

**The binding regulations constitute the ORDER No. 393/2023 of 19 June 2023 by the Rector of Czestochowa University of Technology on the rules for charging tuition fees for educational services related to full-time and part-time, first- and second-cycle degree programmes provided for foreign students at Czestochowa University of Technology drawn up in the Polish language.**

**The translation into English is for reference only.**

**It is not an internal legal act of Czestochowa University of Technology and does not provide the basis for the rights and obligations of students.**

ORDER No. 393/2023

of 19 June 2023

by the Rector of Czestochowa University of Technology

on: the rules for charging tuition fees for educational services related to full-time and part-time, first- and second-cycle degree programmes provided for foreign students at Czestochowa University of Technology

§ 1

Pursuant to Article 79, Article 80 (1- 3 and 6), Article 323 (3) and Article 324 (1- 2 and 4) of the Act of 20 July 2018 - Law on Higher Education and Science (Dz.U. [Journal of Laws] of 2023, item 742, as amended), I introduce the rules for charging tuition fees for educational services related to full-time and part-time, first- and second- cycle degree programmes provided for foreign students at Czestochowa University of Technology, which constitute the Annex hereto.

§ 2

Order No. 215/2019 of 26 June 2019 by the Rector of Czestochowa University of Technology on the rules for charging tuition fees for educational services related to full-time and part-time, first- and second-cycle degree programmes and PhD programmes provided for foreign students at Czestochowa University of Technology shall be repealed.

§ 3

The Order shall enter into force on the date of its issue, with the exception of the provision set forth in § 2 (5) (2), which is effective from 1 October 2023.

Rector

of Czestochowa University of Technology

Norbert Szczygiol, MScEng, PhD, DSc, ProfTit

Annex to the ORDER No. 393/2023 by the CUT Rector

**Rules for charging tuition fees for educational services related to full-time and part-time, first- and second-cycle degree programmes provided for foreign students at Czestochowa University of Technology**

**§ 1**

**Legal basis**

1. Issues related to commencing and pursuing a degree programme by individuals who are not Polish citizens, hereinafter referred to as "foreigners", are governed in particular by the following provisions:
  - 1) the Act of 20 July 2018 - Law on Higher Education and Science (Dz.U. [Journal of Laws] of 2023, item 742, as amended);
  - 2) the Act of 12 December 2013 on Foreigners (Dz.U. [Journal of Laws] of 2023, item 519, as amended).
2. A foreigner is any person who does not have Polish citizenship.

**§ 2**

**Tuition fees for educational services provided for foreign students**

1. The amount of tuition fees for full-time and part-time, first- and second-cycle degree programmes for foreigners commencing and pursuing degree programmes at Czestochowa University of Technology on a fee-paying basis for each degree programme for one semester is as follows:

**Applicable to students admitted in the winter semester  
of the academic year 2023/2024**

<b>Degree programme</b>	<b>Degree programmes in Polish (full-time and part-time)</b>	<b>Degree programmes in English (full-time and part-time)</b>
first-cycle degree programme	500 Euro	960 Euro
second-cycle degree programme	500 Euro	960 Euro

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**Applicable to students admitted in the summer semester of the academic year  
2023/2024 and admitted in subsequent academic years**

<b>Degree programme</b>	<b>Degree programmes in Polish (full-time and part-time)</b>	<b>Degree programmes in English (full-time and part-time)</b>
first-cycle degree programmes: Computer Science, Applied Mathematics and Information Technologies	850 Euro	-
the other first-cycle degree programmes	600 Euro	1200 Euro
second-cycle degree programmes: Computer Science, Artificial Intelligence and Data Science	850 Euro	1200 Euro
the other second-cycle degree programmes	600 Euro	1200 Euro

2. The University shall neither increase the fees set for students nor introduce new fees until the students admitted for a given academic year have completed their degree programmes. This does not apply to increases in fees for courses not included in the study curriculum or fees for the use of student dormitories and canteens.
3. From the second year of study onwards, a student may be given approval to make payments in two instalments payable by 30 September and by 30 November for the winter semester and by 28 February and by 30 April for the summer semester. The decision with regard to this matter is made by the relevant Director of Studies on the basis of the student's request (appendix hereto) submitted to the relevant Dean's Office before the beginning of the semester. This decision is valid until withdrawn at the student's request.

A change in the rules for payment of fees shall take effect from the semester following the withdrawal of the decision. In the case of fees paid in instalments, each instalment is equal to 55% of the tuition fee resulting from section 1.

