

**EXECUTIVE DECISION NO 56/2015 OF THE RECTOR OF WROCLAW UNIVERSITY OF ECONOMICS,
dated September 28, 2015,
on tuition fees collected from foreign citizens studying at Wrocław University of Economics**

Based on the art. 66 pos. 2, and with reference to art. 43 and 44 of the Act of July 27, 2005 on Higher Education (Off. J. of 2012, pos. 572, with amendments), and with reference to the executive decision of the Minister of Science and Higher Education of October 12, 2006 on foreign students' participation in studies, training, scientific research and development projects (Off. J. of 2006, No. 190, pos. 1406 with amendments), the Rector decides as follows:

§ 1

This decision applies to tuition fees charged from foreign citizens studying at Wrocław University of Economics over the course of first- and second-cycle studies, and post-graduate studies.

§ 2

1. This decision sets down the principles for charging tuition fees to foreign citizens participating in study courses issued in Polish and foreign languages, together with the rules and procedures for charge reduction and instalments.
2. Foreign citizens who, based on the provisions of the Act on Higher Education, are excluded from the right to participate in study courses on standard principles that apply to Polish citizens, shall be charged for their participation in the studies at Wrocław University of Economics; the charged amount, hereinafter referred to as 'tuition fees', shall be equal to the sum set down in the Rector's Decision No. 39/2015.
3. Foreign citizens who, based on the provisions of the Act on Higher Education, are entitled to participate in studies on the same principles that apply to Polish citizens, shall also be entitled to participate in tuition-fee studies, as set down in this decision.
4. The admission of foreign citizens, referred to in pts. 2 and 3 above, for study courses at Wrocław University of Economics shall be subject to the Rector's decision.

§ 3

1. Foreign citizens willing to take up paid study courses at Wrocław University of Economics shall be required to pay the full extent of tuition fees for each semester of the studies, to the bank account presented to them, amounting to the PLN values, calculated at daily average rates of exchange issued by the National Bank of Poland on the day of the payment execution.
2. The tuition fee shall be paid not later than 7 days prior to the commencement of each semester and confirmed by the payment slip presented to the appropriate faculty office.
3. The Rector, at the behest of the foreign student, may consent to collect the tuition fee in instalments.

§ 4

The Rector, at the behest of the foreign student, may consent to apply tuition fee reductions in the following cases:

- 1) following a documented difficult financial situation of the applicant, or
- 2) with reference to students taking up an additional course of studies at the University or any other paid form of education at the University.

§ 5

Persons of Polish descent taking up paid study courses in Polish language shall be entitled to 30% tuition fee reductions.

§ 6

The collected tuition fees shall not be reimbursed, with the exclusion of § 10.

§ 7

Detailed conditions and terms of tuition fee collection and payment are set down in the **Agreement on tuition fees required from foreign students** at Wrocław University of Economics, supplied as **Annex 1** to this document (Annex No. 3 is translation of The Agreement into English).

§ 8

Foreign citizens taking up courses of study in the Polish and foreign language at Wrocław University of Economics shall be obliged to pay 200 euro surcharge for the first semester of the study, regardless of the number of attended fields of study.

§ 9

1. The sum of tuition fees collected shall be reimbursed to the foreign student pending the following cases:
 - 1) on approval of the semester/academic year's time out. The reimbursed amount shall be equal to the dues collected for the whole duration of the study time-out period;
 - 2) following the study course resignation. The reimbursed amount shall be equal to the dues collected for the remaining duration of the course;
 - 3) following a refusal to grant the Polish visa to the candidate. The reimbursed amount shall be equal to the whole of the dues collected;
 - 4) following other properly documented incidents that prevent the student from commencing or continuing the course of studies. The reimbursement shall cover:
 - the whole of tuition fees for the semester, if the foreign student resigns before the commencement of the semester,
 - the sum of fees proportionate to the opt-out part of the semester in which the University was made aware of the disapproving decision from the validation committee or of any other decision that invalidates the diploma as equivalent to the Polish document,
 - 5) if the University is unable to provide the candidate with the right to participate in the selected course of study, despite previous arrangements.
2. The reimbursement of tuition fees shall be made in Polish zloty, and paid to the account declared by the student.
3. The cost of banking operations involved in fee reimbursement procedures shall be borne by the foreign student.

§ 10

The principles of fee reimbursement set down in § 9 are made with reference to the sums detailed in the Executive Order No. 39/2015 of the Rector of Wrocław University of Economics. The 200 euro surcharge referred to in § 8 of this document shall in no case be subject to reimbursement.

§ 11

1. Foreign citizens participating in paid study courses are also required to bear the cost of additional education services, including:
 - 1) **course repetition - 600 PLN** per each subject (this also applies to conditional admission to the next semester and to course repetition on study resumes resulting from student expulsion), paid by October 15 for the winter semester, and by February 28 for the spring semester, or within 5 working days following the Dean's decision;
 - 2) **additional seminar training hours** as required for students willing to submit their diploma theses after the final resit date. The student shall be obliged to pay the sum set down in pos. 1, pt. 1 above, if the thesis submission delay is in excess of 2 months, but not more than 1 semester. If the delay is less than 1 month, the amount due shall be 30% of the above sum. If the delay is less than 2 months, the amount due shall be 70% of the sum set down in pos. 1, pt. 1 above. The fee shall be paid not later than 5 working days prior to the date of the thesis submission.
 - 3) The fees referred to in pos. 1, pts. 1-2 shall be excluded from standard instalment procedures.
 - 4) The sum of fees referred to in pos. 1, pt. 1 shall not exceed the total of 4900 PLN.

§ 12

Foreign students failing to pay their fees in a timely manner shall be issued a written reminder. Regardless of the above, the amount due shall be augmented by the statutory accrual interest. Students found to be behind the payment by more than 3 months shall be expelled from the University.

§ 13

This decision supersedes the text of the Rector's decision No. 58/2014 on tuition fees required from foreign students attending bachelor, master, complementary, and doctoral studies.

§ 14

This decision enters into force on the day of its signing, and applies to foreign students commencing their studies since the academic year of 2015/2016.

The Rector

Prof. Andrzej Gospodarowicz, *doctor habilitatus*