



TERMS AND CONDITIONS

1. The Organizer of a short-term study programme (referred to as the **Organizer**) shall be the Faculty of Physical Culture, Palacký University, Olomouc, address: Tř. Míru 117, Olomouc 771 11, Czech Republic.
2. Any administration processes associated with organizing short-term study programmes shall be ensured by the Department of International Relations, Faculty of Physical Culture, Palacký University, Olomouc.
3. The Participant of a short-term study programme (referred to as the **Participant**) shall be any student accepted from a foreign university that has the Interchange Agreement concluded with the Organizer.
4. Each Participant shall be obliged to, within a specified deadline, send a signed **application form** and pay a **fee** as determined in the offer.
 - a. Incomplete application shall not be accepted by the Organizer.
 - b. The Participant shall be responsible for the correctness of all data indicated in the application form.
 - c. Based on a completed application form the Organizer shall decide on registration in the respective short-term study programme.
 - d. After registration the applicant shall be obliged to pay the determined fee. The applicant shall be entitled to be accepted into the selected short-term study programme only after the fee is transferred to the Organizer's bank account.
 - e. Within 30 days after the payment is made, the Organizer shall be obliged to send a confirmation of acceptance of the Participant.
5. There is the minimal number of signed participants needed for Summer School starting. The number of participants should be at least 20 participants. In case of lower number of signed participants, the Organizer can cancel the processing of Summer School.
6. For the purposes of obtaining visa the Organizer shall send to the Participant a confirmation of acceptance and an invitation in a paper form specifying the address of stay during the short-term study programme.
7. The Organizer shall be obliged to provide the Participants with accommodation throughout the whole short-term study programme. The Participant shall be obliged to observe the rules and conditions of the accommodation facility.
8. The Organizer shall be obliged to arrange the short-term study programme in such extent as presented to the Participant in the offer. The Organizer shall be entitled to decide on the dates and times of courses, excursions and trips.



9. A precise timetable including all courses, excursions and trips shall be published by the Organizer no later than 2 weeks before the beginning of the study programme.
10. The Organizer reserves the right, in case of unpredictable events (e.g. lecturer's illness), to change the dates of classes. The Participant shall be informed thereof without delay.
11. The Participant acknowledges that the agreed date of the study programme cannot be changed unless specified otherwise by the Organizer.
12. In case of an absence of the Participant in the scheduled programme the Organizer shall not be obliged to provide for a substitute programme.
13. For excursions and trips specified in the offer of the short-term study programme the Organizer shall arrange for supervisors who will lead such excursion or trip. Any Participant not observing any instructions given by the Organizer might be excluded from such excursion or trip.
14. In case of bigger groups from same institution, the Organizer shall provide for a person to accompany the Participants from the airport to the accommodation facility and back. At least 20 days prior to the arrival date the Participant shall be obliged to specify the date and time of scheduled arrival and departure, including flight numbers and transfers. Participants from the same institution should travel together as a group in order to ensure smoother organization.
15. On the last day of the programme at the latest the Organizer shall issue to the Participant a confirmation of completion. In case of successful completion of ECTS subjects the Organizer shall also specify their credit values.
16. The Participant shall have travel and accident insurance concluded/arranged for the whole duration of the short-term study programme.
17. The Participant hereby consents to personal data processing for administration purposes required by the programme.
18. In case of cancellation within 40 days prior to the commencement of the short-term study programme the Organizer shall charge the following cancellation fees:
 - a. 39 - 27 days prior to commencement: 25% of the price of the programme,
 - b. 26 - 14 days prior to commencement: 50% of the price of the programme,
 - c. 13- 0 days prior to commencement and during the stay: 100% of the price of the programme.