

Student Agreement

This Agreement concerns Metropolia University of Applied Sciences (hereinafter “Metropolia UAS”) tuition fees and scholarships and specifies the rights and obligations of the student and the terms under which the student may receive a scholarship for his/her studies at the Programme.

Student

(From now on referred to as “Student”)

First name(s):

Family name:

Date of birth:

Citizenship:

Address:

E-mail:

Passport nr/issued by:

Programme

(From now on “Programme” will refer to this specifically):

Choose the degree programme you have been admitted to:

- Bachelor of Business Administration in European Business Administration, scope 210 cr
- Bachelor of Business Administration in International Business and Logistics, scope 210 cr
- Bachelor of Engineering in Electronics, scope 240 cr
- Bachelor of Engineering in Information Technology scope 240 cr
- Bachelor of Health Care in Nursing, scope 210 cr
- Bachelor of Health Care in Physiotherapy, scope 210 cr
- Bachelor of Social Services in Social Services, scope 210 cr
- Master of Business Administration in Business Informatics, scope 90 cr
- Master of Business Administration in Health Business Management, scope 90 cr
- Master of Business Administration in Procurement, scope 90 cr
- Master of Engineering in Business Informatics, scope 60 cr
- Master of Engineering in Health Business Management, scope 60 cr
- Master of Engineering in Industrial Management, scope 60 cr
- Master of Engineering in Information Technology, scope 60 cr
- Master of Social Services and/or Health Care in Health Business Management, scope 90 cr
- Master of Culture and Arts in Creativity and Arts in Social and Health Fields, scope 60 cr
- Master of Social Services and/or Health Care in Creativity and Arts in Social and Health Fields, scope 90 cr
- Master of Social Services and/or Health Care in Osteopathy, scope 90 cr

The Student and Metropolia UAS are also referred to as “Parties” in this Agreement.

The Metropolia UAS Student and Admission Services acts as the first point of contact in matters relating to the tuition fee and scholarship.

Article 1 Metropolia UAS rights and obligations

Metropolia UAS provides education in accordance with the respective national regulations and its internal rules and regulations.

Metropolia organises degree studies and study guidance in such a way that a full-time student can complete the studies in a period which is equivalent to their extent.

Subject to the Student successfully fulfilling the requirements of the Programme, completing the Programme and complying with this Agreement, the Student is awarded the related academic degree.

Article 2 Student’s rights and obligations

The Student’s rights, obligations and responsibilities are determined according to the legislation of Finland and the regulations of Metropolia UAS. If this Agreement differs from the above-mentioned legislation and regulations, the legislation of Finland and regulations of Metropolia UAS shall primarily apply.

This means that the Student is required to:

- Accept the study place offered.
- Pay the tuition fee as provided in article 3 of this Agreement. Failing to pay the tuition fee will terminate the right to study and to graduate.
- Register for the academic year within the deadlines set by Metropolia UAS.
- Study full-time and comply with the established attendance rules.
- Pursue studies according to the Programme curriculum and the established schedules and rules.
- Abide by the regulations and statutes of Metropolia UAS.
- Follow all aspects of academic ethics. Any violation of the principles, particularly cheating and plagiarism, is considered misbehaviour and will be processed according to the regulations and policies of Metropolia UAS.
- Diligently and to the best of his or her ability apply him or herself to the successful completion of the Programme.
- Possess the compulsory insurance for non-European students (as stipulated by the Finnish Immigration Services) if the requirement applies to him or her.
- Be aware and agree that, he/ she has a valid residence permit to study in Finland. All matters related to immigration are governed and decided by the Finnish Immigration Service. The Student is aware that Metropolia UAS does not have any control over the immigration matters.
- Keep the University informed of her or his address of residence and other contact information during the Programme.

The above list is not an exhaustive list on the responsibilities of the Student. The Student agrees to

notify the Metropolia UAS immediately, in writing, of any changes in circumstances, which may affect his or her ability to abide by the obligations of this Agreement.

Article 3 Tuition Fee and payments

Students enrolled to Metropolia UAS that are nationals of non-EU and non-EEA countries and studying in English-taught Bachelor's and Master's degree programmes, are due to be pay the annual tuition fee to be decided yearly by the Metropolia UAS. They are required to pay the tuition fee for the academic term in one instalment by the deadline announced by Metropolia UAS. After the commencement of the Academic Semester, the Student shall not be entitled to any refunds on Fees. The Fees and payment schedule are specified in the Student Information.

