STUDY AGREEMENT No __________________
GENERAL PART

I. General provisions

1. This Study Agreement (hereinafter, the Agreement) is concluded between Vilnius University (hereinafter, the University) and the person specified in Clause 1.2 of the Special Part of the Agreement (hereinafter, the Learner), collectively referred to as the Parties, and individually as a Party, regarding studies at Vilnius University. The Agreement sets out the mutual obligations of the Parties, the terms and procedures for the fulfillment of these obligations, and the principles of paying tuition fees.

2. Terms used in this Agreement shall be construed as follows:

   2.1. A Learner is a person concluding this Agreement with the University, regardless of his/her learning status, as specified in the Special Part of the Agreement;

   2.2. A Student is a person who studies at the University under a study programme(s) seeking to obtain an education degree in a particular study field;

   2.3. An Unclassified Student is a person who studies single subjects (modules) of formal study programmes at the University or enrols in a non-degree study programme aimed at ensuring lifelong learning opportunities without acquiring an education degree in the study field.

   2.4. A Graduate is a person who has completed a study programme at the University and has received a diploma certifying that the Graduate has a degree in higher education.

3. The Agreement is concluded in compliance with the Law on Higher Education and Research of the Republic of Lithuania (hereinafter, the Law on Higher Education and Research), the Statute of the University (hereinafter, the Statute), the Admission Rules of Vilnius University (hereinafter, the Admission Rules) and other legal acts.

4. The Agreement shall enter into force upon signing it in a written or electronic form and accepting the conditions set out in the University’s applicant information system in accordance with the procedure specified in the Admission Rules and the University’s regulations thereof. By mutual agreement of the Parties, the electronic form of the Agreement shall be deemed to have the same legal force as its written form.

5. If the Agreement is concluded with an Unclassified Student, by mutual agreement of the Parties, the following Clauses of the Agreement shall not apply: 7, 9.1., 9.2., 10, 22.2., 28, 29, 30, 32, 35–39, 61.

II. Obligations of the University

The University shall:

6. Admit the Learner to the University to study in the study programme specified in the Special Part of the Agreement or to study single subjects (modules), and to take examinations (or tests resulting in pass/fail evaluation) of single subjects (modules).

7. Provide the Student with access to education in a selected study field, as indicated in the study programme specified in the Special Part of the Agreement; the study programme shall comply with the content, nature and practical application possibilities of the study field.

8. Ensure the high quality of the delivery of the approved study programme or of single study subjects (modules).

9. To a Learner who has fully completed the study programme:

   9.1. confer on the Student an education degree and/or a professional qualification;

   9.2. issue the Student with a University diploma certifying the acquired education degree and/or professional qualification and a diploma supplement certifying the assessment of the subjects;

   9.3. issue the Unclassified Student with a certificate specifying the competences acquired by the Unclassified Student.

10. Pay grants to the Student as stipulated by the University Procedure for Student Grants;

11. Upon a request of the Learner who has failed to complete the study programme, issue a transcript of academic record specifying the assessment record of completed study subjects (modules).

12. Ensure that legal acts adopted by the University are available on the University website www.vu.lt.

13. Provide the Learner with a University electronic mail (e-mail) box and authorized access to the Vilnius University Study Information System (hereinafter, VUSIS), where all Learner’s personal and study-related information can be reviewed, modified and amended, and, where possible, electronic applications related to the Learner’s studies may be submitted. In case of any modifications to the information system used for the administration of studies at the University, the provisions of the present Agreement related to VUSIS shall apply to the new information system in their entirety.

14. Process the Learner’s personal information in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter, the General Data Protection Regulation), the Law on Legal Protection of Personal Data of the Republic of Lithuania (hereinafter, the Law on Legal Protection of Personal Data), and University regulations on the processing of personal data, which are available at the University’s website www.vu.lt.
15. Inform the Learner about his financial liabilities to the University, tuition fee indexing and/or the fee for retaking a study subject.
16. Provide the Learner holding a citizenship other than that of the Republic of Lithuania with the information necessary to obtain or extend a temporary residence permit in Lithuania, or to obtain a multiple entry visa (D) and, within the competence of the University, act as a liaison for the aforementioned purposes in cases specified in the legal acts of the Republic of Lithuania

III. Obligations of the Learner

The Learner shall:

