. Additionally, the University declares that:
	1. it will collect fees for educational services as described in article 99 section 1 point 5 of the Act and for issuing a certificate confirming the acquisition of qualifications or another document confirming the completion of the 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 University of Gdańsk Senate resolution, the text of which is available at the University Internet website [www.ug.edu.pl](http://www.ug.edu.pl/);
	3. fees for educational services rendered as part of a training course and for issuing documents confirming completion of a 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 upon completion of the training course with a certificate confirming the acquisition of a qualification or another document confirming the completion of a training course.
2. The Participant agrees to:
	1. participate in classes as set forth in the above-mentioned training course plan and pass the required classes;
	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. The Financer agrees to:
4. pay fees to the University in a timely manner for educational services rendered to the Participant in association with the above-mentioned training course;
5. pay fees for the issue of a certificate confirming the acquisition of a qualification by the Participant or another document confirming the completion of a training course by the Participant.

§ 4.

1. The Financer agrees to pay fees in total/in installments\* for educational services rendered to the Participant who begins the above-mentioned training course entitled ………………………………….. during the period of ………………………………………

The above-mentioned fees are to be paid as follows:

1. if paid in total: ………………….…PLN by ………………..….….. (date);
2. if paid in installments: in the total number of ……………… installments and by the following due dates as determined by the Parties: ……………………………………………………………………………………… ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..
3. The initial fee, in the amount of ……………….. , paid by the Financer during the recruitment stage\*\*\* is applied to the total fee for educational services of the above-mentioned training course.
4. Fees for the rendered educational services and for the issue of a certificate confirming the acquisition of a qualification or another document confirming the completion of a training course are paid by the Financer to the University bank account number that is provided by the director of the training course.
5. If the fees for educational services rendered to the Participant are not paid by the Financer by the date they are due in the contract, the director of the training course can remove the Participant from the list of participants of the training course.

§ 5.

1. The Financer has the right to a refund of fees paid for educational services rendered to the Participant in full if the Participant submits a withdrawal from the training course by the day the course begins or to a partial refund if the withdrawal is submitted after the course begins proportionally to the number of meetings remaining until the conclusion of the training course.
2. The refund of fees paid by the Financer for educational services rendered to the Participant require the submission of a written request to the director of the training course. The amount of the refund is determined by the director of the training course taking into consideration any costs incurred by the University.
3. If the Financer fails to pay the required fees for educational services rendered to the Participant, or the withdrawal of the Participant from the training course submitted by the Participant after the course begins, or the removal of the Participant from the training course, the University will demand that the Financer pay any fees in arrears within seven days from the receipt of a demand for payment notice, otherwise the issue will be subject to legal proceedings*.*

§ 6.

1. This Contract is entered into for the duration of the given training course, which is for the period of ……..…………….…
2. This Contract will terminate prior to the conclusion of the course referred to in subsection 1 if:

1) the Participant is removed from the list of participants of the training course;

2) the Participant submits written notice of withdrawal from the training course.

1. This contract is terminated on the day the Participant completes the training course.

§ 7.

1. Any matters not addressed in this Contract are subject to the regulations in 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 three identical copies, one copy for each Party to this Contract.

Participant Financer by authority of the Rector

……………………………… ……………………………… ……………….………..

 *(legible signature) (legible signature) (signature and personal stamp)*

Gdańsk, (date) ………………………

*[name and surname]*

*[correspondence address]*

*[identification details]*

*[PESEL]*

CONSENT

I, the undersigned, as a Participant in the training course course entitled ……………………………………………. conducted by the University of Gdańsk, do hereby give my consent to the University to release information to the Financer ………………………………………………………………… regarding the course of my studies, and in particular, the following:

* my attendance at classes included in the study plan and educational program of the above-mentioned training course;
* the results of classes passed included in the plan and program of the training course.

Participant

…………………………………..

 *(legible signature)*