



**LUNDS**  
UNIVERSITET

CONTRACT EDUCATION  
AGREEMENT

Course/Ref. no:  
XXXXXXX

## Contract education agreement [*name of education*]

Between the parties

**Principal:** Name: [name]  
Org. no: [org. no]  
Address: [postal address]  
Contact person: [name]  
Tel: [telephone number]  
Email: [email address]

and

**Provider:** Lund University, (org. no 202100-3211)  
Box 117, 221 00 Lund  
Contact person: [name]  
Tel: [telephone number]  
Email: [email address]

the following Agreement has been entered into.

### The assignment

The conditions for the Provider to conduct contract education are stated in the Ordinance on Contract Education at Higher Education Institutions (2002:760).

The Provider undertakes to conduct the course [*course name*] in accordance with the established course description/course syllabus and/or programme syllabus (see **Appendix 1**). The maximum number of course participants is [*number*].

The course constitutes education for [*1. the Principal's employees (for non-public sector principals, the assignment must be intended to have significance for the participants' work for the Principal), 2. labour market training, 3. state/municipal/regional aid education*].

The course lecturer is [*name*] and the examiner is [*name*] at [*area*] at Lund University.

Teaching comprises a total of [*number*] credits, which corresponds to [*number*] weeks of full-time studies. All teaching is [*internet-based/classroom-based/classroom-based combined with internet support*]. The teaching period of [*number*] hours is spread over a total of [*number*] days. Teaching is based at [*premises*]. The course starts on [*date*]. Examination is in the form of [*form of examination*].

## Payment

Payment for execution of the assignment amounts to [*SEK amount*] per [*participant/course*], excluding VAT, premises costs, travel and subsistence costs, and course literature. The payment covers one examination session and one resit session.

Payment is to be made on receipt of an invoice within thirty (30) days of the invoice date. In the case of late payment, penalty interest is applied according to law. Invoicing takes place at the start of the course. Final settlement takes place at the end of the course.

## General terms and conditions

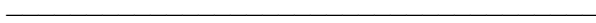
The Provider's **General terms and conditions for contract education** apply to this assignment and are included in **Appendix 2**.

## Registration

If applicable, enclosed with this Agreement are the registration forms (see **Appendix 3**) that are to be filled in by the course participants. The Principal undertakes to ensure that the completed registration forms, or equivalent, are received by the Provider in good time, but at least two (2) weeks, before the start of the course.

### Period of validity

This Agreement enters into force on the day that it has been signed by both parties and expires once the parties have fulfilled their obligations in accordance with the Agreement.



Two (2) copies of this Agreement has been drawn up, and each party has received one.

For Lund University

For [Principal]

Town/city:

Town/city:

Date:

Date:

.....

.....

[Name]

[Name]

### Appendices:

Appendix 1 Course syllabus and/or programme syllabus

Appendix 2 General terms and conditions for contract education

Appendix 3 Registration forms