

# Educational Contract

*between the association of YWAM Davos and the following Person*

<b>1</b> Training Center	<b>Institution</b>	Verein YWAM Davos Landwasserstrasse 46 7277 Davos Glaris Switzerland	Tel: +41 81 534 04 57 Email: <a href="mailto:info@ywamdavos.org">info@ywamdavos.org</a>
	<b>Training Director</b>	Reto Gubler	Tel: +41 79 239 8218 Email: <a href="mailto:reto@ywamdavos.org">reto@ywamdavos.org</a>

<b>2</b> Student	Name	First name
	Address	Phone
	ZIP, Place	Email
	Country	Date of Birth
	Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male
	Mother tongue	<input type="checkbox"/> German <input type="checkbox"/> English <input type="checkbox"/> other
	Residence Permit	<input type="checkbox"/> L <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> none

<b>3</b> Module / Duration	<b>Leadership Training Program</b>	
	Start	<input type="checkbox"/> Spring <input type="checkbox"/> Fall      Year
	Module	<input type="checkbox"/> LTP 1    duration of training module 1st year    12 UofN credits
		<input type="checkbox"/> LTP 2    duration of training module 2nd year    36 UofN credits
		<input type="checkbox"/> LTP 3    duration of training module 3rd year    48 UofN credits

**4**  
Training

**Leadership Training Program**

The most effective and efficient way to raise great leaders is if a person can have a mix of theory and practical application, this is what our program strives to implement. Our training plan is rooted in different University of the Nations (UofN) registered courses. In Switzerland the UofN is not a state-recognized educational institution, although worldwide, depending on the country, there may be recognition. The student is responsible to figure out if the training that is done through YWAM Davos is a recognizable educational course by their country or university and if some or all of the credits are transferable.

The student must keep the working hours and conditions of the institution. The institution commits towards the students to give them a comprehensive training according to the chosen courses. A minimum of 45h a week of involvement is expected. Depending on the training year you're in there will be 12 to 24 full learning weeks per year. A full learning week according to the UofN is 50h.

Additional courses, conferences or seminars can be added to individually adapt the training to the personal needs of a student.

**5**  
**Conditions of admission**

**Successfully completed DTS**  
The Student needs to have successfully completed a DTS (DSP/211/212) with Youth With A Mission.  
YWAM Center Country  
Graduation Year

**Course Language-English**

The student needs to be conversational as well as have sufficient writing skills in English.

**Application and Information Guide**

The application process and the curriculum is further described in our information brochure.

**6**  
**Visa / residence permit**

**Country of origin EU / EFTA**  
Within 14 days of entering Switzerland, EU/EFTA citizens must register with the local authority (Einwohnerkontrolle, Residents' Registration Office) at the place of residence and they must apply for a residence permit.

**Other countries of origin**

Other foreign national students (anyone outside of EU/EFTA countries), must contact the Swiss embassy or consulate in their own country and apply for a visa. If the responsible immigration or police authorities approve the application, then the requirements for entry into Switzerland and residency for the purpose of study are met.

Foreign nationals who are not EU/EFTA citizens and who do not require a visa should consult the Swiss embassy or consulate in their country for the current entry and residence requirements and formalities.

In the case of missing student visa and/or residence permit the educational contract automatically becomes invalid.

**5**  
**Finances**

**Tuition fee per year: 700CHF**  
The tuition fee is due immediately after receiving the confirmation of admission of the student and needs to be paid before a Student Visa or Residence permit can be applied for or at the latest, by the beginning of the training period.  
Up until 90 days prior to the beginning of your training a maximum of 400 CHF may be refunded, after 90 days there will be no refunds of the yearly tuition fee.

**Quarterly fees:**

**LTP 1: CHF 1800. - LTP 2: CHF 2025. - LTP 3: CHF 2250. -**

The quarterly fees are due in the beginning of the current quarter four times a year. This fee pays for food and accommodation provided by the institution. Any cost for food and accommodation outside of the institution, as well as extra cost for special diets will have to be fully paid by the student.