17. Read the legal acts regulating the study process and accessible on the University website, and keep track of the amendments made thereto.
18. If for all stages of admission to undergraduate, joint, postgraduate, and vocational teacher study programmes more than one Agreement was concluded, terminate Agreements for studies that the Learner has decided not to pursue in accordance with the procedures set out in the University’s legal acts.
19. Comply with the requirements of the study programme (or of the updated study programme upon return from an academic leave or alter the suspension of studies by the Learner if the study programme has been updated during the academic leave or suspension), and participate in Learner surveys conducted by the University, which aim at collecting information about the quality of the implementation of the study programme or single subjects (modules) in which the Learner is enrolled and about the organisation of the study process.
20. Abide by this Agreement, the Law on Higher Education and Research, the Statute, the University’s Regulations for Research, Artistic Activities and Studies (hereinafter, the Regulations), Intellectual Property Management Provisions, the Code of Academic Ethics (hereinafter, the Code of Academic Ethics), and other legal acts.
21. In accordance with the Agreement and the Procedure for Paying, Refunding and Collecting Tuition Fees at Vilnius University, timely and duly fulfil financial liabilities to the University.
22. No later than within 30 calendar days from the beginning of the first semester, register electronically:
   22.1. on the University’s E-identity management system for access to VUSIS at https://idm.vu.lt and to the e-mail box provided by the University;
   22.2. on VUSIS eStudent environment for the duration of studies at the University.
23. Check the e-mail box provided by the University to the Learner on a regular basis and access VUSIS in accordance with the rules set out by the University. All messages and any information related to studies shall be sent exclusively to the e-mail box provided to the Learner by the University, and as a result the Learner shall be held duly informed. The Learner who fails to fulfill this obligation may not complain about the messages that he/she has not received and, as a consequence thereof, that the University has breached the terms of this Agreement.
24. The Learner holding a citizenship other than that of the Republic of Lithuania, in compliance with the laws and other legal acts of the Republic of Lithuania, shall:
   24.1. non-European Union nationals: obtain and/or extend visa D and a temporary residence permit in Lithuania and timely submit all required documents to the University;
   24.2. European Union nationals: obtain a certificate confirming his/her right to reside in the Republic of Lithuania on the form approved by the Minister of the Interior of the Republic of Lithuania and timely submit all required documents to the University;
   24.3. provide the University with the original copies of documents certifying his/her education within 30 calendar days from the day of arrival for the purpose of study at the University.
25. Provide the University with only correct and accurate information and documents required for concluding this Agreement and for fulfilling it properly.
26. Immediately inform the University about any changes to the place of residence and/or other contact information.
27. Upon completing the study programme or single subjects (modules), fully settle accounts with the University in respect of dormitories, library funds or equipment provided by the University, etc. In the event the Learner fails to fulfil the obligation set forth in this Clause, the University shall have a right to suspend the fulfilment of the University’s obligations described in Clauses 9.2 and 9.3 until the Learner fully fulfils his/her obligations under this Clause.

IV. Tuition fees

28. Where the Student has received state funding for his/her studies, the tuition fee shall be covered from the state budget in accordance with the procedure established by legal acts of the Republic of Lithuania.
29. Where the Student’s studies are financed by the Structural Funds of the European Union (hereinafter, the EU), the tuition fee shall be paid following the procedure laid down by relevant legal acts.
30. For persons enrolled in integrated study programmes and funded by the state, the annual tuition fee for the second part of the integrated studies (years 5 and 6) shall be equal to the standard tuition fee for second-cycle studies valid in the year of admission.
31. The amount of the tuition fee and other study-related fees due for the Learner is specified in the Special Part of the Agreement and shall be paid in the manner and within the terms specified in the Procedure for Paying, Refunding and Collecting Tuition Fees at Vilnius University.
32. A self-paying Student who enrolled into studies through the online system of the Lithuanian Association of Higher Education
Institutions for Joint Admission or through the University’s first or second-cycle online admission system (hereinafter, ISAS), shall pay a part of the annual tuition fee covering the first semester until the end of the first month of the first semester. The self-paying Student who enrolled in the studies through the University’s Dream Apply online system shall pay the annual tuition fee within the period of 15 (fifteen) calendar days from the date of receiving an invitation to study.

33. Tuition fees shall be paid by a bank transfer to the account of the University. The numbers of the University bank accounts are indicated in the Special Part of the Agreement.

34. Following the Procedure for Paying, Refunding and Collecting Tuition Fees at Vilnius University, upon the Learner’s request, the payment terms and amounts of tuition fees may be amended.

35. A self-paying Student who has chosen the part-time mode of studies shall each semester pay a tuition fee equal to the cost of one credit specified in the Special Part of the Agreement multiplied by the number of credits earned for his/her selected subjects in the semester.

36. A state-funded Student may be deprived of state funding in accordance with the procedure provided for in the legislation of the Republic of Lithuania. The Student who has been deprived of the state funding shall pay the tuition fee in the amount specified in the Admission Rules approved for the year of his/her enrolment and indicated in the Special Part of the Agreement.

37. A Student who has terminated the Agreement on state-funded studies in the cases stipulated by the Law on Higher Education and Research and following the procedure laid down therein shall return the funds or their part allocated to cover the tuition fees of state-funded students to the state budget.

