



University of Maribor

Faculty of Economics and Business

Razlagova 14  
2000 Maribor, Slovenia



Pursuant to Paragraph 3 of Article 354 of the Statute of the University of Maribor (Official Gazette of the Republic of Slovenia, No. 100/2023 – official consolidated text 14 and 31/2024) and Paragraph 5 of Article 19 of the Instructions on Contributions and Evaluation of Costs at the University of Maribor No. 012/N 2/2023/412-SF-official consolidated text 1 of 1 February 2024 (hereinafter 'the Instructions') and in accordance with Article 77 of the Higher Education Act (Official Gazette of the Republic of Slovenia, No. 32/12 – ZVis – official consolidated text 7 with amendments up to and including 102/23), the provisions of the Rules on Tuition Fees and Other Contributions in Higher Education (Official Gazette of the Republic of Slovenia, No. 157/22 and 2/24), the provisions of the Rules on Tuition Fees and Accommodation in Public Student Halls of Residence for Slovenian Nationals without Slovenian Citizenship and Foreign Nationals in the Republic of Slovenia (Official Gazette of the Republic of Slovenia, No. 77/16, 25/19, and 56/22), and the Rules on Examination and Assessment of Knowledge at the University of Maribor No. A4/2009-41AG – official consolidated text 1 (UM Announcements, No. XXXIX-9-2021)

The Faculty of Economics and Business of the University of Maribor, Registration No.: 5089638001, VAT ID No.: SI 71674705, represented by the Dean, prof. dr. Polona Tominc (hereinafter 'the UM FEB')

and

**Alan Shaji**

*(Student's name and surname),*

**Anna Bhavan, Muttam, East Kallada PO, Kollam PIN:691502, Kerala, India**

*(Student's permanent address of residence),*

\_\_\_\_\_

*(Student's personal registration number)*

(hereinafter 'the Student')

(hereinafter 'the Parties')

**hereby conclude the following**

**STUDY AGREEMENT**

No. \_\_\_\_\_

I.

The Parties note at the outset that:



- the University of Maribor issued the Call for Enrolment in undergraduate study programs of the University of Maribor in the academic year 2024/2025 on 31 January 2024;
- on **05.04.2024** (*date of application*), the Student **Alan Shaji** (*name of the Student*) applied for the study programme 'Economic and business sciences' implemented by the FEB;
- the Student is enrolled in the **first year of studies** of the 1-st cycle undergraduate study programme 'Economic and business sciences' for the first time.

## II.

The UM FEB undertakes:

1. to organise and implement educational process for all courses of the enrolled year of study in accordance with the accredited study programme,
2. to conduct the examination of knowledge in accordance with course syllabi and regulations of the University of Maribor, and to enable the Student to progress through the study programme,
3. to provide the Student with infrastructure and access to relevant literature to fulfil study obligations and do scientific research work,
4. to include the Student in research and development projects as well as programmes of the Faculty in accordance with the accredited study programme,
5. to inform the Student in a timely and appropriate manner about the place and time of the implementation of all forms of the educational process, office hours of higher education teachers and other staff, and about other study-related matters, and
6. to regularly monitor the quality of the study programme as well as to provide improvements.
7. The Parties agree that the UM FEB organizes and implements study modules for all courses of the year of study in which the Student is enrolled in accordance with the accredited study programme, or, in case of a small number of students enrolled, to organize and implement study modules for all courses of the year of study in which the Student is enrolled in the reduced number of lectures, tutorials, consultations and other educational forms in compliance with the decision of the UM FEB's Senate and in accordance with the adopted UM/FEB guidelines.

## III.

The Student undertakes:

1. to regularly fulfil his/her obligations stipulated by the accredited study programme 'Economic and business sciences' and implemented by the UM FEB,
2. to comply with the applicable regulations of the UM FEB and the University of Maribor,
3. to regularly pay the tuition fee and other contributions in accordance with this Study Agreement, the Instructions, and the valid price list of the University of Maribor, and
4. to regularly inform the UM FEB's Student affairs office of any change of residence and employment status, and other changes which may affect the exercise of the responsibilities specified in this Study Agreement.

## IV.

The Student is obliged to carry out the **payment of:**

- **fees and other contributions:** the tuition fee, enrolment fee and temporary residence permit (TRP) application fee, and
- other study-related contributions (e.g., contributions for board examinations, contribution for the defence of the thesis etc.)

in accordance with this Study Agreement, the Instructions, and the invoices issued by the UM FEB.