4. A foreigner may be exempted from the tuition fees referred to in Article 79 (1) (2, 3 and 5) of the Act of 20 July 2018 - Law on Higher Education and Science according to the rules laid down in an inter-university agreement or an international agreement. A foreigner may also be exempted from these fees on the basis of:
  - 1) the Rector's administrative decision;
  - 2) the Minister's decision or the NAWA (Polish National Agency for Academic Exchange) Director's decision.
5. The fees referred to in Article 79 (1) (5) of the Act of 20 July 2018 - Law on Higher Education and Science, shall not be charged to:
  - 1) a foreigner - a national of a Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Agreement (EFTA) - a party to the Agreement on the European Economic Area and their family members residing in the territory of the Republic of Poland;
  - 2) a foreigner - a national of the United Kingdom of Great Britain and Northern Ireland referred to in Article 10 (1) (b or d) of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community (OJ EU L 29 of 31 January 2020, p. 7, as amended). - Amendments to the abovementioned Agreement were published in OJ EU L 225 of 14 July 2020, p. 53, OJ EU L 443 of 30 December 2020, p. 3, OJ EU L 43 of 24 February 2022, p. 84 and OJ EU L 131 of 5 May 2022, p. 9.) and members of their family residing in the territory of the Republic of Poland;
  - 3) a foreigner who has been granted a permanent residence permit or a long-term resident of the European Union;
  - 4) a foreigner who has been granted a temporary residence permit due to the circumstances referred to in Article 159 (1) or Article 186 (1) (3 or 4) of the Act on Foreigners of 12 December 2013;

- 5) a foreigner who has a refugee status granted in the Republic of Poland or is under temporary protection or subsidiary protection in the territory of the Republic of Poland;
  - 6) a foreigner - a holder of a certificate confirming the command of the Polish language as a foreign language, referred to in Article 11a (2) of the Polish Language Act of 7 October 1999 (Dz.U. [Journal of Laws] of 2021, item 672), at least at the C1 language proficiency level;
  - 7) a holder of the Polish Charter or an individual having been given a decision on the determination of the Polish origin;
  - 8) a foreigner who is a spouse, an ascendant, or a descendant of a citizen of the Republic of Poland, residing in the territory of the Republic of Poland;
  - 9) a foreigner who has been granted a temporary residence permit due to the circumstances referred to in Article 151 (1) or Article 151b (1) of the Act on Foreigners of 12 December 2013, or residing in the territory of the Republic of Poland in connection with the short-term scientific mobility under the conditions referred to in Article 156 b (1) of the aforementioned Act, or holding a national visa in order to conduct research or development work.
6. The foreigner referred to in section 5 shall pay tuition fees, including fees for degree programmes conducted in a foreign language and for part-time degree programmes, in the amount set for Polish citizens.
  7. The family members of the individuals referred to in section 5 (a and b), are those referred to in Article 2 (4) of the Act of 14 July 2006 on the entry into, residence in and departure from the territory of the Republic of Poland of nationals of the European Union Member States and their family members (i.e. Dz.U. [Journal of Laws] of 2021, item 1697 as amended).
  8. In the case of a difficult financial situation of a foreigner or in other justified cases, as well as in the case of commencing two degree programmes or a degree programme in another study mode on a fee-paying basis, the Rector, at the request of the interested party, may extend the fee payment deadline, spread the fee into instalments, reduce the fee referred to in section 1 or waive it completely.
  9. Tuition fees are refundable (or not required) for the period of not pursuing a degree programme if the foreigner:

- 1) has been granted a leave of absence or has obtained another break from their study in accordance with the rules and procedures set forth in the Study Regulations, or;
  - 2) has withdrawn from their study due to a health condition confirmed by a medical certificate or due to other important and documented random events, or;
  - 3) has received a refusal to issue a visa or another document authorising to legal residence in the territory of the Republic of Poland.
10. The tuition fee for the period of not pursuing a degree programme by the foreigner resulting from organisational requirements related to the implementation of a degree programme and necessitated by repeating a semester (waiting for a semester to be repeated) is 50% of the fee set forth in section 1 (subject to sections 4 and 5).
11. A foreigner studying on a fee-paying basis (not taking advantage of the exemptions under sections 4 and 5) in the case of repeating a semester of study or some of the courses, shall pay the fee set forth in section 1 for the semester repeated. At the same time they are exempted from the fees for repeating courses or the whole semester of study under the Study Regulations of Czestochowa University of Technology and the Rector's Order on Fees. This provision does not apply to a situation in which the student does not repeat a semester, but is only transferred to the following semester and repeats some courses. In this case, the international student shall pay for the semester in progress the fee set forth in section 1 and the fee for the repeated courses in accordance with the Rector's Order on Fees.
12. Reimbursement of fees shall be made to the bank account indicated by the student.
13. The cost of bank operations related to the reimbursement of fees shall be borne by the student.
14. In the case of a written decision to withdraw from a degree programme after it has been commenced and failure to pay all required fees, the University may pursue outstanding fees.

