

Between

**the Palacky University Olomouc, Faculty of Medicine  
represented by Prof. Dr. Milan Kolář, Ph.D,  
Dean of the Faculty**

- Applicant Body -

and

**ASIIN Consult GmbH  
represented by the Managing Director,  
[REDACTED]  
Mörsenbroicher Weg 200, 40470 Düsseldorf  
- Contractor -**

The following contract about the implementation of a certification procedure at the **Palacky University Olomouc, Faculty of Medicine** is concluded.

**Preface:**

ASIIN Consult. carries out external quality assurance procedures in higher education institutions<sup>1</sup> for:

- ▲ degree programmes or
- ▲ quality management systems

ASIIN is also prepared to carry out quality assurance procedures which lead to recommendations for national accreditation bodies abroad as to whether or not a degree programme should be accredited. The final approval of degree programmes is then the sole responsibility of the respective ministries and/or state authorities. ASIIN itself does not confer a seal of its own under these circumstances.

ASIIN, being a full member of the EQAR is registered in a number of countries; in some instances the ASIIN accreditation is taken by the national authorities as basis for a national accreditation.

The version of the criteria relevant for the applied for seal/certificate for the accreditation or certification of programmes or quality management systems (incl. system accreditation in Germany) which is valid at the time that the agreement is signed shall be the basis of the procedure. The respective criteria set is mentioned in the offer for the implementation of an accreditation procedure.

By signing this contract, the applying body confirms that they have not yet filed a binding application at this point in time for accreditation of the degree programmes or the quality management system described in the offer with a different agency and/or that they have not yet received a negative notification. If the concept has been changed after a negative outcome, the differences to the original application shall be laid out by the applying body.

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<sup>1</sup>The term „Higher Education Institution“ includes all providers intending to deliver educational offers at levels 6-8 of the European Qualifications Framework (EQF).

## **General Rules**

### **§ 1 Object of the agreement**

The object of this agreement is the completion of a certification procedure carried out by ASIIN Consult and aimed at conferring the applied-for AMSE seal.

### **§ 2 Services of ASIIN**

ASIIN Consult shall perform the following services:

1. provide the criteria to be complied with for the certification procedure
2. a preliminary examination and discussion of the applying body's self-assessment(s) at the ASIIN offices or, alternatively, by e-mail or telephone/web-conference
3. a formal review of the self-assessment revised after the preliminary examination by the ASIIN office by e-mail, including the clearing for the initiation of the procedural steps .
4. selection and appointment of the audit team
5. scheduling and implementation of one or more visits (audit) at the higher education institution of the applying body as described in the offer
6. compilation of one or more certification reports based on the information provided by the applying body and the results of the audit by the peers
7. decision of the corresponding AMSE Commission and, provided there is a positive vote, allocation of the applied-for seal
8. delivery of the certification report(s) and, provided the decision is positive, certificate(s) of the applied-for seal or label to the applying body

The applying body shall be entitled to receive information from ASIIN about the status of its process(es) at all times.

### **§ 3 Compensation**

1. For its services, ASIIN shall receive compensation amounting to 5500 € plus local VAT and other taxes in the Czech Republic. Additional costs to be covered by your university include flights from Germany to Olomouc and back as well as travelling, accommodation and subsistence within the Czech Republic.
2. The compensation shall be payable in one instalment after signing the agreement.

### **§ 4 Duration/Right of Withdrawal**

1. The parties to the contract shall agree that the procedure begins with the confirmation of the assumption of costs. The accreditation procedure shall end with the notification of a decision on the application to the applying body.
2. ASIIN has the right to withdraw from the contract or postpone the implementation of the procedure due to reasons which render the implementation unacceptable (such as travel warnings issued by the Federal Foreign Office, improper influence on the procedure by the applying body, or similar). The applying body shall bare all costs occurred until the moment of cancellation.

### **§ 5 Liability**

1. If due to a collaboration several higher education institutions jointly apply for accreditation, the applying bodies shall be jointly and severally responsible for complying with their incumbent obligations.
2. ASIIN shall not be held liable for any conclusions drawn from its accreditation reports by third parties. No liability whatsoever shall arise for damages which may incur out of or in connection with an accreditation report or a decision made by ASIIN concerning the allocation or refusal of a seal or label.

### **§ 6 Rights of use**

If any services of ASIIN come under copyright, the applying body shall not be entitled to exclusive rights of use. The rights of use also contain the right to distribute orally and in writing, by electronic media (e.g. disk, CD-ROM or the internet) and the right to pass information on to third parties.

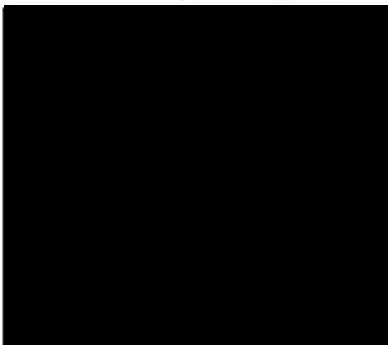
### **§ 7 Working Language**

The working language for the accreditation procedure will be English.

### **§ 8 Place of jurisdiction**

Düsseldorf (Germany) shall be the place of jurisdiction.

Düsseldorf, January 17<sup>th</sup> 2019



Olomouc, January 23<sup>rd</sup> 2019

Prof. Dr. Milan Kolář