



R-B-SOP.021.1.78.2022

REGULATION NO. 78/2022
of the Rector of the Wrocław University of Economics and Business
of 23 May 2022

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

Pursuant to Article 79 (1) and Article 324 of the Act of 20 July 2018 Higher Education and Science Law (consolidated text: Polish Journal of Laws of 2022, item 574, as amended), hereinafter referred to as the Act, it is resolved as follows:

§ 1

Semester fees

1. Foreign students, excluding those referred to in Article 324(2) of the Act, undertake studies on the basis of a fee for full-time and part-time studies, regardless of the language in which the course is conducted. For each semester of full-time and part-time studies, they pay a fee (tuition fees) in the following amounts:
 - 1) at bachelor and master degree programs taught in Polish – **PLN 5,850,**
 - 2) at bachelor and master degree programs taught in a foreign language – **PLN 6,950.**
2. Foreign students referred to in Article 324 section 2 item 1 of the Act (i.e. nationals 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 members of their families residing in the territory of the Republic of Poland) **undertake studies at full-time programs in foreign languages, at part-time programs in Polish and foreign languages on a basis of a fee.** For each semester of education, they pay a fee (tuition fee) in the following amounts:
 - 1) at full-time bachelor and master degree programs taught in a foreign language – **PLN 2,000,**
 - 2) at part-time bachelor degree programs taught in Polish in Wrocław in
 - a) Economics, Spatial Planning and International Economic Relations – **PLN 3,200,**
 - b) other courses in Polish – **PLN 3,400,**
 - 3) at part-time bachelor degree programs taught in Polish in the Jelenia Góra Branch – **PLN 2,850,**
 - 4) at part-time master degree programs taught in Polish in Wrocław in
 - a) Economics, Spatial Planning and International Economic Relations – **PLN 3,450,**
 - b) other courses in Polish – **PLN 3,700,**
 - 5) at part-time master degree programs taught in Polish in Jelenia Góra Branch – **PLN 3,250,**

- 6) at part-time master degree programs conducted together with the University of Wrocław in the field of Legal and Economic Consulting – **PLN 3,700,**
- 7) at part-time bachelor degree programs conducted in a foreign language in the courses conducted in Wrocław – **PLN 4,000,**
- 8) at part-time master degree programs conducted in a foreign language in courses conducted in Wrocław – **PLN 4,400.**

3. Foreign students referred to in Article 324 section 2 item 2-8 of the Act, i.e.:

- 1) foreigners who have been granted a permanent residence permit or long-term residents of the European Union,
- 2) foreigners granted a temporary residence permit in connection with the circumstances referred to in Article 159 section 1 or Article 186 section 1 item 3 or 4 of the Act of 12 December 2013 on Foreigners (consolidated text: Polish Journal of Laws of 2021, item 2354),
- 3) foreigners who have a refugee status granted in the Republic of Poland or benefit from temporary protection or supplementary protection in the territory of the Republic of Poland,
- 4) foreigners – holders of a certificate confirming knowledge of Polish as a foreign language referred to in Article 11a(2) of the Act of 7 October 1999 on Polish language (consolidated text: Polish Journal of Laws of 2021, item 672), at least at the level of C1 language proficiency,
- 5) holders of the Pole's Card (*Karta Polaka*) or persons to whom a decision on the determination of Polish origin has been issued,
- 6) foreigners who are spouses, ascendants or descendants of a citizen of the Republic of Poland, residing in the territory of the Republic of Poland,
- 7) foreigners granted a temporary residence permit in connection with the circumstances referred to in Article 151 (1) or Article 151b (1) of the Act of 12 December 2013 on foreigners or persons residing in the territory of the Republic of Poland in connection with the use of short-term mobility of a researcher under the conditions specified in Article 156b (1) of that Act or holding a national visa for the purpose of conducting scientific research or development works

undertake education **on a basis of a fee like foreign students listed in Article 1(1) of this Regulation, except for full-time bachelor and master degree programs conducted in Polish, for which no fees are charged.**

4. All foreigners undertaking postgraduate studies in Polish and foreign languages pay the same fee as in the case of Polish citizens. The amount of fees for postgraduate studies is determined by the Vice-Rector for Student Affairs and Academic Programs, separately for each of the courses, in the manner specified in a separate regulation. Fees are paid in PLN.
5. In the case of returning from leave or repeating the semester, the foreign student pays fees in the amount resulting from the Rector's Regulation on fees for educational services, which determines the fees paid by students joined by the foreign student.

§ 2

Fees for additional educational services at full-time programs

1. Foreign students studying at full-time programs pay fees for:



- 1) repeating the course in the amount of **PLN 600 for each course**, also in the case of conditional entry for the next semester and for repeating a course as a result of resuming studies after being excluded from the list of students,
 - 2) additional hours of classes related to the submission of a diploma thesis after the resumption of studies in the amount of **PLN 600**.
2. The fees referred to in § 2 section 1 items 1-2 may not be divided into instalments.
 3. The total amount of fees referred to in Article § 2 section 1 item 1 may not exceed **PLN 4,900**.
 4. In the case of returning from leave or repeating the semester, the foreign student pays fees in the amount resulting from the Rector's Regulation on fees for educational services, which determines the fees paid by students joined by the foreign student.

§ 3

Fees for additional educational services at part-time programs

1. Foreign students studying at part-time programs pay fees for:
 - 1) repeating the course in the amount of **PLN 300 for each course**, also in the case of conditional entry for the next semester and for repeating a course as a result of resuming studies after being excluded from the list of students,
 - 2) courses constituting curriculum differences in the amount of **PLN 200** for each course,
 - 3) additional hours of classes related to the submission of a diploma thesis after the resumption of studies in the amount of **PLN 300**.
2. The fees referred to in § 3 section 1 items 1-3 may not be divided into instalments.
3. The total amount of fees referred to in § 3 section 1 item 1 may not exceed the semester fee specified in this Regulation.
4. In the case of returning from leave or repeating the semester, the foreign student pays fees in the amount resulting from the Rector's Regulation on fees for educational services, which determines the fees paid by students joined by the foreign student.

§ 4

Deadlines for payment of tuition fees

Foreign students undertaking education on a basis of a fee pay fees for each semester of education (tuition fee) specified in § 1 sections 1-2 to the Individual Settlement Account (IKR). The fee should be paid not later than by 15 October for the winter semester and by 15 February for the summer semester or 5 working days from the date of the decision of the Vice-Rector for Student Affairs and Academic Programs/Dean of the Branch. An exception is the first semester of education, when the fee should be paid before the issue of the certificate of admission, to the University's account indicated in the letter addressed to the foreign student during the recruitment process, within the time limit specified therein.

§ 5

Deadlines for payment of fees for additional educational services

1. Fees for repeating the course, conditional entry, repeating the course as a result of resumption of studies after being removed from the list of students and curriculum differences should be paid by 15 October for the winter semester and by 15 February for the summer semester or within 5 working days from the decision of the Vice-Rector for Student Affairs and Academic Programs/Dean of the Branch.
2. Fees for additional hours of classes connected with the submission of a diploma thesis after the resumption of studies should be paid at the latest 5 working days before the submission of a diploma thesis.

§ 6

Payment mode

1. Foreign students make payments for educational services on all grounds to an account which is separate for each student, referred to as the Individual Settlement Account (**IKR**), other than the IKR for the candidate for studies.
2. The **IKR** number can be generated via the USOSweb portal or by an account number generator to which the link can be found on the University's website.
3. The payment date is the date when the funds are credited to **IKR**.
4. Payments made by the student are included in the repayment of receivables in chronological order, starting with the oldest ones.

§ 7

No fees

No fees are charged for full-time classes resulting from differences in curricula (the so-called curriculum differences) occurring due to:

- 1) transfer from another study program or from another university,
- 2) return from short- or long-term leave,
- 3) for non-repeated courses and courses constituting curriculum differences in the case of repeating a semester or resuming a semester due to unsatisfactory learning outcomes.

§ 8

Delay in payment

1. Statutory interest for delay is charged for late payment. Statutory interest for delay due to late payment of fees for studies is calculated on an ongoing basis and is visible on the Individual Settlement Account (**IKR**).
2. A foreign student is obliged to check the status of their liabilities and payments to **IKR**, and to explain any doubts on an ongoing basis in the relevant office for student affairs.
3. If a foreign student is in arrears with fees for one month, the Office for Student Affairs/Students Office for University Branch is obliged to remove a foreign student from the list.
4. Persons who will lose their student status for reasons specified in section 3 may be re-entered in the list of students (resumption of studies) if they pay overdue fees. The Office for Student Affairs/Students Office for University Branch issues a decision on resumption after payment of overdue fees.



5. The University reserves the right to assert claims due to it on account of overdue fees and interest, including by way of debt collection proceedings commissioned to a third party, as well as in court proceedings.

§ 9

Reimbursement of fees

1. A foreign student who has paid the fee for the current semester and notified the Vice-Rector for Student Affairs and Academic Programs/Dean of the Branch in writing of the resignation from studies will be reimbursed after submitting a written request for the reimbursement of the fee with the specified account number for the return.
2. If a foreign student has paid a fee for the semester in advance and resigns during the semester, the University will reimburse the fee in the amount reduced by the part of the semester fee corresponding to the proportion of:
 - 1) number of days of classes scheduled in the semester, in the case of part-time programs,
 - 2) the number of weeks in which classes took place at the University up to the total number of weeks in a given semester, in the case of full-time programs.
3. The rules of reimbursing the fees specified in sections 1 and 2 also apply to reimbursements for repeating a course, conditional entry, repeating a course as a result of resuming studies after being removed from the list of students and curriculum differences.
4. The tuition fees paid for previous semesters are not be reimbursed, regardless of whether or not a student receives credit.
5. The fee is reimbursed on the basis of a decision of the Vice-Rector for Student Affairs and Academic Programs/Dean of the Branch, upon the prior written request of a foreign student.
6. If a foreign student receives a short- or long-term leave, the rules of reimbursement of a part or all of the paid fee are as in sections 1-5.
7. A tuition fee is subject to reimbursement if a foreign candidate does not receive a visa for entry to Poland – the amount of the tuition fee is subject to reimbursement.
8. The cost of bank operations related to the return payment are borne by the foreigner.

§ 10

Discounts and exemptions from fees

1. The Vice-Rector for Student Affairs and Academic Programs/Dean of the Branch may exempt from the fee for curriculum differences at part-time programs if they occur in connection with short- or long-term leave granted to a student.
2. At the request of a foreign student, the Rector may reduce the amount of a tuition fee in the case of:
 - 1) documented difficult financial situation of a foreign student,
 - 2) the applicant commences a second program or other form of education for a fee at the University.

§ 11

Fees for issue and authentication of documents



Fees for issuing and authenticating documents, including their duplicates, are paid by the student in the amount specified in Article 36 of the Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies (consolidated text: Journal of Laws of 2021, item 661).

§ 12

Entry into force

1. The Regulation No. 74/2021 of the Rector of the Wrocław University of Economics and Business of 24 June 2021 concerning tuition fees for educational services paid by foreigners studying at Wrocław University of Economics and Business, excluding Executive Master of Business Administration (EMBA), applies to students who started (and continue their education) before the 2022/2023 academic year.
2. The Regulation enters into force on the day of signing and applies to foreign students starting their education at the University in the academic year 2022/2023.

Rector

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