



STUDY CONTRACT

For the Executive Programme "Master of Business Administration" (MBA)

No.: 280/W/2024

Hereinafter known as, 'Contract'.

Concluded in accordance with the Czech Civil Code No. 89/2012 Coll., as amended

The Contracting Parties

Faculty of Business Administration, Prague University of Economics and Business (VŠE)

Address: nám. Winstona Churchilla 4, 130 67 Praha 3, Czech Republic

Organisation ID No. (IČ): 613 84 399

Organisation VAT No. (DIČ): CZ61384399

Represented by prof. Ing. Jiří Hnilica, Ph.D., Dean of the Faculty of Business Administration

Hereinafter known as, 'FBA'.

and

First and last name: Jan Bittner
Date of birth: [REDACTED]
Citizenship/passport: Czech Republic
Nationality: Czech Republic
Address:
Street and No.: [REDACTED]
Postal Code, City: [REDACTED]
Country: Czech Republic
Email: [REDACTED]
Phone(s): [REDACTED]

Hereinafter known as, "Student".

and

Company: CTP Invest, spol. s r.o.
Address: CTPark Humplec 1571, 396 01 Humpolec
Company ID no. (IČO): 26166453
Company VAT No. (DIČ): CZ26166453
Represented by: Jakub Kodr and Ivana Ficzová, Executive Directors

Hereinafter known as, "Student's employer" or "CTP"



Article I

Preamble

1. This document together with the terms of any Student offer is the contract between the FBA and its Students. Admission to the FBA is subject to the requirement that Students adhere to the FBA's procedures for registration and enrolment. Students must comply with the terms and conditions set out in this document including the provisions of the Ordinances and Regulations, guidelines, rules, policies, codes of practice, protocols, and procedures. Unless agreed to the contrary Students are expected to comply with the latest versions that are in force at the time.
2. The Faculty of Business Administration, Prague University of Economics and Business (hereinafter known as, "FBA"), offers internationally oriented postgraduate management education in the programme "Master of Business Administration" (hereinafter known as, "MBA"). The high quality of the study programme is guaranteed by the international and national accreditations, AMBA, EQUIS, and CAMBAS

Article II

Subject of the Contract

1. The purpose of these Terms and Conditions is to establish the contractual basis for the relationship with the FBA, and to draw attention to key terms. In addition, the subject of this contract is to establish the reciprocal rights and obligations of the Contracting Parties to ensure the proper studies in the academic years 2024-2025 and 2025-2026. By accepting this contract, the Student agrees to comply with the programme regulations and the contents of the Student Handbook and other issued documents as amended from time to time.
2. FBA commits itself to provide the Student with education at an equivalent of master level, allow the Student to study and in case of successful passing through the educational programme, provide him with MBA title, diploma and diploma supplement that includes a transcript.
3. The Student agrees to follow the provisions of the Contract and pay the FBA the tuition fee that has been agreed. The Parties agree that the agreed tuition fee can be paid by Student's employer on behalf of the Student.

Article III

Organisation of study

1. The study shall be governed according to the MBA Program Study and Examination Regulations in written form from the 31. 5. 2024, as amended subsequently.
2. The study starts on 1 September 2024 and its duration is 4 semesters. The study will be concluded by the Master Thesis or Business Project.
3. The teaching language in this programme is English.



4. The place of teaching is usually the FBA premises, Rajská Budova VŠE in Žižkov. Change of place within Prague is reserved, further places can be identified for corporate workshops or other events.
5. Study normally takes place on Friday and Saturday, usually twice a month. Additional lectures and seminars may be scheduled with advanced notice. ECTS credits are redistributed according to the study load – part-time studies and self-study. The elaboration of the final thesis (Master Thesis or Business Project) can start at any time during the studies. FBA reserves the right to unilaterally make changes in the time of the study.
6. The Programme provides the Student with learning opportunities and other related services, which lead to the award of the professional degree subject to the Student successfully fulfilling the requirements of the course. Specific details relating to the delivery of the course are provided before or at the time of registration.
7. FBA is not responsible for accidents, diseases, or damages that Student may suffer in the context of studies, except in cases when the FBA is responsible by either intention or gross negligence.

Article IV

The rights and obligations of the Contracting Parties

1. FBA is committed to ensure the organisation and conduct of the studies according to the MBA Program Study and Examination Regulations, including the provision of space, study papers, and the quality of lecturers. Study literature in the form of textbooks or mandatory reading, if not provided by the instructor, are paid by the Student.
2. The Student is obliged to follow the guidelines described in the Student Handbook, the MBA Program Study and Examination Regulations, VŠE Code of Ethics and primarily to attend lectures and seminars, reflections, company workshops, tests, and examinations. The Student must also follow the directives of FBA (VŠE) and the directives of the MBA management regarding the organisation and conduct of the study.
3. FBA may submit Student work for similarity detection in accordance with the VŠE policy on Academic Integrity found in the Student Handbook.
4. The Student acts as a responsible member of the VŠE community, including treating other members of the community and the public with courtesy and respect.
5. The Student is responsible to progress their own academic studies, which include submitting work when required to do so, meeting deadlines, and attending lectures and seminars, reflections, company workshops, tests, and examinations.
6. FBA reserves the right to provide to the Student all study information (dates, study materials, tasks, etc.) electronically via the e-mail address stated in this agreement. In case of a change of the e-mail address Student is obliged to report it immediately.



Article V

Intellectual property

1. During the course of study, Students may be privy to corporate information shared by instructors or during a corporate workshop. Usually, this information and detail is on a 'need to know' basis for the fulfilment of the course or session. For security reasons, a Non-Disclosure Agreement (NDA) found in the Student Handbook is applicable.

