{0>Smlouva o spolupráci<}0{>Agreement of Cooperation<0}

{0>**I.**<}0{>**I.**<0}

{0>**Smluvní strany**<}0{>**Parties of the Agreement** <0}

**1.1.** {0>**University Studies Abroad Consorcium (USAC)**<}0{>InterIIN **International Studies Abroad (ISA)**<0}

{0>zastoupené<}0{>represented by xxxxxxxxxxxxxxxxx, ISA Vice President for Global Operations, with his office at xxxxxxxxxxxxxxxxxxxxxxxx. xxxxxxxxxxxxxxx will be direct representative in negotiations with ÚJOP UK.

{0>(dále jen „*USAC*“)<}0{>(*”ISA”)*<0}

**1.2.** {0>**Univerzita Karlova v Praze**, sídlem Ovocný trh 5, 116 36 Praha 1,<}0{>**Charles University**, address: Ovocný trh 5, 116 36 Prague 1,<0}

{0>zastoupená Mgr.<}0{>represented by<0} {0>Janem Podroužkem, ředitelem **Ústavu jazykové a odborné přípravy**, sídlem Vratislavova 10, 128 00 Praha 2, Česká republika<}0{>PhDr. Ivan Duškov, M.A., head of the Institute for Language and Preparatory Studies (**Ústav jazykové a odborné přípravy**),

address: Vratislavova 10, 128 00 Prague 2, Czech Republic<0}

{0>IČ:<}0{>IČ:<0} 00216208

xxxxxxxxxxxxxxxxxxxxxxxx will be direct representative in negotiations with ISA.

{0>(dále jen „*ÚJOP*“)<}86{>(*”ÚJOP UK”)*<0}

{0>**II.**<}0{>**II.**<0}

{0>**Předmět smlouvy**<}0{> **Purpose**

2.1. This is to establish an agreement for the development of collaborative academic activities for ISA programs at Charles University.

{0>Předmětem smlouvy je vzájemná spolupráce při organizování jazykových a odborných kurzů pro studenty USAC.<}0{>This Agreement of Cooperation defines relations and liabilities of both parties who are stated above.

{0>**III.**<}0{>**III.**<0}

{0>**Povinnosti a odpovědnosti smluvních stran**<}0{>**Responsibilities of each party** <0}

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3.1. {0>Povinnosti ÚJOP:<}67{>ÚJOP UK Responsibilities:<0}

1. ÚJOP UK will arrange VISA letters verifying ISA students’ acceptance at CU in 5 business days from obtaining students’ list with all necessary information.
2. ÚJOP UK will provide necessary number of classrooms for tuition. Final number of classrooms will be stated on the basis of total number of ISA students. Both parties will agree on the final number of classrooms two months before start of new ISA program at the latest.
3. ÚJOP UK shall provide a 2-week intensive course of the Czech language for the group of the ISA students at the beginning of their stay in the Czech Republic. That means: in early February and in early September (the exact starting date subjects to a mutual agreement). The total number of language class instruction shall be 50 lessons per group during the intensive course. ÚJOP UK shall ensure that the students will be divided into small work groups with the average number of 11-14 students.
4. During the intensive course of the Czech language, ÚJOP UK shall organize official welcome of the students to Charles University, two guided walking tours of Prague’s historical centre, (1. a visit to the National Library in Prague and Old Town of Prague and 2. a guided tour to surroundings of Prague Castle), an all-day trip to a site of historical or cultural interest, one visit to a theatre performance. ÚJOP UK will also ensure the official graduation from the program (students will receive a Czech Language Certificate).
5. ÚJOP UK shall conclude contracts with the teachers of specialized courses in the ISA program and pay them remuneration based on the number of hours taught. Employment relations between ÚJOP UK and the teachers, as well as other relations arising there from, are fully within the powers of ÚJOP UK and shall be subject to the current regulations of CU. The work duties of these teachers are subject to a mutual agreement between ISA and ÚJOP UK. ÚJOP UK will provide syllabi for the new courses within one month since the notification of any new academic offering. Every ISA course will consists of 45 hours per 50 minutes.
6. ÚJOP UK will arrange CU identity cards issued in cooperation with the CU Information Center for ISA students by the end of the 2-week intensive course of the Czech language.
7. ÚJOP UK shall equip classrooms with standard board attached to wall and standard classroom equipment necessary for teaching according to ISA's instructions.
8. ÚJOP UK shall provide an Internet connection for the ISA students in the Charles University classrooms.

3.2. ISA Responsibilities: <0}

1. ISA shall notify ÚJOP UK of the starting and closing dates of the next semesters one year before these terms take place.
2. ISA shall notify ÚJOP UK of courses, approximate number of students and level of their Czech language skills for next term by 15 June and by 15 November every year.
3. ISA shall ensure that the number of students attending specialized courses (subjects) is not lower than 5 in a group and not more than 20.
4. ISA will be responsible for providing reasonable care of all materials of ÚJOP UK property carried into or installed in the classrooms. ISA will not be responsible for damages beyond its control and that are not a direct result of its students. ISA undertakes that it will handle this property with care and in compliance with common rules of its use. ISA is responsible for damage on such ÚJOP UK property except occasions, in which the damage was caused by other circumstances, especially those that exclude responsibility.
5. ISA will hand over written order for tuition and other services for summer program till May 31st, 2019 at the latest.

{0>**IV.**<}0{>**IV.**<0}

{0>**Finanční záležitosti**<}0{>**Finances**<0}

4.1. {0>Za komplexní zabezpečení programu v rozsahu daném toto smlouvou zaplatí USAC ÚJOPu celkovou částku …. za jeden semestr.<}0{>For use of the space and services specified above, ISA will pay 50% of the total amount before beginning of every term program. That means till 15 January for spring term and till 15 August for fall term. <0}{0>Zbývající část je splatná nejpozději do tří měsíců od zahájení semestru.<}0{>The other 50% is payable till 31 March for the spring term and till 31 October for the fall term.

4.2. The price is determined in dependence on the number of teaching hours taught and is 112 EUR per teaching hour in case of specialized course, 100 EUR per teaching hour in case of the intensive Czech language course according 3.1.c).

In case the students are interested in a follow-up non-intensive Czech language course and are included in the group of students of other ÚJOP UK Czech language programs, the price is 322 EUR per student per the course.

In case the students are interested in a follow-up non-intensive Czech language course and are not included in the group of other students and request to be a separate group of the ISA students, the price is as follows:

1 individual student …….. 1143 EUR per course

2 students in a group ……. 592 EUR per student per course, i.e. 1184 EUR per course

3 students in a group ……. 416 EUR per student per course, i.e. 1248 EUR per course

4 and more students in a group ……………. 322 EUR per student per course.

<0}4.3. {0>Platby budou převedeny na bankovní účet ÚJOPu uvedený níže v CZK:<}0{>The payments will be made by money transfer to the ÚJOP UK bank account:<0}

{0>název účtu:<}0{>Name of the Account:<0} {0>ÚJOP UK<}0{>ÚJOP UK<0}

{0>adresa banky:<}0{>Bank Address:<0} {0>Komerční banka, Na Příkopě 33, Praha 1<}0{>Komerční banka, Na Příkopě 33, Praha 1<0}

{0>číslo účtu:<}67{>Number of the Account:<0} 271838690257/0100

{0>IBAN:<}0{>IBAN:<0} CZ9401000000271838690257{0>CZ6001000000000083732011<}0{><0}

{0>swift code:<}0{>Swift Code:<0} {0>KOMB CZ PP <}0{>KOMB CZ PP

4.4. Other Services (e.g. tuition in summer program) will be stated in amendment agreement to this Agreement of Cooperation. <0}<0}

4.5. {0>Ceny uvedené v tomto článku budou počínaje rokem 2009 každoročně upravovány podle míry inflace vyhlášené Českým statistickým úřadem.<}0{>Prices quoted in this Agreement are subject to yearly inflation according to officially announced percentage of inflation in the Czech Republic by Czech National Bank. Prices altered according to the percentage of inflation will come into force in the program (semester), which is the nearest to follow after the official announcement of the percentage of inflation. Other changes of financial nature must be notified in writing and approved by both parties.

**V.**

**Other arrangements**

5.1. Neither party will be in default or responsible for damages ensued from delays or failures to fulfill any contractual obligations directly or indirectly resulting from consequences of circumstance beyond adequate control of either party. The party affected by Force Majeure will invest adequate efforts to remedy such circumstance in order to renew fulfillment of its contractual obligations as soon as possible; however, neither party will be obliged to resolve strike, accident or other work-related unrest otherwise then exclusively according to its best judgment.

5.2. There shall be no classes during the national holidays of the Czech Republic.

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{0>**V.**<}0{>**VI.**<0}

{0>**Doba trvání smluvního vztahu**<}0{>**Contract Duration**<0}

6.1. {0>Tato smlouva se sjednává na dobu určitou s platností do 31.12.2009 a nabývá platnosti dnem jejího podpisu zástupci obou smluvních stran.<}0{>This contract comes into force on 1 January 2019 and is valid till 31 December 2019.<0}

**VII.**

{0>**Ostatní ujednání**<}0{>**Signatures of both parties**<0}

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PhDr. Ivan Duškov xxxxxxxxxxxxxxxxxxxx

{0>za ÚJOP UK Praha<}0{>for ÚJOP UK <0} {0>za USAC<}54{>for ISA<0}

{0>datum ......................................... datum ...........................................<}100{>Date ........................................... Date ............................................<0}