

Terms and conditions

By applying for the office services, the client accepts the conditions of the service:

- **Research ethics:** the applicant confirms the submitted work has been performed in accordance with the applicable research ethics and regulations and takes full responsibility for the contents of the submitted work including but not limited to accuracy of the data and the validity of authorship.
- **Intellectual properties:** the applicant retains the full rights on the submitted work.
- **Fees:** the applicant agrees to pay the applicable fees according to the service fees list regulated by Mansoura University. The office retains the right to update the list when deemed necessary. The fees posted on the date of initial application shall apply.
- **No liability:** the office is not liable to any damage or loss to the applicant or to others, incurred upon the use of the processed work. The applicant is fully responsible for the use of the material returned by the office.
- **Confidentiality:** the office maintains the confidentiality of the submitted material and shall use it for the sole purpose requested by the applicant.
- **Retention of the data:** the office may keep a copy of the processed material for a maximum of six months from the date of its final delivery to the applicant.
- **Governing laws and regulations:** this agreement is governed by the Egyptian law and the regulations of Mansoura University.