If you lead an international outreach team from 8 weeks or more, then the quarterly fee will be deducted from your finances up to a maximum of one quarter.

Special agreements can be made with the institution in written form. There is no entitlement to refunds.

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### **Outreach and Activity Fees:**

Leading or attending an outreach and other activities may be a part of the educational program of the student. These fees must be fully paid by the student

### **Transport**

Any form of Transportation (car, bus, train, flights, etc.), used during school hours or in free time, is to be paid in full by the student.

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## **6 Insurance**

**The student is responsible for appropriate insurance.** Due to Swiss law the student will need a health and accident insurance that is approved by the Swiss government. The student is also required to have liability insurance (min coverage of 1'000'000 CHF).

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## **7 Vacation and holidays**

**Vacation:** 5 weeks of vacation are regulated by the training plan. An extra week may be taken with agreement from school leadership.

**Holidays:** The entitlement of holidays cannot be guaranteed. Compensation of time can be made in agreement with the training leadership.

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## **8 Absences**

### **School Attendance**

The student is expected to attend school regularly and be on time according to the schedule. The institution can make attendance on school events outside of the schedule mandatory. Too many absences may result in an incomplete training year.

### **Absence**

Any non-appearance from the class, test, exams or any mandatory events are to be considered an absence, as well as repeatedly being late or leaving early. A verbal warning will be communicated.

### **Reasons for absence**

These are the following reasons for excusable absences:

- a) Attendance at inter-organizational courses in agreement with the institution;
- b) Attendance at "Jugend + Sport" leadership trainings;
- c) Military, civil service, firefighting serves or similar;
- d) Fulfillment of legal duties and duties in the exercise of a public office
- a) Sickness or accident, if attending school is not possible
- b) Death or illness of immediate family member;
- c) Other important and approved by school leadership reasons.

Visits to physicians and dentists, driving lessons, practical and theoretical driving tests, homework and the extension of holidays are generally not recognized as grounds for absenteeism.

### **Dispensation request for foreseeable absence**

For a foreseeable absence, a written, justified dispensation request must be submitted to the institution at the latest two weeks in advance.

The student must sign this absence form.

The institution decides on the approval or rejection of the application. The achievements and the behavior of the student in the school can be taken into account. The responsibility of approval or rejection of absence forms may be delegated to the person responsible for the training.

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**Notice for unforeseen absences**

Notice for unforeseen absences must be submitted in writing. They must include the date and reason of the absence and be signed by the student.

For any illness-related absence exceeding one school week, the institution must be informed and a medical certificate must be submitted.

**Unacceptable Absence**

Any absence that has not been approved beforehand and/or has been justified as an accepted absence within two weeks of the missed training is deemed to be an excused absence.

If a doctor's certificate is not provided, the absence may or may not be excused by the persons responsible.

**9  
Changing and  
cancellation  
of contract**

**The institution must approve any modification to the contract.**

**Cancellation of contract**

The contract may be terminated by any contracting party on important grounds. An important reason is, in particular, where the continuation of the apprenticeship seems unacceptable.

We reserve the right to terminate the educational contract on the basis of the training and promotion regulations applicable to the UofN. Also violations of the Code of Conduct or values of YWAM Davos, as well as the 18 basic values of Youth With A Mission (YWAM) can result in a termination of the educational contract.

Any cancellation of contract must be in written form.

**10  
Integrated  
part of  
contract**

**The following items are included and are a part of the contract:**

- Code of Conduct (Community living Standards)
- YWAM Davos Values
- Foundational Values of Youth With A Mission
- Application & Information Guide

Additional items or other agreements (if yes, please list)  Yes  No

The Student confirms that he received the above documents and that he is aware of their content.  Yes  No

**11  
Signatures**

This contract is issued in double:

Institution	
Place / Date	Stamp / Signature

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Student	
Place / Date	Signature