

RULING 4/2015
OF THE RECTOR OF PRIVATE UNIVERSITY OF ENVIRONMENTAL SCIENCES
dated 27 June 2015
on: fees for educational services in the academic year 2015/2016

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1. Entry fee and recruitment

- Study entry fee of PLN 500
- Recruitment fee of PLN 100
- Fee for issue of student ID cards of PLN 5
- Fee for issue of index book of PLN 4

are hereby established for all types and courses of study. A supplementary entry fee of PLN 200 shall be charged to PWSOŚ graduates who begin their second cycle of studies.

2. Tuition fee

The following tuition fees shall be charged for education of first- and second-cycle full- and part-time students:

Name of faculty/ course	Level and type of education	Monthly tuition fee (payable 10 months a year)
Faculty of Environment Protection Course: Environment Protection	First-cycle full-time (terms 1-5)	PLN 380
	First-cycle full-time (terms 6-7)	PLN 420
	First-cycle part-time (terms 1-5)	PLN 380
	First-cycle part-time (terms 6-7)	PLN 420
	Second-cycle full-time – 4 terms	PLN 400
	Second-cycle part-time – 4 terms	PLN 400
	Second-cycle full-time – 3 terms	PLN 480
	Second-cycle part-time – 3 terms	PLN 480
Local Faculty of Environment Protection in Miechów Course: Environment Protection	First-cycle part-time (terms 1-5)	PLN 380
	First-cycle part-time (terms 6-7)	PLN 420
Faculty of Safety Engineering, Employment Health and Logistics Course: Employment Health and Safety	First-cycle full-time (terms 1-5)	PLN 380
	First-cycle full-time (terms 6-7)	PLN 420
	First-cycle part-time (terms 1-5)	PLN 380
	First-cycle part-time (terms 6-7)	PLN 420
Faculty of Leisure and Tourism Course: Leisure and Tourism	First-cycle full-time (terms 1-4)	PLN 380
	First-cycle full-time (terms 5-6)	PLN 420
	First-cycle part-time (terms 1-4)	PLN 380
	First-cycle part-time (terms 5-6)	PLN 420
	Second-cycle full-time – 4 terms	PLN 400
	Second-cycle part-time – 4 terms	PLN 400
Local Faculty of Leisure and Tourism in Zakopane Course: Leisure and Tourism	First-cycle part-time (terms 1-4)	PLN 380
	First-cycle part-time (terms 5-6)	PLN 420
Postgraduate Studies	For university graduates	Depending on costs

Discounts of tuition fees

The following discounts shall apply to tuition fees:

- 1) Students paying 5 months in advance shall be eligible for discounts of PLN75.
- 2) Students paying 10 months in advance shall be eligible for discounts of PLN150.

3. Fees for foreigners taking studies with the PWSOŚ and citizens of Poland residing abroad and taking studies with the PWSOŚ as part of individual curricula of studies.

4.A. By force of the Ruling of the Science and University Education Minister of 9 September 2009 (176.1365), the following fees for studies and accommodation in halls of residence are fixed for foreign students taking 1st-cycle studies at the Private University of Environmental Sciences in Radom:

i) Students citizens of the European Union member states:

The fees shall be identical with those applicable to students – citizens of Poland.

ii) Students other than citizens of the European Union member states:

The fees shall be laid down in a separate Ruling 'Payments term for foreign students at the Private University of Environmental Sciences in Radom.

4B. Fees for citizens of Poland residing abroad and taking studies with the PWSOŚ as part of individual curricula of studies:

For all courses and subjects of study:

- Entry fee of €200,
- Recruitment fee of €25 (including the fees for issue of student ID card and of index book,
- Monthly tuition fee of €120.

4. Fees for postgraduate studies and courses

Fees for postgraduate studies and courses shall be established by force of separate Rector's ruling for each group on submission of scheduled curricula and cost estimates by heads of the particular studies and courses. The fees may vary depending on numbers and locations of participants to provide for profitability of such educational services.

5. Tuition fees at Children's University of Radom

A tuition fee of PLN 150 a term is hereby established.

