

R-B-SOP.014.1.74.2021

REGULATION NO. 74/2021

of the Rector of the Wrocław University of Economics and Business

of June 24, 2021

**on fees for educational services paid by foreigners studying
at the Wrocław University of Economics and Business, excluding Executive Master of Business
Administration (EMBA) studies**

Pursuant to Article 79 section 1 and Article 324 of the Act of July 20, 2018 of the Law on Higher Education and Science (i.e. Journal of Laws for the year 2021, item 478 as further amended), it is ordered as follows:

§ 1

Amount of fees for one semester

1. **Foreign students, excluding those referred to in Article 324 section 2** of the Act of July 20, 2018 of the Law on Higher Education and Science (i.e. Journal of Laws for the year 2021, item 478 as further amended), **undertake studies on a paid basis for full-time and part-time studies, regardless of the language in which the studies are conducted.** For each semester of full-time and part-time studies, they pay a fee (tuition) in the following amounts:
 - 1) for first-cycle and second-cycle studies conducted in Polish – **EUR 1,050**,
 - 2) for first-cycle and second-cycle studies conducted in a foreign language – **EUR 1,250**,
2. **Foreign students referred to in art. 324 section 2 point 1** (i.e. citizens of a Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA) – parties to the agreement on the European Economic Area and their family members residing in the territory of the Republic of Poland) of the Act of July 20, 2018, of the Law on Higher Education and Science (i.e. Journal of Laws for the year 2021, item 478 as further amended), **undertake full-time studies in a foreign language, in part-time studies in Polish and in a foreign language on a fee basis.** For each semester of study, they pay a fee (tuition) in the following amounts:
 - 1) for first-cycle and second-cycle studies conducted in a foreign language – **PLN 1,000**;
 - 2) for part-time first-cycle studies conducted in Polish in the fields of study conducted in Wrocław – **PLN 2,980**;
 - 3) for part-time first-cycle studies conducted in Polish in study programs conducted at the Branch in Jelenia Góra – **PLN 2,600**;
 - 4) for part-time second-cycle studies conducted in Polish in study programs conducted in Wrocław – **PLN 3,200**;
 - 5) for part-time second-cycle studies conducted in Polish in study programs conducted at the Branch in Jelenia Góra – **PLN 2,950**;
 - 6) for part-time second-cycle studies conducted jointly with the University of Wrocław in the Legal and economic consulting study program – **PLN 3,200**;
 - 7) for part-time first-cycle studies conducted in a foreign language in the fields of study conducted in Wrocław – **PLN 3,575**;
 - 8) for part-time second-cycle studies conducted in a foreign language in the fields of study conducted in Wrocław – **PLN 3,900**,

3. Foreign students referred to in art. 324 section 2 point 2-8, i.e.:
- a) foreigners who have been granted a permanent residence permit or long-term residents of the European Union;
 - b) foreigners who have been granted a temporary residence permit in connection with the circumstances referred to in art. 159 sec. 1 or art. 186 sec. 1 point 3 or 4 of the Act of December 12, 2013 on foreigners (Journal of Laws for the year 2020, item 35, 2023, 2320 and 2369 and for the year 2021, item 159);
 - c) foreigners who have refugee status granted in the Republic of Poland or are taking advantage of temporary protection or subsidiary protection in the Republic of Poland;
 - d) foreigners – holders of a certificate confirming their knowledge of Polish as a foreign language, referred to in art. 11a section 2 of the Act of October 7, 1999 on the Polish language (Journal of Laws for the year 2019, item 1480 and for the year 2020, item 285), at least at the C1 language proficiency level;
 - e) holders of the Polish Charter or persons who have been issued a decision confirming Polish origin;
 - f) foreigners who are spouses, ascendants or descendants of a citizen of the Republic of Poland, living on the territory of the Republic of Poland;
 - g) foreigners who have been granted a temporary residence permit in connection with the circumstances referred to in art. 151 section 1 or art. 151b section 1 of the Act of December 12, 2013 on foreigners, or staying on the territory of the Republic of Poland in connection with the use of the short-term mobility of the researcher under the conditions specified in art. 156b section 1 of this Act or holding a national visa for the purpose of research or development work;
- take up education **on the same paid basis as the foreign students mentioned in sec. 1 with the exception of full-time first- and second-cycle studies conducted in Polish, for which there is no fee.**
4. In the case of returning from leave or repeating a semester, the foreign student pays fees in the amount specified in the Rector's Regulation on fees for educational services, in the amount equal to the fees that are paid by the students that the foreign student is joining.
 5. All foreigners undertaking education in postgraduate studies conducted in Polish and in a foreign language pay the same fee as Polish citizens. The amount of fees for postgraduate studies is determined by the Vice-Rector for Student Affairs and Education, separately for each of the fields of study, in the manner specified in a separate regulation. Fees are paid in Polish zloty.

