

AGREEMENT

Between

Charles University

seat: Ovocný trh 560/5, 116 36 Praha 1, Czech Republic

concerning the part: *First Faculty of Medicine*

address: Kateřinská 32, 121 08, Praha 2, Czech Republic

VAT No. CZ00216208

represented by: Prof. MUDr. Aleksi Šedo, DrSc., dean of the First Faculty of Medicine

(hereinafter “ The Faculty”)

and

Czuni.com s.r.o.

seat: Petřská 12, 110 00 Praha 1, Czech Republic

IČ: 086 19 514

represented by:

projekty www.CZuni.com, www.StudyVisa.cz

(hereinafter “ The Agent”)

1. GENERAL:

1.(i) This document sets out the basis of an agreement between The Faculty and The Agent for the recruitment and placement of students from **Turkey, Australia, New Zealand, Hong Kong, Canada, Switzerland and France** for Degree study programs conducted in the English Language by The Faculty. Both parties to this agreement shall use their best endeavors to make this Agreement a success for all concerned, and during the operation of said agreement, the parties jointly undertake to remember that the subject of the agreement concerns the education and well-being of students, and that the interests of these students should have priority at all times.

1.(ii) The Faculty shall admit to its General Medicine and Dentistry study programs students recruited through The Agent who successfully pass The Faculty's entrance procedure and fulfill critical health criteria (e.g. obligatory vaccination, medical examination). This enrollment can be done first in the academic year **2020/2021**.

1.(iii) Upon enrollment at The Faculty, the student shall be subject to the Regulations of The Faculty, Charles University and the Laws of the Czech Republic.

2. OBLIGATIONS AND RIGHTS OF THE FACULTY:

2.(i) The Faculty shall set the entrance procedure which shall be of the same type and standard for all applicants (for English courses) to The Faculty in the same year, whether admitted via The Agent or other route. This procedure shall comprise an oral interview (for those who successfully pass the written part, oriented towards personality and motivation of applicants) and a written testing of applicant's knowledge of basic sciences (biology, chemistry and physics).

2.(ii) The Faculty shall ensure that its teaching staff are adequately trained in teaching their subject(s) in English, that there are adequate supplies of English books for the use of lecturers and for reference purposes by students. The Faculty shall not provide textbooks for the students.

2.(iii) The Faculty will appoint a Liaison Officer (Vice-Dean for foreign students of The Faculty), who in turn will ensure that a deputy is appointed during his/her absence, to handle all correspondence with The Agent.

2.(iv) The Faculty shall do all within its power to guarantee that dormitory is available during the course at extra cost to the student (with preference of the students of the first year in case of a limited capacity of dormitory) and advise The Agent and the students of this cost by April 1st each year.

2.(v) It is the students' responsibility to enter into a health insurance agreement either in the Czech Republic or abroad.

2.(vi) The administration of the entrance procedure is completely controlled by The Faculty. The Faculty may entrust The Agent to organize the entrance procedure.

2.(vii) The Faculty shall not be responsible for making arrangements for visits by relatives or friends of students.

3. OBLIGATIONS AND RIGHTS OF THE AGENT

3.(i) The Agent thereby states that it is not resident in the Czech Republic neither has a domicile, place of business or premises in the said country.

3.(ii) The Agent shall promote the English study programs of The Faculty in **Turkey, Australia, New Zealand, Hong Kong, Canada, Switzerland and France**, and shall select and recruit suitable students and present these to The Faculty for admission to its courses. Students who have completed the required level of secondary school education are considered eligible for studies.

3.(iii) The Agent shall take up educational references for all applicants and shall provide The Faculty with a balanced reference for each applicant.

3.(iv) The Agent shall use its best endeavors to persuade each student to enter into a medical insurance agreement, obtained either in the Czech Republic or elsewhere, providing medical insurance throughout the course of study.

3.(v) The Agent shall appoint a Liaison Officer, who in turn will ensure that a deputy is appointed during his/her absence, through whom all formal contacts between The Faculty and The Agent shall be made.

3.(vi) The Agent will ensure filling up of electronic application forms for all applicants before the particular exam date, and will deliver prior to the date of enrollment legally verified copies of certificates confirming successful completion of a secondary school studies with a legal translation of these documents into Czech language for the admitted students. The requirements for nostrification of high school education are posted on the University website: <https://www.cuni.cz/UKEN-16.html>

3. (vii) The Agent will assist students to secure study visas in a timely manner.

3.(viii) The Agent shall administer the entrance procedure controlled by The Faculty under strict professional standards and maintaining security. The Agent will pay for all registered candidates application fee (**in the year 2020: CZK/person** - will be determined each year by Charles University and The Faculty regulations) in one common payment to the bank account of The Faculty till the date of the entrance procedures.

In the case that entrance procedures will not take place at The Faculty, The Agent will cover all travel expenses to the examination center for two faculty examiners and will ensure and pay an accommodation at the place of entrance procedures for examiners of The Faculty.

3.(viii) If the number of registered candidates is smaller than ten or in the case of candidates from the neighboring countries, the entrance procedure takes place in Prague at The Faculty, during the official examination term.

4. FINANCE:

4.(i) Neither The Faculty nor The Agent shall have responsibility for the travel expenses (including repatriation) of students in the program.

4.(ii) Tuition fees for the Degree Programs were fixed by The Faculty at a rate of **CZK/1 academic year** for one undergraduate place in the study program of general medicine and of **CZK/1 academic year** for one undergraduate place in the study program of dentistry and of **CZK/1 year** of postgraduate study **for entry in September 2020** (tuition fees for the Degree Programs will be determined by Charles University and The Faculty regulations). Tuition fees shall be reviewed every year according to the statute of Charles University. Accommodation, food, textbooks and other expenses shall not be included in the fees. The student shall pay the tuition fees directly to Charles University (The Faculty) and in way determined by Charles University and The Faculty regulations. The Faculty shall keep The Agent fully informed of any annual fee increase.

4.(iii) The Faculty will pay The Agent commission at per cent of tuition fees which it received for the first year of studies of those students who enrolled for studies through mediation of The Agent and have paid the fees to the Faculty. The Faculty will pay The Agent only for students enrolled for study at the Faculty for the first time.

By the 31st October The Agent will send the Faculty a list of students whose enrolment for studies it mediated.

Within 10 days following the receipt of this list the Faculty will confirm a list of students actually enrolled and will also confirm who of those students have paid the fees to the Faculty (including information of the amount of the fees paid).

Within 10 days following the receipt of the confirmed list The Agent will issue and mail an invoice, particulars of which are listed in Annex 1. The invoice is payable within 14 days following the provable delivery of the invoice to the address of the Faculty.

5. LEGAL:

5(i) Modifications to this Agreement may be made from time to time through the written agreement of both parties - such modification coming into effect on the date of its Disclosure.

5.(ii) This Agreement shall come into effect on the Effective Date noted in Section 5.(iii) of this Agreement and will remain so for an undetermined period until terminated by one of the two parties.

Under this contract, the admission procedure of students will be governed starting by the academic year 2019/2020.

Either party can terminate the agreement any time. Such a termination must not influence the entrance examination of already registered students and the payment of the commission to The Agent.

5. (iii) The parties acknowledge that Charles University, as a public university and an entity under Art. 2 Par. 1 Letter e) of Act. No. 340/2015 Coll., on Contract Register, is subject to the obligation to disclose any contracts it concludes in the contract register (herein "Disclosure"). The Parties state that this Agreement, which is subject to mandatory Disclosure, shall take effect on the day of its Disclosure (herein "Effective Date"). The Faculty pledges to Disclose the contents of this Agreement as well as to inform The Agent with no undue delay of the fact that the such contents of the Agreement have been disclosed and that the Agreement has taken effect. Information must be sent to:

5.(iv) This agreement is subject to Czech Law at all times.

5.(v) This agreement replaces all previously concluded agreements between The Agent and The Faculty.

5.(vi) The agreement is printed in four English copies and both parties will keep two of them.

Full name of the Faculty:

Charles University
First Faculty of Medicine

Address:

Kateřinská 32
121 08 Praha 2
Czech Republic

**Representative for
correspondence:**

Bankers:

Signed on behalf of The Faculty by:

Name: Prof. MUDr. Aleksi Šedo, DrSc.

Position: Dean of the Faculty

Date:

(Official seal or stamp)

Full name of The Agent:

Czuni.com s.r.o.

Address:

Petrská 1136/2
110 00 Praha 1
Czech Republic

**Representatives for
correspondence:**

Bankers:

Signed on behalf of The Agent by:

Name:

Position:

Date:

(Official seal or stamp)

Annex 1

Particulars of the (additional) invoice (document):

- (1) Name, domicile or place of business of the entity providing the service, possibly its ID number
- (2) Name, domicile or place of business, and VAT number of the entity receiving the service
- (3) Registered reference number of the document
- (4) Extent and object of the service provided
- (5) Date of issue of the document
- (6) Unit price for the service provided
- (7) Total price for the service