6. Fees for day and night accommodation at the University Hall of Residence

The following fees shall be aid for accommodation at the University Hall of Residence:

- Radom, Zubrzyckiego 6 – PLN 260/ month + repayable deposit of PLN 300.

Part-time students shall pay PLN 35 a night of accommodation at the University Hall of Residence. Accommodation at the PWSOŚ Training and Tourist Centre in Zakopane shall e subject to a fee of PLN 35 a night or PLN 400 a month.

7. Other fees

The following fees shall be charged to full- and part-time students:

Service type	Fee
Field exercises for all types of studies (accommodation, local transport, guide's fees, insurance)	PLN 320
Extracurricular training courses and seminars in Zakopane, completed with certificates (accommodation, food, insurance)	PLN 450
Fee for tourism fair at the course of Leisure and Tourism	Up to PLN 500 (depending on location and duration of a fair)
Fee for settlement of curricular differences in respect of earlier terms for students switching subjects, retaking a term, resuming their studies, returning from time off or moving to PWSOŚ from other universities	Lump sum of PLN 200 a term
Fee for participation in classes of additional (groups of) subjects of choice out of a student's curriculum, e.g. parallel studies of another specialisation	PLN 200 a subject a term

Fee for remedial subjects out of the curriculum of second-cycle studies for applicants from outside the University	PLN 200
Fee for issue of graduation diploma Fee for issue of an additional copy of the diploma in a foreign language	PLN 60 PLN 40
Fee for a duplicate of a lost index book Fee for a duplicate of a lost ID card Fee for a duplicate of a lost graduation diploma	PLN 6 PLN 8 PLN 90
Fee for reproduction of index book records documenting course of studies	PLN 200 a term
Handling fee for timely appeals against a Dean's decisions Re-enrolment	PLN 50 PLN 200
Fee for retaking of a subject (the so-called conditional enrolment): - of a lecture - of a class or laboratory	PLN 100 PLN 200
Fee for issue of a document of graduation from postgraduate studies	PLN 30
Fee for extending deadline for submission of a diploma thesis for longer than 2 months	Monthly tuition fee applicable in an academic year

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1. The tuition fees hereunder shall be paid to the University's bank accounts, indicating index book number of title of payment in a proof of payment:

- a) PEKAO BP SA Branch Radom
61 1020 4317 0000 5602 0017 6008
- b) BS Zwoleń Branch Radom
20 9157 0002 0080 0800 0561 0007.

2. The remaining fees may be paid at the University's cashier's desk.

3. Tuition fees shall be paid by the 5th day of each month (determined as the date of crediting to the University's account). If this due date is not met, default interest of PLN 10 a month shall be charged.

4. Students may request delays of due dates, distribution of overdue payments over instalments, etc. submitting an application to the Rector.

5. If students resign from their studies, they shall submit an appropriate application by the end of a month prior to such resignation at the latest. If an application is submitted past the above date, students shall pay tuition fees for a given month.

This ruling shall become effective at the date of signing.

RECTOR
Professor Edmund Kaca, Eng.

AGREEMENT ON TERMS AND CONDITIONS OF PAYMENT FOR STUDIES

entered into on in Radom by and between the Private University of Environmental Sciences in Radom, Zubrzyckiego 6 ('the University'), as represented by its Rector,
and Mr/ Ms.
of ('the Student').

(1)

1. This Agreement determines terms and conditions of fees for studies by force of Article 160a of the University Education Act 27 July 2005 (572 of 2012 as amended) ('the Agreement').

(2)

As you have been admitted to the 1st year of-cycle studies of....., the following shall be agreed upon for the academic year 2015/ 2016:

1. Studies at the University are paid.
2. Students shall pay a recruitment fee and a single entry fee, fees for index books and ID cards, tuition fees, fees for conditional enrolment, curricular differences, for issue of graduation diplomas, fees for field exercises and other fees associated with costs incurred by the University as set out in an applicable Rector's ruling on amounts and methods of fees for studies at the University.
3. Tuition fees shall be paid to the University's account whereas any additional payments may be made to the University cashier's desk.
4. Date of payments shall mean a date due funds are credited to the University's account.
5. Tuition fees shall be paid over ten monthly instalments by the 5th day of each month or as a single instalment in the first month of a term, by the 5th day of the same month as well. Single payments shall be subject to the following discounts:
PLN 150 for a single advance payment of 10 instalments
PLN 75 for a single advance payment of 5 instalments.
6. tuition fee for the first term of studies shall be PLN The tuition fee may be varied in the successive terms as related to inflation levels published by the Polish National Office for Statistics. Such variations of a tuition fee shall not constitute amendments hereto and shall not require annexes hereto.
7. Students shall be charged PLN10 for each month of delayed payment.
8. Fees shall be charged as at the end of a month.
9. Should students abandon their studies after courses have commenced, fees already paid shall not be refunded, subject to section 12.
10. Should student resign from their studies (in writing) prior to a term, tuition and entry fees shall be refunded.
11. If students resign from their studies or are removed from the student roll as they have not completed a term, tuition fees paid shall not be refunded.
Date of a written statement shall be the date of such resignation from studies. Students shall pay applicable tuition fees until such date.
12. Students who have paid their fees for a term or a year in advance and then resign from studies or are removed from the student roll shall be charged full tuition fees for each month of their studies i.e. without applying any discounts. Overpaid sums shall be refunded.
13. Students removed from the student roll who resume their studies at a later date shall not pay entry fees another time. They shall pay a re-registration fee of PLN 200.
14. Students who have not paid two overdue instalments of tuition fees shall be removed from the student roll.
15. Any uncollected correspondence which has been notified twice shall be treated as having been delivered.
16. Students paying their fees in arrears shall be charged an additional handling fee of PLN 50.
17. Re-registration following an effective removal from the student roll shall be possible subject to a formal decision of the Rector. Should such decision be secured, students shall pay any overdue fees and a re-registration fee of PLN 200.

(3)

1. The University shall:

- a) Notify students of applicable fees 3 months in advance of a term;
- b) Maintain fixed tuition and other fees during a term of a given academic year.

2. Should fees be varied in respect of a following term, Students may withdraw from this agreement in writing by the end of the term prior to such fee variations. Such written statements shall be tantamount to resignation from the studies and removal of a student from the student roll.

(4)

1. This Agreement is executed for the duration of studies and shall expire:

- a) At the end of studies,
- b) At the date of a final decision to remove from the student roll.

2. Students may at any time withdraw from this Agreement and thereby resign from their studies.

3. Resignations from studies shall be made in writing. Students shall submit their resignation statements to the Rector.

(5)

1. Extending the period of studies as set out in the By-laws of Studies at the Private University of Environmental Sciences in Radom.

(6)

1. By signing this Agreement, the Student states they have read and accept contents of the ruling of the Rector of the Private University of Environmental Sciences in Radom concerning amounts and methods of fees for educational services provided in the academic year 2015/ 2016.

2. The ruling mentioned in section 1 above shall be kept up to date in the successive terms, subject to part 3 section 6. If the Rector's ruling is not updated in respect of a given term, the Ruling in its wording applicable to the preceding term shall apply.

3. Should the tuition fees rise in excess of the inflation published by the Polish National Office for Statistics (part 3 section 6), such variations shall be made as part of annexes hereto.

4. Ruling of the Rector of the Private University of Environmental Sciences in Radom concerning amounts and methods of fees for educational services provided applicable to a given term shall be announced on notice boards of the Private University of Environmental Sciences in Radom (and its local branches) and on the official website, www.pwsos.pl.

5. Removal from the student roll, termination of or withdrawal from this Agreement shall not release the Student from the duty to pay overdue fees as laid down in this agreement and the applicable ruling of the Rector of the Private University of Environmental Sciences in Radom concerning amounts and methods of fees for educational services provided.

(7)

Appropriate provisions of the Civil Code and the University Education Act shall apply to cases not governed hereunder.

(8)

This agreement is executed in two counterparts, one for either Party hereto.

.....
Student's signature

.....
Rector's signature