38. Students funded from the EU Structural Funds, having terminated the Agreement, shall return the tuition fee in accordance with the procedure and in cases and amounts specified by the University.

39. If a study place funded from the State budget or the EU Structural Funds is vacated, it may be applied for by a self-paying Student following the procedure established by the University (except in the cases stipulated in the Law on Higher Education and Research, when state funding for the studies is not allocated and the tuition fees are not covered).

40. The Learner shall pay an additional fee for retaking a subject (module) amounting to the cost of one credit, as specified in the Special Part of the Agreement, multiplied by the number of credits of the repeated subjects (modules). The specified fee shall be paid no later than the end of the first month of the semester when the subject to be retaken is delivered.

41. The University, taking into consideration the amount of basic social benefits, as amended by the legal acts of the Republic of Lithuania, the basic monthly salary or the consumer price index of Lithuania or its equivalent as provided by the Department of Statistics of the Republic of Lithuania, may unilaterally index tuition fees and other study-related fees by recalculating them proportionally in accordance with the procedure established by the University and posting them on the University’s website at least 30 days before the expected effective date of the modified fees.

42. In case the payment of the tuition fee, a part of it or a fee for a repeated subject (module) is overdue, the Learner shall pay a default interest amounting to 0.02% of the outstanding amount for each day overdue.

43. The tuition fees paid may be refunded to the Learner in accordance with and in cases specified in the Procedure for Paying, Refunding and Collecting Tuition Fees at Vilnius University.

44. Any of the Learner’s payments referred to in this Agreement may be made by third persons who shall indicate the name and surname of the Learner they are paying for as the purpose of payment orders (this does not release the Learner from his/her responsibility to fulfill his/her obligations as provided in the Agreement).

45. If during the studies of the Learner the Parties conclude an Agreement concerning the studies of a subject outside the study programme, the provisions of Clauses 33, 41, 42 and 44 of the Agreement shall mutatis mutandis apply to the payment of fees for the studies of the subject outside the study programme while other provisions of Section IV of the Agreement shall not apply.

V. Coming into effect, amendments, termination and end of the Agreement

46. This Agreement shall come into effect as of the date of its signing by both Parties.

47. The provisions of the Agreement may be subject to modifications when the Learner changes the study programme, the mode of studies, and the source of funding of the studies or otherwise as specified by the University. Modifications of and/or amendments to the Agreement shall be laid down in a separate document by recasting the Special Part of the Agreement, in compliance with the procedure referred to in Clause 4 of the Agreement and shall be treated as an integral part of the Agreement.

48. If the obligation laid down by Clause 32 of the Agreement is not fulfilled in due time (except in the cases where the term for payment of the fee referred to in Clause 32 has been deferred in the manner stipulated in Clause 34), the Agreement shall be deemed to be terminated by mutual consent of the Parties as of the next day after the due date for the fulfilment of the obligation.

49. The Agreement shall terminate when the Parties have fulfilled their obligations or when the Agreement has been terminated.

50. The Agreement may be terminated unilaterally or by mutual agreement of the Parties.

51. The Learner shall have a right, having notified the University no less than 10 (ten) calendar days in advance, to unilaterally terminate the Agreement.

52. The University shall have a right, having notified the Learner no less than 10 (ten) calendar days in advance, to unilaterally terminate the Agreement by expelling the Learner from the University in any of the following cases:

52.1. due to a substantial breach of the Agreement. Payment of the tuition fee, of its part or of a fee for a repeated subject (module) overdue for more than 30 (thirty) calendar days shall be treated as a substantial breach of the Agreement;

52.2. in the cases specified in the Regulations of Studies and/or in the Code of Academic Ethics, the Regulations and following the
procedure established by the legal acts of the University;

52.3. if the Learner fails to register for his/her studies at the University in the manner specified in Clause 22 or within 14 calendar days after an academic leave, suspension of studies or a study period in another institution fails to submit an application to continue his/her studies at the University;

52.4. if the Learner has submitted false or misleading data, information or documents due to which the present Agreement could not have been concluded, executed or implemented;

52.5. If the Learner, having obtained secondary education, has enrolled in studies in the current year during advance enrollment to undergraduate or joint studies and does not meet the minimal requirements for applicants set out in the Admission Rules of the University;

52.6. if the Learner holding a citizenship other than that of the Republic of Lithuania fails to fulfil all or a part of the obligations under Clause 24 of the Agreement without a reasonable excuse.

53. Changes to or termination of the Agreement does not release the Learner from financial and any other obligations to the University arising from the Agreement. If the Learner refuses to perform his/her financial obligations, the University shall have a right to take legal action and recover the sums due, following the procedure established by legal acts of the Republic of Lithuania together with any default interest, in the amount specified in Clause 42 of the this Agreement.