The Student's tuition fee, enrolment fee and temporary residence permit (TRP) application fee shall be paid by **UA NETWORKS, poslovno in podjetniško svetovanje, tiskarstvo, založništvo d.o.o.**, Praprotnikova ulica 1, 2000 Maribor, registration number: 8201129000, VAT ID number: SI 40937127 (hereinafter 'the Payer').

The UM FEB will invoice the Payer for the tuition fee, the enrolment fee and the temporary residence permit (TRP) application fee. The Payer's statement on the payment is considered as accession to debt and is enclosed to this Agreement.

Other study-related contributions are payable by the Student on an ongoing basis or as they are incurred in accordance with provisions of Articles 82 and 83 of the Slovenian Value Added Tax Act (Official Gazette of the Republic of the Slovenia, No. 13/11 – ZDDV-1 – official consolidated text 3 with amendments up to and including 122/23).

#### V.

The tuition fee for one year of study (EUR 4,290.00), the enrolment fee for one year of study (EUR 49.85) for the 2024/2025 academic year as set in the UM price list adopted by the UM Management Board at its 29<sup>th</sup> regular session on 1 February 2024, and the temporary residence permit (TRP) application fee (EUR 69.97) amount to **EUR 4,409.82**.

The Student shall pay the tuition fee, the enrolment fee and the temporary residence permit (TRP) application fee for the 2024/2025 academic year in the amount of **EUR 4,409.82** and by the due date stated on the invoice, as follows:

- Student must pay 15% of the tuition fee, the enrolment fee and the TRP application fee upon the enrolment.
- Student must pay 85% of tuition fee and study costs in 8 days from Students Affairs Office's notice of approved temporary residence permit.

The tuition fee, the enrolment fee and other study-related contributions, the method and terms and conditions of payment for the following years of study shall be determined with the Annex to this Agreement upon the Student's enrolment in the next year of study.

#### VI.

**Refunds of payments** are regulated in accordance with the provisions of the Instructions on Contributions and Evaluation of Costs at the University of Maribor No. 012/N 2/2023/412-SF of 1 February 2024 (in the Attachment to this Study Agreement).

Additionally to the provisions of the Instructions on Contributions and Evaluation of Costs at the University of Maribor No. 012/N 2/2023/412-SF of 1 February 2024, reasons attributable to student that may prevent the student from coming to Slovenia, include grounds for visa refusal, which, among other things, involve:

- False, inaccurate, deceiving or otherwise incomplete data provided,
- False/counterfeit/forged travel or other document(s) presented,
- An alert issued in the Schengen Information system,
- Unauthorized previous over-stay or expiration of a visa or a temporary residence permit,
- Inappropriate or missing proof of sufficient means of subsistence,
- Inappropriate or missing proof of holding adequate valid travel medical insurance,
- The Embassy or Administrative Unit concluding that the applicant presents an immigration risk.

#### VII.

**Late payments or payment defaults** are regulated in accordance with the provisions of the Instructions on Contributions and Evaluation of Costs at the University of Maribor No. 012/N 2/2023/412-SF of 1 February 2024 (in the Attachment to this Study Agreement).

#### VIII.

Any amendments to this Study Agreement shall be made in the form of an Annex to this Study Agreement.

**IX.**

The Parties shall endeavour to resolve any disputes arising out of this Study Agreement amicably. Should this not be possible, disputes shall be settled by the competent court in Maribor. In the event of inconsistency or discrepancy between the Slovenian language version of the Instructions and the English language version of the Instructions, the Slovenian language version shall prevail.

**X.**

This Agreement shall enter into force after being signed by both Parties.

**XI.**

This Agreement is drawn up in 3 (three) identical original copies, of which the UM FEB shall receive 2 (two) copies and the Student shall receive 1 (one) copy.

In (place) KOLLAM, on (date) 17/07/2024

Student:

  
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Dean of the UM FEB:

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**Attachments:**

- Payer's statement on the payment of the tuition fee, the enrolment fee and the TRP application fee, paid by a legal person.
- Instructions on Contributions and Evaluation of Costs at the University of Maribor No. 012/N 2/2023/412-SF of 1 February 2024.