

## AGREEMENT

between

Webster Vienna Private University  
Palais Wenkheim  
Praterstrasse 23  
1020 Vienna, Austria

(referred to as “WVPU” below)

and

Family Name, First Name: \_\_\_\_\_

Date of Birth DD/MM/YYYY: \_\_\_\_\_

Address in Austria: \_\_\_\_\_

Citizenship: \_\_\_\_\_

(referred to as “student” below)

as follows:

## 1. Subject Matter

1.1 Webster Vienna Private University, hereafter referred to WVPU, accepts the student beginning with the \_\_\_\_\_ term/semester 20    as a student enrolled in the

- Undergraduate program
- Graduate program

1.2. Degrees earned at WVPU are recognized by accrediting agencies in the United States (the Higher Learning Commission) and Austria (the Agency for Quality Assurance and Accreditation Austria). Certain conditions must be met in order for students to receive a dually-accredited undergraduate degree. These include completing at least 70% of their degree program and 75% of the courses in their selected major(s), completing 10 of the last 12 courses (or 10 of the last 14 if more than half of total ECTS were earned at WVPU), and successfully complete a thesis at WVPU. Graduate students must successfully complete 75% of total ECTS including a thesis at WVPU according to WVPU Theses Guidelines to earn a dually-accredited degree. In both graduate and undergraduate cases, credits earned elsewhere or by other means (e.g. transfer, online, placement, aptitude tests, or study abroad) do not count as credits earned at WVPU. Specific requirements are set forth by the individual academic departments of WVPU and published on the WVPU website. Students that successfully complete any program, but do not fulfill the conditions for dual-accreditation, will only receive the US-accredited degree.

## 2. Rights and Obligations of the Student

2.1 The rights and obligations of the student are described in more detail in the Student Handbook online and the Undergraduate and Graduate Catalogs each of which is amended periodically and can be accessed online on WVPU's website. The student must comply with all of his or her obligations therein.

2.2 The student shall pay tuition and fees by the relevant deadlines according to the conditions outlined by WVPU and presented on the relevant pages on its website. WVPU reserves the right to refuse enrollment/access to lectures to any student whose account is overdue and further reserves the right to withhold transcripts and/or diplomas until the student has met all of his/her financial obligations. Students are only entitled to a refund of tuition fees as outlined in the WVPU Refund Policy.

2.3 The degree requirements and diploma assessment policies vary from department to department and are published on WVPU's website. Provisions concerning procedures for dropping or withdrawing from classes are stated in the Undergraduate and Graduate Catalogs.

2.4 Students are expected to attend all class sessions. In cases of an unavoidable absence, the student must contact the instructor and provide written documentation in a timely fashion. The student is subject to corresponding and prescribed academic sanctions for excessive or unexcused absences (as outlined in the Student Handbook online) and incomplete or unacceptable makeup work.

2.5 All undergraduate students are required to maintain a minimum 2.0 (C) cumulative grade point average (GPA) at all Webster University sites. If an undergraduate student's overall GPA falls below 2.0, the student will be placed on probation until his or her cumulative GPA exceeds 2.0. If student on probation fails to maintain a GPA in excess of 2.0 in a semester, the student will be dismissed. The minimum cumulative GPA to graduate is 2.0.

All graduate students are expected to maintain a minimum 3.0 cumulative GPA at all Webster University sites. If a graduate student receives an overall grade of 2.0 in a course within the first 30 ECTS of the program, the student will be placed on probation. If the student then receives a second overall grade of 2.0 or one grade of 0.0 in the first 30 ECTS

of the program, the student will be dismissed. After completing the first 30 ECTS of the program, a student receiving two overall grades of 2.0 or one grade of 0.0 in a course will be placed on probation. Graduate students who have completed the first 30 ECTS who receive three grades of 2.0, or two grades of 0.0, or one grade of 2.0 and one grade of 0.0 will be dismissed.

In such a case, the student's financial obligations (tuition and housing) towards Webster for the term/semester for which the GPA was earned that lead to a dismissal shall remain unaffected. Students on probation may be expected to limit the number of courses they are enrolled in. Further details are outlined in the current Undergraduate and Graduate Catalogs.

2.6 It is the student's responsibility to maintain an overview of the classes they are registered for and to make changes within the appropriate add/drop and withdrawal deadlines. During their studies, every Webster student has permanent access to their academic schedule via their webster.edu email account and the university's Connections portal. Students are expected to regularly check their academic schedule and maintain continuous communication with their advisor, to ensure an optimal course of study.