VI. Intellectual property rights

54. The Learner shall be the holder of economic and moral authors’ rights to all material produced by the Learner as a part of his/her obligations under the University’s legal acts governing the study process; the Learner shall also be the holder of all related rights to the objects of economic and moral authors’ rights, including reports, laboratory, annual, and research papers, final theses, conference theses, dissertations, dissertation abstracts, etc.

55. The Learner shall grant the University a non-exclusive license, effective throughout the validity period of economic authors’ rights, to make publicly accessible all material listed in Clause 54 of this contract in open- and limited-access (internal) online databases owned by the University, in the Information System of Lithuanian Science and Study Electronic Documents (eLABA), and in other Lithuanian and international databases, as well as to use this material or a part of this material for study result evaluation, the learning process, and scientific research conducted by the University (including the translation, reproduction, publication, and limited circulation of the material).

VII. Final provisions

56. All notices referred to in the Agreement or related to the fulfilment thereof (excluding notices concerning the implementation of the study process) and to the Parties’ demands related to the Agreement (including defending the Parties’ rights in accordance with the civil procedure) shall be in writing (i.e. communicated by e-mail or registered regular mail to the addresses of the Parties specified in the Agreement), except for cases provided for in this Agreement. Each Party shall have a right to give preference to any of the above means of communication. When the notice is communicated by e-mail, the notice shall be considered received by the other Party on the same day when the notice was communicated, provided that it was dispatched during the working hours; if the notice is communicated by a registered letter, the notice shall be deemed to be received after 5 (five) workdays from the date it was dispatched.

57. During the entire study period at the University, information related to the study process shall only be sent to the Learner’s University e-mail address and/or to the Learner’s VUSIS account. The notice referred to in Clause 52 of the Agreement on the termination of the Agreement shall be sent in the manner specified in this Clause, and at another e-mail address of the Learner indicated in the admission information systems or VUSIS. Communication of information to the Learner as specified in this Clause shall be considered appropriate provision of information to the Learner. At the Learner’s request, information related to the study process may also be sent to another e-mail address specified in the admission information systems of in VUSIS.

58. All disputes related to concluding, performing, modifying and amending the Agreement or any other disputes shall be settled by way of negotiation between the Parties. In case the Parties fail to reach an agreement within 30 (thirty) calendar days, the dispute shall be settled following the procedure stipulated by legal acts of the Republic of Lithuania, by establishing territorial jurisdiction according to the registered office of the University.

59. The University shall be a manager of the Learner’s personal data and shall process this personal data in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), the Law on Legal Protection of Personal Data of the Republic of Lithuania and University legal acts on the processing of personal data, which are available at the University’s website www.vu.lt.

60. The University shall manage the following personal data and other data of the Learner: name, surname, personal ID number, date of birth, gender, residence (address), telephone number, e-mail address, citizenship, family status, education data (code, name and type of school, graduation year, country, etc.), data on the studies of the person (cycle and mode of studies, faculty, programme, course, semester, group, kind of studies, type of funding, amount and the year of the student’s voucher, student’s certificate number, subjects completed, form and date of completion, assessment of the achieved learning outcomes, etc.), identification numbers assigned to the Learner, bank account number, payments and/or benefits made, their amounts and dates; type, series, number of the documents issued to the Learner, their expiry and issue date; optionally: number of the Learner’s personal identity document, employment seniority, social status (belonging to a group in need of social support), working capacity in percent, military service record.

61. The University, acting in accordance with the legislation of the Republic of Lithuania, shall monitor the Graduate’s career indications for a 5-year period after the day of graduation and shall gather feedback about the Graduate’s career using the e-mail address specified in the Graduate information systems or in VUSIS.
By signing the present Agreement, the Learner confirms that he/she has read and understood the Vilnius University Privacy Policy (available online at https://www.vu.lt/en/privacy-policy) and the Vilnius University Description of the Procedure for Personal Data Processing.

The Learner agrees that the University may refer to third persons (including and not limited to the state enterprise “Centre of Registers”, the commercial banks of Lithuania and debt collection companies) on issues related to receiving and verifying information about the Learner.

In cases where the Agreement fails to regulate issues related to the Learner’s studies at the University, the Law on Higher Education and Research, the Statute, the Regulations of the University and other regulations shall apply.

The Agreement is concluded in 2 (two) copies, each of equal legal force; each Party shall hold a copy.

Signed by the Parties to the Agreement

On behalf of Vilnius University

On behalf of the Learner

By signing the General Part of the Agreement, the Learner confirms that he/she has received a copy of the General and Special Parts, is familiar with the provisions of the Agreement and undertakes to comply with them.

Position, name, surname, signature

Name, surname, signature