

AGREEMENT

on Postgraduate studies at the Academy of Tourism and Hotel Management in Gdańsk

Executive Master of Business Administration MBA in HoReCa industry using VR technology

between

Academy of Tourism and Hotel Management in Gdańsk, 12/13 Miszewskiego Street, hereinafter referred to as the "**Academy**", represented by the acting Rector **Jan Zacharewicz**

and

Mr/Mrs

Residing in Zip code:.....

street House No.:

Holder of an ID card No.

Issued by:

hereinafter referred to as "Postgraduate Students",

of the following content:

§1

1. The Rector declares that the Academy of Tourism and Hotel Management was established on the basis of the permit of the Minister of National Education No. DSW – 3 – 0145 / TBN/96 of 5 January 1996 and is entered in the register of non-state universities in the Ministry of National Education on 24 June 1996 under item 88.
2. The Academy of Tourism and Hotel Management in Gdańsk is a non-state University operating on the basis of the Act of 27 July 2005 and, issued on its basis, the above-mentioned permit of the Minister of National Education and the Academy Statute, the Study Regulations, as well as other acts and decisions of the Academy bodies.
3. **The Academy of Tourism and Hotel Management in Gdańsk, as an institution of higher education, is entitled to carry out bachelor's, master's and postgraduate studies in the HoReCa industry.**

§2

1. A student of postgraduate studies declares that he/she undertakes postgraduate studies at the Academy and undertakes to actively participate in classes.
2. In the event of absence during classes, the Student undertakes to familiarize themselves with the material.
3. The condition for receiving a diploma of completion of postgraduate studies is participation in classes and writing a diploma thesis.

§3

1. The Academy undertakes to organize and conduct the education of postgraduate students. For this purpose, the University will organize and conduct lectures, classes and credits in individual subjects and the diploma exam required in the curriculum for the issuance of a diploma of completion of postgraduate studies.
2. The Academy undertakes to ensure the proper organization of studies and a high level of teaching in the subjects covered by the curriculum, as well as to provide highly qualified teaching staff and proper organization of the teaching process in appropriate rooms with the necessary equipment.

§4

1. Postgraduate studies at the University last 2 semesters, classes are held in the part-time (extramural) system – at weekends (Saturday, Sunday).
2. The academic year is divided into two semesters and begins in March or October of each year and ends on 15 February or 30 September of the following calendar year, depending on the edition of the program.

§5

1. Postgraduate studies are paid.
2. The amount of tuition fees in an academic year is determined on a semester basis.
3. A change in the amount of tuition fees, unless it is an increase, does not require an amendment to this agreement.
4. The student of the Postgraduate Studies undertakes to pay the tuition fee in the amount and in the manner specified in Appendix No. 1 to this Agreement.
5. The Academy may divide the payments into two installments at the request of the Student.
6. The date of receipt of the payment on the Academy's bank account determines whether the payment deadline is met.
7. In the event of resignation or expulsion from the studies of postgraduate students, the amount paid is not refunded.
8. Payments should be made to the Academy's account:

Santander Bank Polska S.A.
address: MISZEWSKIEGO 12/13, 80-239 GDANSK, POLAND
bank account in EUR: IBAN PL68 1090 1098 0000 0001 4855 1135
bank account in PLN: IBAN PL11 1090 1098 0000 0000 0905 0835
code SWIFT/BIC: WBKPPLPP

§6

1. The rights and obligations of the Postgraduate Student related to the course of study are specified in the Academy Statute and the Regulations of Postgraduate Studies.
2. After paying the tuition fee, the Postgraduate Student has the right to:
 - participate in lectures, seminars, classes and other didactic activities provided for in the curriculum,

- receive the necessary certificates confirming the continuation of education at the Academy.
- consultation

§7

1. A student of postgraduate studies declares that they have read the Regulations of Postgraduate Studies and undertake to fulfill all provisions contained therein.
2. Postgraduate students undertake to:
 - comply with the provisions of the University Statute and all other orders, regulations and instructions in force at the Academy – to the extent applicable to students,
 - participate in classes and take exams on the dates specified by the Academy.

§8

1. A student of postgraduate studies may resign from education at the Academy by submitting a written statement to the Dean's Office.
2. In the event of resignation from the Postgraduate Studies at the Academy or in the event of deletion from the list of students of Postgraduate Studies for other reasons, the Student will get back the documents.
3. In the case referred to in paragraphs 1 and 2, the agreement shall be terminated on the date on which the decision on deletion becomes final.

§9

In matters not regulated in this agreement, the provisions of the Academy Statute and the Regulations of Postgraduate Studies as well as the Civil Code and the Act on Higher Education shall apply.

§10

This agreement is made in two identical copies, one copy for each party.

Gdansk,

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Student of postgraduate studies

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Rector/Vice-Rector