**TEMPLATE**

**Contract no. \_/\_**

**for paid conduct of the procedure for conferring a Post-doctoral degree (with the candidate / the unit employing the candidate)**

Concluded on ..............................................., in Bialystok between:

first and last name of the candidate

name of the unit employing the candidate:

address / head office:

further referred to as the "Ordering Party"

and

Medical University of Bialystok, ul. Jana Kilińskiego 1, 15-089 Białystok,

represented by:

hereinafter referred to as “the University”,

## § 1

The Ordering Party commissions and the University undertakes to carry out the procedure for conferring the Post-doctoral degree of Mr./Ms.:

## § 2

The Ordering Party undertakes to cover the costs of conducting the procedure for conferring a Doctoral degree, which consists of:

1. remuneration of reviewers in amount: 33% of the professor's remuneration, i.e. on the date of conclusion of the contract: PLN (each)
2. remuneration of members of the Post- Doctoral Committee, 17% of the professor's remuneration, and in the case of holding the position of chairman or secretary - 33% of the professor's remuneration, i.e. on the date of conclusion of the contract: PLN (each)
3. derivatives from the remuneration specified in point a) and b) charged in accordance with applicable regulations,
4. travel and accommodation costs of persons indicated in points a) and b) according to their actual amount determined in accordance with the rules for settling business travel costs,
5. administrative costs in the amount of PLN 1,000.00.

## § 3

The fee should be paid in two tranches:

* fee in the part corresponding to the administrative costs after the application is submitted to the University,
* fee in the remaining part - on the appointment of the Post-doctoral Committee to the bank account of the University in Bank Pekao S.A. Branch in Białystok: no. 40 1240 5211 1111 0000 4920 7392.

## § 4

The parties agree, that the costs of conducting the proceedings referred to in § 2 shall change in the event of a change in the amount of the minimum monthly basic salary of a professor.

## § 5

In the event of resignation from conducting the procedure or closing the procedure for conferring a Post-doctoral degree by the Senate for other reasons, the Ordering Party is obliged to cover the costs actually incurred by the University, including the fee referred to in § 2 point e).

## § 6

Any changes to this Contract shall be made in writing in the form of an Annex to the Contract.

## § 7

1. In matters not regulated by this Contract, the provisions of generally applicable law, in particular the Civil Code, shall apply.
2. Disputes arising from this Agreement will be settled by the court competent for the premises of   
   Medical University of Bialystok.

## § 8

The Contract has been drawn up in two identical copies, one for each of the Parties.

**THE UNIVERSITY:**

**THE ORDERING PARTY:**