Article VI

IT facilities

1. All Students have access to the use of the VŠE IT facilities as a registered Student. The Student must be aware of and observe the rules and regulation governing described in the Operation and use of computer technology and computers network of VŠE.

Article VII

Tuition fee and terms of payment

1. Any travel and accommodation costs shall be paid by the Student.
2. The payment of the tuition fee for the period of study according to the Articles II and III of this Contract including consultations and the subsequent Master Thesis or Business Project, is in the amount of 380,000 CZK. The preference of payment is the Czech currency; however, the Student may inform of the usage of another convertible currency such as, the Euro.
 - a. Unless the Student or the Student's employer inform the FBA otherwise, the invoice will be issued to the Student's employer.
3. The invoice will be issued in electronic form with a due date of 30 days after its delivery to the following e-mail address: [REDACTED]. If the Student is late with payment, the amount of interest shall be governed by generally applicable conditions. In case of late payments, FBA is entitled to exclude the Student temporarily from the participation in the study. In the case of gross breach of duty payments, FBA is entitled to exclude the Student from the study programme.

Tuition fee in CZK must be paid to the bank account of the Prague University of Economics and Business:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Variable symbol of the bank transfer is the invoice number, which will be subsequently sent to the Student and to e-mail address: [REDACTED]



Article VIII

Termination of the study program

1. The study terminates with the successful fulfilment of all study requirements, in particular completion of all programme courses, successful completion of all exams and defence of a written Master Thesis or Business Project. The additional repetition of the study requirements that extends beyond the frame of MBA Program Study and Examination Regulations is possible only based on the decision of the FBA and is subject to additional tuition fees.
2. The study is terminated as unsuccessful
 - a. by notification by the Student of the intent to cease study,
 - b. by the decision of the FBA Dean or the programme Director to immediately terminate the contractual relationship with the Student in the following cases:
 - i. due to serious violation of the rules referred to in Article IV paragraphs 2, 4, and 5 of this Contract,
 - ii. due to repeated violation of the rules in the Article IV paragraphs 2, 4, and 5 of this Contract despite written admonition,
 - iii. due to delayed payment of the fee for the study or its partial repayments that exceeds 30 days.

The termination is effective immediately upon receipt of written notice of withdrawal.

3. If the Student terminates their studies for their own reasons, the FBA retains the right to full payment according to the Article VII of this Contract. The exceptions are medically certified serious health or personal reasons and circumstances that prohibit the continuation of study. In this case, FBA has right to claim for the reimbursement of payments in the partial amount, which corresponds to the number of completed courses and/or modules. The Student in this case obtains a confirmation of completed courses. Any portion of the tuition paid to which FBA is not entitled shall be returned to the Student's employer bank account from which the payment was made. FBA shall provide prior notification to the email address:

[REDACTED]

Article IX

Final provisions

1. Any amendments to this Contract are executed only in the form of written annexes to this Contract based on the consent of both Contracting Parties.
2. For the needs of contact outside of electronic mail, use of the mailing civic address, which is referred in this agreement is deployed. Any changes in addresses are the Contracting Parties obligation to notify. If the mail is returned to the sender as undeliverable, then the delivery date shall be deemed as the date of the formal posting of the mail.



3. This Contract is written according to the Czech Civil Code No. 89/2012 Coll. and both contracting parties have agreed upon being subjects according to the laws of the Czech Republic.
4. Unless stated otherwise, the place of fulfilment of all obligations under this agreement is the seat of FBA. The local jurisdiction in an event of litigation arising from this contract are based on the seat of FBA.
5. Ineffectiveness of a provision of this Contract shall not affect the remaining provisions of this Agreement. Parties hereby undertake to replace the ineffective provisions of the Contract with effective provision that most closely corresponds with the invalid provision.
6. Information provided in presentations, brochures, and the website, is accurate at the time of first disclosure. However, courses, services, and content of publications remain subject to change. Changes may be necessary to comply with the requirements of accrediting bodies or to maintain courses contemporary through updating practices or areas of study. Circumstances may arise outside the reasonable control of VŠE leading to required changes. Such circumstances include industrial action, unexpected Student numbers, significant staff illness wherein a course is reliant upon an instructor's expertise, severe weather, fire, civil disorder, political unrest, government restrictions and serious concern regarding the transmission of serious illness rendering a course unsafe to deliver. The FBA will furnish early notification of any significant changes and try to minimise their impact, offering suitable alternative arrangements.
7. In the event that either party is permanently prevented from the fulfilment of its obligations under this Contract due to unforeseen and unavoidable circumstances, for which the party is not responsible for, then the party is freed from such fulfilment. The contractor must on the other hand be immediately informed about these circumstances. The parties will attempt to modify the obligations under appropriate circumstances. This does not mean changed financial circumstances of one of the parties. To other apply general legal bindings.
8. Both parties confirm that they have read this Contract, understand it, agree with all provisions contained and when signing it expresses their free will. The Contract is made in four identical copies, in English. Each Party shall receive two copies.

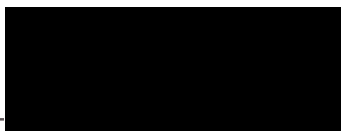
Signed in Prague, August, 2024

prof. Ing. Jiří Hnilica, Ph.D., FBA Dean

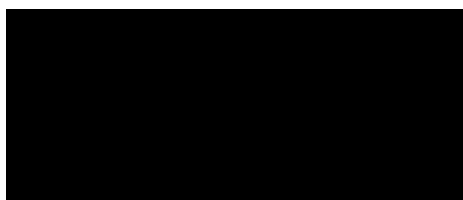
Jan Bittner, Student



Student's employer:



Jakub Kodr, Executive Director



Ivana Ficzová, Executive Director