2.7 Webster is committed to high standards of academic honesty. The student agrees to comply with the Academic Honesty section of the [Extended Campus Code of Conduct](#) in the [Student Handbook](#).

2.8 Upon fulfillment of the necessary requirements and approval by the student's advisor, the student may enroll at other sites of Webster's international network accordingly. However, it is solely the responsibility of the student to keep account of their credits earned at WVPU so as not to endanger receiving a dually-accredited degree (See 1.2).

2.9 The student shall follow Webster University's Statement of Ethics, which is published in the Undergraduate and Graduate Catalogues. The student agrees to preserve academic

honor and integrity, to treat others with respect and dignity, to respect the rights and property of others, to not disturb or disrupt classes and to act with concern for the safety and well-being of others. Any violation may be sanctioned by Webster University.

~~2.10 First year freshmen students are required to reside one academic semester at the University provided accommodation. Students shall honor this requirement unless Webster exempts the student therefrom. Any request for exemption shall be made by submitting the completed official form within 10 days of accepting the offer of admission and no less than 2 weeks prior to the official arrival date of the relevant semester/term. No such obligations exist for students of graduate programs.~~

### **3. Obligations of Webster**

3.1 As long as the student fulfills his/her obligations hereunder, WVPU shall grant him or her access to its facilities and shall maintain the necessary course offerings so that the student can complete his/her studies.

3.2 Upon successful completion of his/her studies, and fulfillment of all financial obligations towards WVPU, WVPU shall award the student the appropriate degree(s) and requisite awards.

3.3 Nothing herein shall limit the right of Webster to reasonably amend its policies as well as its curriculum. Should it become necessary to limit or terminate an academic program or a field of study, WVPU shall guarantee that the respective student can finalize his/her studies without interruption.

### **4. Miscellaneous**

4.1 This agreement is concluded for the duration of the student's studies at WVPU and may be terminated by WVPU Webster with immediate effect at any time for justified reasons

including, but not limited to: a serious or repeated violation of the obligations of the student hereunder, excessive absence, failure to maintain the minimal GPA, violations of academic honesty and integrity, failure to meet the required financial obligations, or other serious infractions.

4.2 The student shall be accorded all copyrights to any works created by him/her at Webster. The student, however, grants Webster a fully-encompassing right to use all works created by him/her at Webster without time or geographic limitations and without compensation (“unbeschränkte Werknutzungsbewilligung” within the meaning of Sec. 24 paragraph 1 of the Austrian Copyright Act [*Urheberrechtgesetz*]). All other rights arising out of copyright to such works shall remain with the student.

4.3 Webster shall use the personal data of the student only in connection with the fulfillment of its obligations and duties. The student gives his/her consent that the personal data of the student may be electronically processed and may be transferred to other locations and campuses of the Webster University system. Personal data of the student may also be transferred to the Alumni Association of Webster University’s system. The student acknowledges and consents that the access system to the building as well as the printing facilities may automatically register personal data (e.g. name of the student, time of access and leaving of building, number of copies/print-out made). Such data shall be used for internal purposes only (e.g. security, cost control). This consent of the student may be withdrawn at any time in writing.

4.4 Any provision of this Agreement found to be unenforceable will have no impact on any other provision of this Agreement, each of which shall remain valid. The unenforceable provision will be replaced automatically by a new provision, which is enforceable and approximates the invalid provision as closely as possible.

4.5 Any amendment to this Agreement must be in written form and signed by both parties.

4.6 This Agreement shall be governed by the laws of the Republic of Austria without regard to its conflict of law provisions. Unless prohibited by applicable provisions of mandatory law, any disputes hereunder shall be decided by the court of competent subject matter jurisdiction for the first district of Vienna (*Wien Innere Stadt*), Austria. Nothing herein shall, however, limit the right of WVPU to pursue legal claims against the student at his/her place of general jurisdiction.

4.7 This Agreement shall be made in two copies, one for the student and one for WVPU.



Univ. -Prof. Dr. Johannes Pollak  
Director  
Webster Vienna Private University

Date:

\_\_\_\_\_  
Student signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Print first/last name of parent/guardian if student is a minor  
I am the Mother    Father    Legal guardian of the student

\_\_\_\_\_  
Parent/guardian signature if student is a minor

Date: \_\_\_\_\_