§ 2

Fees for additional educational services in full-time studies

1. Foreign students studying in full-time studies pay fees for:
 - 1) repeating the course, in the amount of **PLN 600 for each subject**, as well as in the case of conditional enrollment for the next semester and for repeating the course as a result of resumption of studies after removal from the student register;
 - 2) additional hours of classes connected with the submission of the diploma paper after the resumption of studies in the amount of **PLN 600**.
2. The fees referred to in section 1 points 1-2 cannot be split into installments.
3. The fees in total referred to in section 1 point 1 cannot exceed PLN 4,900.

4. In the case of returning from leave or repeating a semester, the foreign student pays fees in the amount specified in the Rector's Regulation on fees for educational services, in the amount equal to the fees that are paid by the students that the foreign student is joining.

§ 3

Fees for additional educational services in part-time studies

1. Foreign students studying in part-time studies pay fees for:
 - 1) repeating the course, in the amount of **PLN 300 for each subject**, as well as in the case of conditional enrollment for the next semester and for repeating the course as a result of resumption of studies after removal from the student register;
 - 2) subjects constituting curriculum differences in the amount of **PLN 200** for each subject;
 - 3) additional hours of classes connected with the submission of the diploma paper after the resumption of studies in the amount of **PLN 300**.
2. The fees referred to in section 1 points 1-3 cannot be split into installments.
3. The fees in total referred to in section 1 point 1 cannot exceed the semester fee specified in this Regulation.
4. In the case of returning from leave or repeating a semester, the foreign student pays fees in the amount specified in the Rector's Regulation on fees for educational services, in the amount equal to the fees that are paid by the students that the foreign student is joining.

§ 4

Payment deadlines

1. Foreign students who undertake studies on the basis of a fee in euros, pay the fees (tuition) specified in § 1 section 1 points 1-2 to the University's account kept in euros.
2. Payments to the University's bank account kept in euros for the above fees are made in Polish zloty, are converted into euros according to the euro selling rate of the bank keeping the University's account on the day of payment.
3. The fees determined in EUR in § 1 section 1 point 1-2 can be paid in PLN to the Individual Settlement Account. Amounts due are converted into Polish zloty at the euro selling rate of the bank keeping the University's account on the day of payment.
4. Foreign students undertaking education on the basis of a fee in Polish zloty, pay the fees for each semester of study (tuition fees) specified in § 1 section 2 points 1-8 to an Individual Settlement Account (IKR).
5. Fees for additional educational services, determined in Polish zloty, are paid and settled in accordance with § 6.
6. Tuition fees should be paid no later than October 15 for the fall semester and February 15 for the summer semester. The exception is the first semester of studies, when the fee should be paid before the issue of a certificate of admission to studies.

§ 5

Mode of fee payment

1. Foreign students pay for the additional educational services referred to in § 2 section 1 point 1 and 2 and § 3 section 1 points 1, 2 and 3 to a separate account for each student called the Individual Settlement Account (IKR), other than the IKR for a candidate for studies.

2. The **IKR** number should be generated via the USOSweb portal or via the account number generator that the University's website links to.
3. The date of payment is the date when the funds are credited to the **IKR**.
4. Payments made by the foreign student are included in the repayment of receivables in chronological order, starting with the oldest.
5. Foreign students undertaking education on the basis of a fee in euros, pay the tuition fees specified in § 1 sec. 1 points 1-2 in euros to the University's account kept in euros:
30 1090 2529 0000 0001 2284 9471
IBAN: PL30109025290000000122849471
SWIFT: WBKPPLPP
or converted into Polish zloty into the Individual Settlement Account (IKR). Recalculation of receivables for Polish zloty takes place according to the euro purchase rate of the bank keeping the University's account on the day of payment. The date of payment is the date when the funds are credited to the IKR or the University's account, depending on the currency in which the payment is made.

§ 6

Deadlines for the payment of fees for additional educational services

1. Fees for repeating the course, conditional enrollment for the next semester, repeating the course as a result of resumption of studies after removal from the student register, and curriculum differences should be paid by October 15 for the winter semester, and by February 15 for the summer semester or within 5 working days from the decision of the Dean for Student Affairs/Dean of the Branch.
2. Fees for additional hours of classes connected with the submission of the diploma paper after the resumption of studies should be paid not later than 5 working days before the submission of the diploma paper.

§ 7

Exemption from the obligation to pay fees

There are no fees for classes in full-time studies resulting from differences in study programs (so-called curriculum differences), occurring due to:

- 1) transfer from another field of study or from another university;
- 2) returning from short- or long-term leave;
- 3) for courses that have not been subject to repetition and curriculum differences in the case of semester repetition
or resumption due to unsatisfactory academic performance.

§ 8

Delay in payments

1. Statutory interest is charged for late payments. Statutory interest due to late payment of the fees for studies is calculated at the end of the semester and payable within 7 days from the date of the occurrence of the liability resulting from interest on the individual settlement account (**IKR**).
2. The student is obliged to check the status of their liabilities and to make payments to the individual settlement account (**IKR**), as well as to clarify doubts on an ongoing basis at the relevant Dean's office.

3. If a student is in arrears with fees for one month, the Dean's office is obliged to refrain from activities related to the student, such as the completion of a semester, registration for the next semester, and in the case of larger outstanding amounts, the Dean for Student Affairs/Dean of the Branch is obliged to remove the foreign student from the student register.
4. Persons that for reasons set out in section 3 lose their student status may be re-entered to the list of students (the resumption of studies) if they pay the outstanding fees. The Dean for Student Affairs/Dean of the Branch issues the decision on the resumption once the outstanding fees have been paid.
5. The University reserves the right to pursue claims due to it in respect of overdue fees and interest, including through debt collection proceedings commissioned to a third party, as well as in court.

§ 9

Reimbursement of paid fees

1. The Student that paid the fee for the current semester or part of this fee and notified the Dean for Student Affairs/Dean of the Branch in writing about the resignation from the studies will receive the reimbursement of the fee paid at their written request.
2. If a foreign student has paid the tuition fee for a semester or its part in advance and has resigned during the semester, the University will refund the fee in the amount reduced by the part of the semester fee that corresponds to the proportion of the classes that have taken place (until the date of termination of the contract) to those scheduled for the semester.
3. The rules for the reimbursement of fees presented in sections 1 and 2 also apply to reimbursement for repeating the course, conditional enrollment for the next semester, repeating the course as a result of resumption of studies after the removal from the student register and curriculum differences.
4. No fees made for studies for previous semesters are reimbursed, regardless of completion or noncompletion of these semesters.
5. The fee may be reimbursed by means of a decision issued by the Dean for Student Affairs/Dean of the Branch, on the foreign student's prior written request.
6. If a student is granted short- or long-term leave, the rules for reimbursement of part or all of the fee paid, such as in sections 1-5, apply.
7. The tuition fee is reimbursable if the foreigner does not obtain a visa to enter Poland – the amount of the paid tuition fee will be reimbursed.
8. The tuition fee is reimbursed in the currency in which the foreigner made the payment to the account of the Wrocław University of Economics and Business, to the bank account indicated by the foreigner.
9. The cost of bank operations related to the reimbursement of the tuition fee is incurred by the foreigner.

§ 10

Discounts and exemptions from fees

1. The Dean for Student Affairs/Dean of the Branch may exempt the foreigner from paying the fee for curriculum differences if it arises in connection with short- or long-term leave granted to the foreigner.
2. At the foreign student's request, the Rector may reduce the tuition fees in the case of:
 - 1) the foreign student's documented difficult financial situation;
 - 2) undertaking by the requester studies in an additional field of study or another form of paid education at the University.

§ 11

Fees for the issuance and authentication of documents

Fees for the issuance and authentication of documents, including their duplicates, are paid by the student in the amount specified in § 36 of the Regulation of the Ministry of Science and Higher Education on studies (Journal of Laws of the year 2018 item 1861 as further amended).

§ 12

Derogation

Regulation No. 50/2021 of the Rector of the Wrocław University of Economics and Business of April 30, 2021 on fees for educational services paid by foreigners studying at the Wrocław University of Economics and Business, with the exception of Executive Master of Business Administration (EMBA) studies, is repealed.

§ 13

Entry into force

The Regulation enters into force on the day of its signing and applies to foreign students starting their education at the University as of the academic year 2021/2022. The existing regulations apply to foreign students who started their education before the academic year 2021/2022.

Rector

Prof Andrzej Kaleta, PhD