

Agreement

concluded in accordance with § 2445 - 2454 of Act No. 89/2012 Coll., of the Civil Code, as amended (hereinafter referred to as the „Civil Code“), between contracting parties (hereinafter referred to as the „Agreement“)

The contracting parties:

Vysoká škola chemicko-technologická v Praze
(in English: University of Chemistry and Technology, Prague)

Technická 1905/5, 160 00 Praha 6, Czech Republic

Represented by: xxxxx
Identification No.: 60461373
Tax Identification No.: CZ60461373
Bank connection: xxxxx, bank account No.: xxxxx
(hereinafter referred to as UCT)

and

BAKTRIA s.r.o.
(brand name: StudyIn.University)

Freyova 27, Vysočany, 190 00 Praha 9

Represented by: xxxxx
Tax Identification No.: CZ28227638
Bank Branch: xxxxx
Bank Address: xxxxx
Account Name: xxxxx
Account Number: xxxxx
SWIFT: xxxxx
IBAN No.: xxxxx
Contacts: xxxxx
(hereinafter referred to as the Agency)

UCT and Agency hereinafter referred to jointly as the “contracting parties”, individually as the “contracting party”

have concluded the following Agreement:

I.

Subject of the Agreement

- a) The contracting parties undertake to collaborate in the recruitment of foreign self-paying individual students (i.e. non-Czech Republic residents who pay full amount of tuition fee for each academic year of their studies), who are not currently and were not previously the students of UCT, for regular form of studies of study programs taught in English at UCT in Prague.



- b) The contracting parties will collaborate on recruitment students for study programs as follows:

Study program:	Type:	Length:
Preparatory program (0, 5 year)		0, 5 year
Preparatory program (1 year)		1 year
Economics and Management	BSc	3 years
Sectoral Management	MSc	2 years

II.

Cooperation definition

- a) The Agency will collaborate with UCT to recruit students from Central Asia countries (hereinafter Selected Countries).
- b) The contracting parties aim to recruit **4-12** students by means of the Agency in each academic year.
- c) The contracting parties hereby declare, that the Agreement does not grant the Agency any exclusive rights for the recruitment of students in Selected Countries and that UCT is entitled to recruit students directly or via other agencies.
- d) The contracting parties hereby agree that the Agency is entitled to cooperate in the recruitment of students with other universities located in the Czech Republic.

III.

Agency Obligations

- a) The Agency shall promote UCT and recruit the students for UCT study programs with due care. Unless expressly stipulated otherwise, the Agency bears all the costs of its activities.
- b) The Agency shall acquaint the concerned applicants / students with the study programs taught at UCT, with their plans of studies and study regulations. The Agency shall provide students with relevant information on accommodation, living conditions and social life in the Czech Republic and Prague.
- c) The Agency shall ensure that the concerned applicants submit all the necessary documents required by UCT for the admission procedure. The necessary documents at the date of signature (which may change in the future) are:
- a fully completed application form,
 - originals or certified copies and, where necessary, their translations, of previous education record including the final (school-leaving) certificate.

- d) The Agency will work together with UCT to ensure that
 - applicants attend admissions video calls with UCT representatives
 - applicants attend admissions tests at UCT in Prague, or
 - applicants attend admissions tests organized by the Agency in cooperation with UCT in any of the Selected Countries, or at any other place agreed by the contracting parties. Any administrative costs related to admissions tests organization will be borne by the Agency.
- e) Any applicants' costs associated with the admissions tests, including travel expenses and other costs (accommodation, etc.) related to their travel, will be borne by the applicants or shall be resolved directly between the Agency and the applicants.
- f) The Agency shall assure for timely payment of tuition fees by the admitted students to the UCT bank account. The payment is imperative for the enrolment of each student in the UCT study program.
- g) The Agency shall help and assist each admitted student with the procurement of
 - visa / long term stay in the Czech Republic;
 - nostrification (recognition) of previous education required by the Czech Republic.
- h) The Agency shall assure that enrolled students appear at UCT not later than one week prior to the day of the beginning of inclass instruction in the respective academic year / semester.
- i) The Agency shall collaborate properly and communicate on a timely basis with the UCT Department of International Relations in all points stated above.

IV. UCT Obligations

- a) UCT shall provide the Agency with all the necessary information and study terms at UCT, including the admissions criteria and the detailed descriptions of study programs. All these materials will be provided in English.
- b) UCT will collaborate with the Agency to organize
 - admissions video calls with UCT representatives
 - admissions tests at UCT in Prague in regular terms, or
 - admissions tests organized by the Agency in cooperation with UCT in any of the Selected Countries, or at any other place on which the contracting parties agree.
- c) UCT will admit successful applicants / students to regular full-time studies based on the results of the admissions tests. Final decisions as to admissions shall be made by the Vice – Rector for Education of UCT.