If the Student's status changes such that he or she is no longer required to pay the fee, the student is to make notification of this change of status, submitting an account of the matter with any necessary enclosed documents (residence permit) to the Metropolia UAS Student Services before payment of the tuition fee.

If the Student's residence permit application is pending (and there is no valid residence permit) he or she is required to pay the tuition fee.

If a student who is obliged to pay tuition fees fails to pay the tuition fee by the deadline without registering as non-attending, he or she may reapply for the right to study. A fee of EUR 50 shall be charged for the processing of applications for regranting the right to study.

Procedures related to the duration of the right to study and to the right of absence also apply to students obliged to pay tuition fees. Students may register as non-attending, in which case they are not obliged to pay the tuition fee. The rules concerning registration as non-attending for the first academic year also apply to students obliged to pay tuition fees.

The payment obligation concerns all the academic terms during which a student is registered as attending. Students who are obliged to pay tuition fees must pay the tuition fee to Metropolia UAS also during student exchange periods.

If a student is regranted the right to study in the same university of applied sciences and his or her studies there were not subject to tuition fees, the student is not obliged to pay tuition fees.

If the original right to study used as the basis for a transfer was given for studies in which the student was not obliged to pay tuition fees, the student will not have to pay tuition fees after the transfer, either.

Article 4 Scholarship

Metropolia UAS grants scholarships based on Finnish language skills. A scholarship can be awarded based on a Finnish language level test (National Certificates of Language Proficiency, YKI) completed during the academic year. The scholarship is 3000 euros. The student can only receive one scholarship per academic year. Level tests can be performed in advance, i.e. if a student has completed more than one level test in the previous year, they will be taken into account when granting scholarships for the

following academic years.

The grant scheme applies to both Bachelor's and Master's degree programmes.

Article 5 Duration and termination of the Agreement

This Agreement covers the targeted completion time. The scope of a UAS Bachelor's degree at Metropolia is 210, 240 or 270 credit points and the scope of studies leading to a UAS Master's degree is 60 or 90 credit points, in accordance with the Annex to the Government Decree on Universities of Applied Sciences (1129/2014) and the educational provisions of Metropolia.

The Agreement will be terminated if the student announces that s/he will give up his/her study right. In such case the Student is obliged to inform Metropolia UAS Student Services in advance of the interruption to avoid possible undue payments of the scholarship.

The Agreement is also terminated, if the Student has misrepresented his/her past and/or his/her present circumstances.

Article 6 Limitation of Liability

Metropolia UAS shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused due to circumstances reasonable beyond its control, such as strike or boycott, accidents, failure of any governmental approval required for full performance, civil disorders or commotions, acts of aggression, war, energy or other conservation measures, fire, explosions, failure of utilities, mechanical breakdowns, material shortages, disease, catastrophe or other such occurrences.

In addition circumstances outside of Metropolia UAS's reasonable control include but not limit to over or under demand from students, staff illness, lack of funding, government restrictions and changes in Ministry regulations.

If circumstances change outside the reasonable control of Metropolia UAS, Metropolia UAS reserves the right to change or cancel the Programme partly or in its entirety at any time without liability, even after the Student has registered at Metropolia UAS.

Metropolia UAS is not liable for and does not warrant, that the Programme is suitable for a specific occupation / job / position / purpose.

Metropolia UAS is not liable for any special, incidental, indirect or consequential damages. Limitation of liability does not cover damages caused by intentional or gross negligent acts.

Article 7 Disputes

This Agreement and the relationship between the Parties, shall be governed by and interpreted in accordance with the laws of Finland, excluding the choice of law rules and principles. In case of dispute or difference between the Parties arising out or in connection with this Agreement, the Parties shall first endeavor to settle it amicably.

Article 8 Signature and entry into force of this Agreement

This agreement shall enter into force after the Student has paid the tuition fee and signed this agreement.

Student's legal status as a Metropolia student is only fully verified once he/she has signed and returned the Study Agreement.

The applicant's documents (degree certificate, residence permit and identity documents) will be verified at the start of the studies.

Date and Place:	
Signature:	Name of the Student in capital letters: