



EDUCATION SERVICES CONTRACT

BETWEEN

AND

Eby SAJU Date of birth: March 27, 1997 LOA ID: 191004022	Institut supérieur d'informatique ISI 2100, de Maisonneuve Blvd. East Montreal (Quebec) H2K 4S1
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- Concerning an attestation of collegial studies in **Programming and Internet Technologies** whose program number is: **LEA.5G**.
- Comprising 1320 training hours and 480 internship hours.
- The courses list with their corresponding numbers is included in the annex.
- This training program starts at beginning of **winter semester 2021** and will end at **winter semester 2023**.
- The language of instruction is English.
- Prerequisites: Bachelor degree in a related field or a recognized equivalent diploma with a minimum of 15 years formal education.
- Costs of education services:

admission fees	\$ 300 (non-refundable)
school fees	\$ 27 500 (insurance not included)
Total	\$ 27 800

- Costs of ancillary services:
No further costs are required, except that each student must supply their own school material, such as notebooks, pencils and other objects generally used to attend courses.
- Terms of payment:
Admission fees (non-refundable), which are used for your reservation in a specific training program, are payable as soon as you receive confirmation of your acceptance. If the first half of the school fees payment as already been made, the second half will be paid in two equal parts before the beginning of the third and fourth semester as specified on the recruitment documents.
- An interest rate of one and a half percent per month (1.5 % monthly) may be charged for late payment. ISI can exclude from its program any students who do not respect the payment agreement.
- All school fees and or material fees must be paid before the internship.
- Excerpts of the Act respecting private education (1992, C.68):

Art. 70

No institution may require payment from a client before beginning to fulfill its obligations. This does not apply to admission or registration fees which shall not exceed the amount determined by the Ministry.
The institution may not require the client to pay the told sum due, if admission or registration fees have been paid, in less than two equal payments. The payment dates must be fixed in such a way that they are at the beginning of each period, or in credits for the duration of the school year for which the student is registered.

Art. 71:

The client may, at any time and at his discretion, cancel the contract by giving notice to that effect by registered mail. The contract shall be cancelled by operation of law from the receipt of the notice.

Art. 72:

If the client cancels the contract before the provision of services has begun, the institution cannot demand compensation in excess of the amount obtained by subtracting the admission or enrolment fees from the lesser of the following two amounts: the maximum amount determined in accordance with the regulations of the Minister, and an amount representing not more than 1/10 of the total price agreed upon for the services.

Art. 73:

If the client cancels the contract after the provision of services has begun, the institution may demand only the following amounts from the client:

1- the price of the services provided calculated in months, lessons, or credits as specified in the contract.

2- as penalty, the amount obtained by subtracting the admission or enrolment fees from the lesser of the following two amounts: the maximum amount determined in accordance with the regulations of the Minister (\$ 1,500), or an amount representing not more than 1/10 of the total price agreed upon for the services.

Art. 74:

In the ten (10) days following the cancellation of the contract, the institution must return to the client the amounts it has received in excess of those to which it is entitled.

Art. 75:

The client may demand that the contract be annulled if he becomes aware that the student was admitted to the educational services concerned in contravention of the provisions governing admission to those services.

- The Client agrees that ISI can use its record information to establish and maintain a relationship with him and offer any service permitted by law. The Client agrees that this information can be transmitted to third parties, if needed to ensure the record proceeds efficiently.
- ISI reserves the right to end your participation in this program if:
 - you do not respect the school's regulations and standards;
 - your academic results are insufficient;
 - you disrupt the teaching program;
 - you do not respect payment terms.
- The training program end date is given for information purposes only and may change according to schedules constraints and unforeseen events. In any case, courses repeats caused by failures will extend the duration of the training. This duration depends on the failed courses availability and their schedule forecasts.
- ISI reserves the right to delay the start and the end of the program, even cancel it when student registrations do not satisfy the minimum class size requirement. In case of cancellation, any sum paid will be reimbursed.
- With reference to Article 73, sentence 1 above mentioned, if the client cancels the contract after the provision of services has begun, the institution will demand the price amount of the services provided, calculated in days. For this training program, the fee is 35\$/hour. The days taken into account in the sum calculated are days allocated to a course, including hands-on work, presentations in class, tutorials and other school activities, including extracurricular activities, related to the training, for all courses the Client is deemed to be enrolled until the termination date of the contract duly notified by registered mail.
- The institution undertakes not to carry, assign or sell the present contract.



Bruno Boucher
Institut supérieur D'informatique

January 26, 2021
Date

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Saju, Eby
on January 28th, 2021 at 07:05
IP address: 157.44.218.171



EDUCATION SERVICES CONTRACT
ANNEX 1

ISI TERMS AND CONDITIONS OF STUDIES

With the aim of ensuring a high quality of education and maintaining the smooth operation of our facilities, the following rules are applied:

Attendance and lateness

If you miss more than 15% of class time for a course, you will expose yourself to a failing grade for the course, without the right to take a supplemental examination.

If you are absent on the day of an examination, you will receive 0% for this examination. Only the directors can authorize you to retake the examination on another day. A doctor's note is not necessarily a sufficient justification. Each case will be assessed on its own merits.

If you are late to class, you may be refused access to the class until the break. Three (3) late arrival or early departure as part of the same course will be counted as an absence.

Examinations

For courses involving practical projects and examinations, you must achieve at least 50% on the examinations in order for the practical projects to be graded.

The corrected examinations will be temporarily handed back to the students for consultation, and subsequently collected again by the instructor for archiving.

During examinations:

- It is forbidden to leave the classroom under any circumstances. If a student leaves the classroom, they must hand in their examination to the instructor, who will consider their examination to be finished.
- No documents, bags, or briefcases can be on the desks. Each student must be sure to clear their desk before the beginning of the examination. The instructor will ensure the application of this standard.
- The use of electronic devices, cell phones, or other devices is forbidden. Any violation of this standard will result in the immediate termination of the examination for the student.

Practical projects

Unless it's mentioned, practical projects will necessarily have to be done in teams of 2 or 3 people. A minimum of 5 hours could be added to the course hours for practical projects. Attendance to those periods is mandatory. The practical projects must be submitted before the final exam so that the final exam grade will be considered. The practical projects will be presented to the group by the instructor in the period following the exam.

Grade reviewing

As mentioned in our PIEA, approved by the Ministère de l'éducation et de l'enseignement supérieur (MEES), any student who wishes to have a grade reviewed must make the request directly to the program director within ten (10) working days following reception of the grade or its registration in the Intranet.

Supplemental examination

You will be entitled to a supplemental examination only if:

- a) You got a score of at least 45% on all the evaluations of the course;
- b) You were absent less than 15% of class time in this course;
- c) You submitted all exams and practical projects;

If these three conditions are not met, you will need to retake the course.

Following a supplemental examination, the final grade in the report card will not exceed 60%.

Prerequisites

To access the Production Final Project and the End-of-study Internship, you must have successfully completed all the courses in the program.

Tuition fees must be paid before the Internship

Food

It is strictly forbidden to drink, eat or smoke outside dedicated places.

Cell Phones

It is required to turn off your cell phone during class.

Pedagogical Committee

In order to avoid any partiality, a teaching committee has been created to analyze student's records with behavior problems, or with repeated failures, and take the necessary measures. This committee consists of three members: the President, the General Director and the teacher involved.

Plagiarism

Please note that any plagiarism or fraud, any attempt at plagiarism or fraud, any plagiarism or fraud cooperation, during a test or an examination, automatically leads to a zero (0).

In the case of plagiarism or fraud in the work required by the teacher, the offender (s) will receive the following penalty:

- If more than one student participates in plagiarism or fraud, each student is assigned a share of the note in proportion to the number of participants in plagiarism or fraud;
- If only one student is found guilty, the result will be the half of the grade that he would normally have obtained

Any student that repeats plagiarism is automatically assigned the note of zero (0) for the evaluation for which recidivism occurred.

The Institute always reserves the right to expel a student for any fault related to plagiarism or fraud and this, without the need of recidivism.



EDUCATION SERVICES CONTRACT
ANNEX 2

EQUIPMENTS
TERMS OF LOAN

For the duration of the training classes of your program, ISI will provide you a Laptop computer as a tool to complete your program.

By signing this document you acknowledge that you are responsible for the condition of the material lent.

In case of theft, loss or damage (intended or not) fees of 1250\$ CAD will be applied by ISI.
Any esthetical damage (intended or not) will also be charged up to 1250\$ CAD.

Those fees will have to be paid immediately upon the reception of the invoice.

If you have a problem with your laptop, we ask you to consult the technicians of the Institute.

The lent computer is the property of ISI and can be claimed back at any time. ISI reserves the right to erase any data on this computer at any time, or to reset it to its default state at any time.

The laptop must be returned before your internship or on your last day of training classes in the same condition as you received it.

All the following general terms of use for all our equipment also applies to the lent computer.

TERMS OF USE

By this document, we, ISI College, want to inform all the students and other users of our equipment and files, including our computer services and telecommunication, that they must use them properly and efficiently, with respect for good morals, ethics and in accordance with the law.

Without imposing an obligation to do so, we reserve the right to observe, record and consult all files, projects or work made on our equipment, or with our equipment, including e-mails and Internet browsing. The computer equipment and the privileges granted to our students are tools to help them do their tasks or studies. They should by no means consider the computer equipment as their own property; it is the property of ISI.

The following rules have to be applied to all computer and telecommunication services for all users. These services include, but are not limited to, servers, workstations, virtual machines, software and internal or external communication networks (Internet, remote access and e-mail) that can be accessed through the facilities.

1. Any user (employee, student or other) must refrain from making copies of software or installing software or files on our equipment without the consent of a person in authority.
2. All users must refrain from installing, exhibiting or shipping any material that is fraudulent, illegal, and obscene or that may be related to harassment, threat or indecency and that could lead to embarrassing situations. Any user who receives or discovers this material must immediately notify a person in authority.
3. All users must pay the same attention to what they write on a computer, including e-mail, as they write on paper: everything can be archived.
4. Any user is bound by the confidentiality of the information contained in our equipment or in our files. Even if he has access to files and files that do not belong to him, he cannot at any time copy them, distribute them or use them other than for his work or studies with us.
5. Any user may not and must not use our equipment and services for commercial purposes, for his benefit or for a malicious purpose (virus or other).
6. All users must maintain the confidentiality of their password, as they are fully responsible for all transactions made under it. It should never be written anywhere, or communicated to anyone.
7. Any user (employee, student or other) leaving ISI, must give to the persons in authority and in good working condition all the material and the equipment put at his disposal, the passwords and all the information obtained in the course of his work. These persons are bound by the confidentiality of this information and cannot distribute it or use it without the written permission.

ISI assumes no responsibility for the actions undertaken by the users of its computer and telecommunications system.

The direction
ISI College

Digitally signed by
Saju, Eby
on January 28th, 2021 at 07:05
IP address: 157.44.218.171