15. In the case of a written decision to withdraw from a degree programme, the student shall be entitled to the reimbursement of the previously paid fee for the semester not yet started.
16. Prolongation of the date of submission of a diploma thesis based on the rules provided for in the Study Regulations of Czestochowa University of Technology shall not incur further fees for additional months of study after completing classes in the last semester of study.
17. Foreigners who commenced their degree programmes prior to this Order entering into force shall pay their fees in the existing amount.
18. Acquisition of the rights under section 5 shall result in non-collection of the relevant fees from the semester following the semester during which the student has submitted a documented request for a change in study arrangements. The relevant decision shall be made by the Rector on the basis of the request submitted by the student.
19. The loss of the rights referred to in section 5 constitutes grounds for a change in study arrangements. The student is obliged to immediately inform in writing the International Student Office about the loss of the rights. The change in study arrangements takes effect from the semester following the loss of the rights. Failure to timely inform the International Student Office about the loss of the rights results in the obligation to pay outstanding fees.
20. The foreigner is obliged to pay the application fee in accordance with the rules for all applicants for degree programmes at Czestochowa University of Technology.
21. The foreigner is obliged to pay fees for the issuance of documents related to a degree programme. The amount of these fees is governed by the general provisions applicable to all students of Czestochowa University of Technology.

### **§ 3**

#### **Rules for payment of tuition fees by international students**

1. Foreigners (subject to § 2 (4 and 5)) pay tuition fees to Czestochowa University of Technology, the amount of which is determined by the Rector.
2. The foreigner is obliged to pay the fee referred to in section 1:



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- 1) for the first semester of study before the issuance of a certificate of admission to a university;
  - 2) for subsequent semesters of study by 30 September for the winter semester and by 28 February for the summer semester.
3. Statutory interest shall be charged on fees for late payment. If the fees are overdue for more than three months, the foreigner may be struck off the list of students.
  4. The fees referred to in section 2 (1) may be paid to Czestochowa University of Technology's EUR bank account or Czestochowa University of Technology's PLN bank account after conversion according to the average exchange rate of the National Bank of Poland (NBP) on the day preceding the payment.
  5. The fees referred to in section 2 (2) may be paid to Czestochowa University of Technology's EUR bank account or to Czestochowa University of Technology's PLN bank account assigned to each student after conversion according to the average exchange rate of the National Bank of Poland (NBP) on the day preceding the payment.
  6. Confirmation of payment referred to in section 2 (2) shall be provided by the student to the Dean's Office within 7 days.

#### **§ 4**

##### **Rules for reimbursement of fees to international applicants for degree programmes**

1. Preliminary qualification of foreigners is carried out on the basis of the documents required in the admission process. The verification of these documents is conducted by the International Student Office. Positive completion of the verification process of the submitted documents and qualifying the foreigner for studying at Czestochowa University of Technology is a prerequisite for the payment of tuition fees. The fees of the applicants who have not been qualified will be refunded under the provisions set forth in § 2 (12 and 13).

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2. In the case of the applicant's withdrawal at the initial stage of the admission process (before issuing a set of documents necessary to complete the formalities for incoming students and to apply for a visa), the fees will be refunded pursuant to the provisions set forth in § 2 (12 and 13).
3. Reimbursement of fees for the applicant who has completed all preliminary formalities and received from Czestochowa University of Technology a set of documents entitling them to apply for entry to Poland and to obtain a visa will be made only in cases specified in § 2 (9) (2) and (3), pursuant to the provisions set forth in § 2 (12 and 13).

## **§ 5**

### **Final provisions**

1. The Rector shall make decisions in matters not explicitly resolved herein.
2. The Rector may authorise the relevant Vice-Rector to make decisions on their behalf and reach settlements concerning matters of foreigners referred hereto.