- d) For each individual student specified in Art. I and Art. II of the Agreement, enrolled by means of Agency and who already paid tuition fee as specified in Art. III, g), UCT shall pay the Agency a commission as follows:

Study program:	Type:	Commission/student:
Preparatory program (0, 5 year)		CZK 4,000
Preparatory program (1 year)		CZK 8,000
Economics and Management	BSc	CZK 25,000
Sectoral Management	MSc	CZK 22,500

- e) For avoidance of any doubt it is explicitly stated that the commission paid by UCT for each individual student studying in the bachelor's study program excludes the right to commission for the same student within a follow-up master's degree program.
- f) Fifty percent (50%) of the total commission for each individual student will be paid after October 31 based on the List of Students provided by the Agency and upon verification by UCT that the student was enrolled in the study program and the terms and conditions stated in Art. I, Art. II and Art. III of the Agreement were met for the student.

The remaining 50% will be paid after March 31 based on verification by UCT that each student listed in the List of Students provided by the Agency fulfilled all study obligations in the first semester of the studies and paid the full amount of tuition and fees for the second semester.

Verification of the fulfilment of terms and conditions will be performed by the contracting parties:

- by October 31 of each year;
- by March 31 of each year.

- g) The commission will be invoiced by the Agency after October 31 and March 31. Payment will be due within 21 days upon receipt of the invoice. VAT (Value Added Tax) will be applied in accordance with the pertinent legal regulations.

The Agency's invoice will contain as its Annex a bilaterally approved the List of Students. The currency used for invoicing and payments is the Czech Koruna (CZK – Czech Crown).

- h) The UCT School of Business (Department of Economics and Management) shall collaborate properly and communicate on a timely basis with the Agency in all above stated points.

V. Studies at UCT

- a) Program entry requirements for the bachelor 's degree program are
- High school (previous education) graduation
 - Completion of UCT Application form
 - Fulfilment of the admissions criteria for specific Study Program and Academic Year (required English proficiency is B2 level based on CEFR - Common European Framework of Reference for Languages)
 - Nostrification (validation) of previous education
 - Other documents specified by UCT (the list of these documents can be changed slightly every Academic Year)
- b) Program entry requirements for the master's degree program are
- Bachelor 's Degree (previous education) graduation
 - Completion of UCT Application form
 - Fulfilment of the admissions criteria for specific Study Program and Academic Year (required English proficiency is B2 level based on CEFR - Common European Framework of Reference for Languages)
 - Nostrification (validation) of previous education
 - Other documents specified by UCT (the list of these documents can be changed slightly every academic year)
- c) The terms and conditions of the study at UCT will be the subject of an agreement, which UCT will conclude separately with each individual student. This agreement will also determine payment of the applicable tuition and fees.
- d) UCT and the Agency will provide each individual student with required information on accommodation, living conditions and social life in the Czech Republic and in Prague; however, each student is individually responsible for their accommodation and living conditions during their studies.

VI. Concluding Provisions

- a) UCT reserves the right to change information materials and terms of study for the students. UCT undertakes to always inform the Agency of a possible modification of the information and study conditions for the next academic year no later than by December 15 of each calendar year. Any changes in the commercial terms shall not apply to students already enrolled unless there is a legal or regulatory obligation for UCT to do so.



- b) The Agreement is valid on the date it is signed by the last of the contracting parties and goes into effect on the date it is published in the register of the contracts in compliance with the Register of contract Act No. 340/2015 Coll. as amended.
- c) The Agreement is concluded for a fixed period of time, until 30 June 2025. Any contracting party is entitled to terminate the Agreement without giving any reason; the termination period of the Agreement is one month, beginning from the first day of the calendar month following delivery of notice to the other contracting party. The Agreement termination does not have any effect on the fulfilment of obligations, terms and conditions as stated in the Agreement related to the students admitted or enrolled by UCT already.
- d) Any alterations and amendments to the Agreement are only possible in writing, pursuant to an agreement of the contractual parties.
- e) The contracting parties have agreed explicitly and unconditionally that settlement of issues not directly regulated in the present Agreement shall be subject to Czech Law, especially of the Civil Code, in its valid wording and any possible disputes shall be settled by Czech Republic court.
- f) The Agreement is printed in two copies in the English language; each contracting party shall keep one copy.

In Prague

Signed on behalf of
UCT by:
xxxxx
rector

Signed on behalf of
BAKTRIA s.r.o. by:
xxxxx
xxxxx
Managing Director
