**Agreement**

**Between**

**Charles University,**

**Third Faculty of Medicine**

**Ruská 87, 100 00 Prague 10, Czech Republic**

**IČ: 00216208**

**DIČ: CZ00216208**

 ***(hereinafter "The Faculty")***

**And**

**CZuni.com s.r.o.**

**Petrská 1136/12, 110 00, Praha 1,**

**Česká Republika**

 **DIČ: 08619514**

1. **GENERAL:**

1. (i) This document sets out the basis of an agreement between The Faculty and the agency CZuni.com s.r.o. for the recruitment and placement of students for Degree courses 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 courses students recruited through the agency CZuni.com s.r.o. who successfully pass The Faculty's obligatory entrance procedure and fulfill critical health criteria (e.g. obligatory vaccination, medical examination). This enrollment can be done first in the academic year 2023/2024.

Postgraduate places will be also available, however, each application for postgraduate study will be considered according to the possibilities of The Faculty in particular subject specialization. The obligation of students to fulfill the mandatory conditions for admission remains unaffected.

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

1. **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 Czech and English curriculum) to The Faculty in the same year, whether admitted via the agency CZuni.com s.r.o. or via any other route. This procedure shall comprise of an oral interpretation of an unfamiliar passage in natural sciences and of a conversation focused on motivation and general knowledge of the student, as well as a written test of the applicant's knowledge of basic sciences (biology, chemistry and physics/mathematics). All contacts between the student and The Faculty, prior to the student being accepted by The Faculty, shall be via the agency CZuni.com s.r.o.

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 but the list of recommended books is published on the Faculty websites.

2.(iii) The Faculty will appoint a Liaison Officer (Vice-Dean for Undergraduate Education and Student Affairs), who in turn will ensure that a deputy is appointed during his/her absence, to handle all correspondence with the agency CZuni.com s.r.o.

2.(iv) The Faculty shall do all within its power to guarantee that accommodation for student at Halls of Residence of the Charles University is available during the course at the student’s expense (with preference of the students of the first year in case of a limited capacity of accommodation at the Halls of Residence). Accommodation in Halls of Residence of the Charles University follows the Regulations for the provision of accommodation and food services, rules and regulations valid for the given academic year, the Accommodation Contract (valid for the given academic year) between the student and Charles University, General Accommodation conditions at the Halls of Residence of Charles University and the Organizational Rules of the Halls of Residence and University Canteens.

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 agency CZuni.com s.r.o. to organize the entrance procedure.

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

1. **OBLIGATIONS AND RIGHTS OF CZuni.COM s.r.o.**

3.(i) The agency CZuni.com s.r.o.. shall promote the English courses of The Faculty, and shall select and recruit suitable students and present these to The Faculty for admission to its courses. The agency CZuni.com s.r.o. can mediate students from any country throughout the world. Students who have completed secondary school education are considered eligible for studies.

3.(ii) A special Foundation Programme can be designed by The Faculty and taught by The agency CZuni.com s.r.o.

The special Foundation Programme shall prepare students in both language competency and academic skills (in accordance with the needs of The Faculty entrance procedure), being designed to provide a full preparation for academic and social student life in the Czech Republic.

3.(iii) The agency CZuni.com s.r.o. shall take up educational references for all applicants and shall provide The Faculty with an objective reference for each applicant.

3. (iv) The agency CZuni.com s.r.o. 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 agency CZuni.com s.r.o. 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 agency CZuni.com s.r.o. shall be made.

3. (vi) The agency CZuni.com s.r.o. shall deliver their applicants´s certificates of successful completion of secondary school education in Czech or in English with a legal translation of these documents into the Czech language and with Apostille. All these documents must be supplied to the Faculty to the date, when there is the deadline for filling the application forms to study.

3. (vii) The agency CZuni.com s.r.o. shall administer the entrance procedure under supervision of The Faculty, maintaining strict professional and security standards. In the case that the entrance procedure shall not take place at The Faculty, the agency CZuni.com s.r.o. will cover all travel expenses to the entrance procedure center for all Faculty examiners and will ensure and pay an accommodation at the place of the entrance procedure for all the examiners of The Faculty. If the number of candidates is small (less than 10) after an agreement between both agreement parties the entrance procedure may take place in Prague at The Faculty (at own expense of the candidates).

