

## CONTRACT

Tbilisi

00.00.19

International Teaching University of Management and Communication “ALTERBRIDGE” represented by its Rector – Natia Gotsadze (hereinafter – “Teaching University”), on the one hand, and ----- (hereinafter – “Student”), on the other hand, entered into this Contract on the following:

The student is enrolled in Public Relations Bachelor’s program of School of Strategic Communication and Law at the Teaching University.

### Article 1. Subject of Contract

1.1 The Teaching University undertakes the obligation to provide Student with educational service within the framework of the program in accordance with this Contract and the applicable legislation.

1.2 The Student undertakes the obligation to pay the remuneration agreed by this Contract for the provided service.

1.3 The Regulation of the Teaching University, Rules and Regulations for Educational Process, Regulation for using the Library, Code of Ethics and the other internal regulatory documents of the Teaching University are integral parts of this Contract. The student by signing this Contract expresses that s/he has read this Contract and agrees on it.

### Article 2. Rights and Obligations of the Parties

#### 2.1. The Student is entitled to:

- a) Receive higher education in compliance with the requirements of standards in the higher education field;
- b) participate in scientific research activities;
- g) Use the Teaching University's material-technical, library, informational and other resources;
- d) Enjoy other rights granted to him/her by the norms of the Teaching University, this Contract and the Legislation.

#### 2.2 The Student is obliged to:

- a) Follow the requirements and norms of the Internal Regulation and Code of Ethics of the Teaching University;
- b) The student is obliged to regularly check the information, materials, assignments, transcript, etc. published on E-LMS; E-LMS is an electronic system interconnecting the teacher of the course, student and administration;
- b) Take care and protect the immovable and movable property of the Teaching University;
- g) pay the tuition fee fully and timely;
- d) Perform other obligations defined by the legislation and the University regulations.

### **2.3 The University is entitled to:**

- a) request fulfillment of the obligations under the Contract;
- b) Exercise other rights granted by the the legislation of Georgia;

### **2.4 The University is obliged to:**

- a) Give the Student opportunity to use University's material-technical, informational and other means in equal terms according to the established rule;
- b) Protect the confidentiality of the personal secret of the student according to the rules established by the legislation of Georgia.

## **Article 3. Tuition Fees and Rules for Payment**

3.1 Fee for one ECTS credit is -- GEL.

The student is entitled to obtain no more than 35 ECT credits during one academic semester. The student is obliged to obtain no less than 30 ECT credits semesterly, unless otherwise is prescribed by the individual curriculum or there is a valid reason for taking less credits.

3.2 Tuition fee shall be paid in form of semestrial payment at the Teaching University during the registration week.

3.3 Students with partial financing under the state grant must cover the difference between the state funding and the actual cost of study in the deadlines for financial registration;

3.4 The violation of the terms established for the financial registration and non-payment of the tuition fee is the basis for suspension of student status.

3.5 A different schedule than the one prescribed under this article may be specified in an additional agreement and it is an integral part of this Contract.

3.6 If the student has not accumulated the number of credits required for completion of the program in the usual terms of the program, the tuition fees for the additional semester(s) will be determined in accordance with the tariffs set out unilaterally by the Teaching University for specific period.

## **Article 4. Responsibilities of Parties and Rules for Settlement of Disputes**

Any dispute arising between the Parties shall be settled through negotiations on basis of mutual agreement of the Parties. In the event the Parties fail to solve the dispute, the dispute shall be solved in accordance with the legislation of Georgia.

#### Article 5. Validity Term and early termination of the Contract

5.1 This Contract shall become effective as from the date of its signing by the parties and is valid until the complete fulfillment of obligations under this Contract adhering maximum terms established by the legislation.

5.2 The Contract may be terminated:

- a) by mutual agreement of the Parties.
- b) at the initiative of the Student at any time;
- c) by termination of student status;
- d) in case of changing / cancelling the educational program selected by the Student during the studying period.

#### Article 6. Statements of the Parties

6.1 By signing this Contract, the Student expresses consent on processing his/her personal data by the University for the purpose of conducting the educational process, in accordance with the applicable legislation.

6.2 The student confirms that s/he is aware of the video-surveillance on the University territory and surrounding area for security purposes.

#### Article 7. Final Provisions

7.1 Amendments and / or modifications may be made to this Contract by the Parties in written form.

7.2 Each of the Parties is given one original copy of this Contract.

#### Article 8. Requisites of the Parties

University	Student
International Teaching University of Management and Communication “ALTERBRIDGE” LLC	Name and surname
Identification number	Personal number
Bank Requisites	ID/Passport number



Address

Rector

Signature

Address

Telephone

Email

Signature

