

**CONTRACT No ..... / 20.....**  
**for provision of educational service by WWSIS Academic Preparatory School**

concluded on ..... in Wrocław between:

**Wrocław School of Information Technology, ul. ks. Marcina Lutra 4, 54-239 Wrocław**, represented by Chancellor Edyta Błoniarczyk, hereinafter referred to as the “**School**”

and

Mr/Ms ..... residing: .....  
.....,  
proving his/her identity with passport [series, number] ....., citizen of [name of the country] ....., hereinafter referred to as the “**Student**”.

**Subject of the Contract**

**§1**

1. The subject of this Contract consists in specifying the payment conditions for educational services in the form of intensive language courses (Polish and English) hereinafter referred to as the “Course” as well as mutual rights and obligations of the parties.
2. The School is responsible towards the Student for carrying out an intensive language training curriculum comprising **800 classroom hours** at either A2 (beginners’ group) or B1 (advanced group) level in the course of one academic year.
3. Within the framework of the Course the School shall provide the Student with:
  - **400 classroom hours of English** language and **400 classroom hours of Polish** language classes,
  - free access to the School’s library resources and the wireless Internet on campus,
  - Certificate of Admission to the Course authorizing the Student to apply for the student visa and the residence card in Poland for the duration of the Course.
4. The Student undertakes to pay the tuition fee on time, as defined in §2 of the Contract.
5. To enroll in the Course the Student shall submit the following documents:
  - filled-out **candidate’s questionnaire** (provided by the School),
  - xerox copy of the **passport**,
  - two signed copies of the **Learning Agreement**,
  - In the case of underaged Students (under 18 years of age) – written consent by a parent or legal guardian for enrolling in an intensive language course taught by the WWSIS Academic Preparatory School.

**Tuition fees**

**§2**

1. The tuition fee charged by the School is **€ 2200,00** (in words: two thousand and two hundred Euros), except for the circumstances defined in §2.6 of this Contract.
2. After submitting the required documents, listed in §1.5 of this Contract, the Student has seven business days to pay the tuition fee.
3. If the Student pays the tuition fee after the deadline specified in §2.2 of this Contract, the School has a right to refuse the Student admission to the Course.
4. If the Student is refused admission to the Course, s/he is entitled to a refund of the tuition fee (payable within seven business days after the reception of the refusal).
5. On receiving the tuition fee the School has seven business days to issue the Certificate of Admission to the Student.
6. Students from the Schengen area countries may choose to pay the tuition fee in 10 monthly instalments of **€ 220,00** each,
7. The Student who has completed the Course may choose to retake the Course after paying 100% of the tuition fee for the retaken Course.
8. All payments referred to in this Contract shall be made in Euros, in a non-cash form, to the bank account of the School:  
**WWSIS „Horyzont”**  
**ul. ks. Marcina Lutra 4**  
**54-239 Wrocław**  
**Bank PEKAO S.A.**  
**IBAN: PL 79 1240 6670 1978 0011 0985 2466**  
**SWIFT: PKOPPLPWXXX**
9. Should the Student coming from a non-Schengen area country be denied a student visa, s/he is entitled to a refund of the tuition fee (payable within 7 business days after submitting a written proof of the visa refusal at the School’s Dean’s Office) less a **€ 150,00** (in words: **one hundred and fifty Euros**) administrative fee.
10. For foreign Students the tuition fee is also refundable – but only for the period of Course withdrawal – if the foreigner has temporarily given up the Course for health reasons confirmed by the doctor’s note or for other important

documented causes (Regulation of the Minister of Science and Higher Education dated 12 October 2006 concerning initiating and pursuing studies and training by foreigners as well as their participation in scientific research and development works, Journal of Laws No. 190, section 1406 from the year 2006 with later amendments).

11. If the Student gives up the Course – before or during the academic year – for reasons other than those listed in §2.9 and §2.10 the tuition fee is not refundable.

### **Duration of the Contract. Termination of the Contract**

#### **§3**

1. The Contract is concluded for the duration of the Course.
2. The Contract may be terminated on the day when the Student submits a written resignation from the Course.

### **Other provisions**

#### **§4**

1. Matters that are not regulated herein shall be governed by the provisions of the Polish Civil Code.
2. Statements regarding any amendment or termination of this Contract shall be in writing otherwise being null and void.
3. The parties shall make all efforts to amicably resolve any disputes that may arise, and if it proves necessary the disputes shall be submitted for resolution to the common court in Wrocław.
4. This Contract has been made in two counterparts, one for the School and one for the Student.
5. The Student gives the School permission to process his/her personal data in connection with the Contract realization pursuant to the bill of 29 August 1997 on personal data protection.

.....  
SCHOOL

.....  
STUDENT