1. **FINANCE:**

4. (i) Neither The Faculty nor The agency CZuni.com s.r.o. shall have responsibility for the travel expenses (including repatriation) of students on the programme.

4. (ii) Tuition fees are determinated by an internal regulation of Charles University for each and every academic year in advance. To the day of signing the contract the tuition fee is 460 000 CZK (Czech crowns) /1 year for one undergraduate place. The Faculty undertakes to inform the agency CZuni.com s.r.o. in writing about the rate of the tuition fee for relevant academic year by May 31st of the previous calendar year at the latest. The payment of the tuition fee should be paid by the student in full by October 31st of the relevant academic year directly to the Faculty.

Accommodation, food, textbooks and other expenses shall not be included in the tuition fees.

4.(iii) The Faculty will pay to the agency CZuni.com s.r.o. a commission of 10% of the received first school year's tuition fees of the demonstrably admitted students via the agency CZuni.com s.r.o. including those students coming to the Faculty from other Universities. This shall be done on the basis of invoices from the agency CZuni.com s.r.o. to the Faculty. The agency CZuni.com s.r.o. shall be informed of the number of students admitted to the Faculty, who paid the tuition fee, by December 15th of the relevant academic year. Payment shall be made on the basis of invoices issued by the agency CZuni.com s.r.o. to the Medical Faculty. The invoice shall be paid by the end of December of that year.

1. **LEGAL:**

5.(i) Modifications to this Agreement may be made only based on the written agreement of both parties - such modification comes into effect on the date of signing of the agreement by both parties.

5.(ii) This Agreement be valid as of the date of signing of both parties and shall enter into force as of the date of its publication in the Registry of Contracts by the Faculty. This Agreement is concluded for a definite period of time, for 1 year. The Agreement can be terminated by notice without giving any reasons by either party any time. The notice period shall be 3 month and it shall commence on the first day of the calendar month immediately following the month in which the notice was delivered to other party. Such a termination must not influence the entrance procedure of already registered applicants and the payment of the commission to the agency CZuni.com s.r.o. Students in the Foundation Programme will be treated by The Faculty as if the agreement was still in force.

5.(iii) This agreement is subject to Czech Law at all times. The Courts of the Czech Republic shall have exclusive jurisdiction over any dispute arising from this Agreement.

5.(iv) The agreement is executed in four English copies and four Czech copies, of which both parties will keep two copies in each language. In the event of inconsistency or discrepancy between the English version and the Czech language version of this Agreement, the Czech language version shall prevail.

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| **Full Name of the Faculty:** | **Full Name of the Company:** |
| Charles University Third Faculty of Medicine | CZuni.com s.r.o. |
| **Address:** | **Address:** |
| Ruská 87100 00 Prague 10Czech Republic | Petrská 1136/12110 00 Praha 1 - Nové MěstoČeská Republika |
| **Representative for Correspondence:** | **Representative for Correspondence:** |
| Prof. MUDr. Petr Widimský, DrSc.Dean | Mgr. Michal KřižkaManaging Director |
| **Bank Account Information:** | **Bank Account Information:** |
| Komerční Banka, Prague 10 - Eden, Vladivostocká 2,101 01 Prague 10Czech Republic**Account Number:**IBAN : CZ3001000000000022734101SWIFT (BIC) KOMBCZPPXXX | UniCredit Bank CS – Czech Republicnám. Republiky 2090/3a, 100 00 Praha 1**Account number:** IBAN: CZ0427000000001237151012IBAN: CZ7927000000001237151020SWIFT (BIC): BACX CZ PP |
| On behalf of the Faculty: | On behalf of the agency CZuni.com s.r.o.: |
| **Name:**Prof. MUDr. Petr Widimský, DrSc.**Position:**Dean of the Third Faculty of Medicine,Charles University ………………………………………Date: ……………….. | **Name:**Mgr. Michal Křižka**Position:**Managing Director……………………………………….. Date: ……………………… |