



REGULATION No. 16/2020  
of 30.04.2020  
OF THE RECTOR OF THE UNIVERSITY OF ECOLOGY AND MANAGEMENT  
IN WARSAW

w sprawie: wysokości opłat za usługi edukacyjne na studiach  
prowadzonych w języku angielskim,  
dla osób podejmujących studia i studentów, od roku akademickiego 2020/2021  
**Concerning: fees and charges for educational services for persons undertaking studies and for students  
studying in English language from academic year 2020/2021**

Działając na podstawie art. 80 ust. 2 ustawy z dnia 20 lipca 2018 roku – Prawo o szkolnictwie wyższym i nauce (t.j. Dz. U. z 2020 roku, poz. 85) oraz w związku z Rozporządzeniem Ministra Nauki i Szkolnictwa Wyższego z dnia 28 września 2018 r. (t.j. Dz. U. z 2018 roku, poz. 1861 z późn. zm.) w sprawie studiów i po zasięgnięciu opinii Samorządu Studenckiego zarządzam, co następuje:

*Acting on the grounds of Art 80, paragraph 2 of the act of July 20th, 2018 –Law of Higher Education and Science (consolidated text in Journal of Laws of 2020, item 85) and in connection with Regulation of Minister of Science and Higher Education of 28<sup>th</sup> September 2018 (consolidated text in Journal of Laws of 2018, item 1861 with later changes) concerning studies and after taking under account opinion of Students' self-government of WSEiZ, I hereby declare the following:*

**Art. 1**

Ustala się wysokość opłat za świadczone usługi edukacyjne na studiach prowadzonych w języku angielskim, dla osób podejmujących studia i studentów, od roku akademickiego 2020/2021.

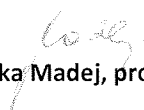
*Fees and charges for educational services for studies conducted in English language are established and apply for persons undertaking studies and for students from academic year 2020/2021.*

**Art. 2**

Zarządzenie wchodzi w życie z dniem 30.04.2020 r.

*This Regulation comes into force on the 30<sup>th</sup> April 2020.*

Rector WSEiZ

  
dr Monika Madej, prof. WSEiZ

### Art. 1 TUITION FEE

1. Students from the following countries: EU countries; Azerbaijan; Armenia; Belarus; Mongolia; Georgia; Moldova; Kazakhstan, Kyrgyzstan; Russia; Ukraine; Tajikistan; Turkmenistan; Uzbekistan, shall pay the tuition fees in one of the listed below methods of payment:
  - a/ upfront for the whole academic year, paid each year until 10<sup>th</sup> September for studies beginning in winter semester or until 28<sup>th</sup> of February if studies begin in summer semester;
  - b/ in two semester instalments (paid upfront for each semester), paid until: 10<sup>th</sup> September each year, for winter semester and until 28<sup>th</sup> of February each year for summer semester. First installment must be paid no later than in the day of the contract signing.
2. The Students from the countries, which haven't been listed above, shall pay in advance the tuition fee for a whole year. For students which are going to start studies in winter semester, a tuition should be paid till 10 of September each year, for students which are starting studies in summer semester till 28<sup>th</sup> of February each year. First installment should be paid no later than the day of the contract signing.
3. In case of signing the agreement on terms and conditions related to fees charged for educational services after the beginning of the academic year the person admitted to studies is obliged to make the payment in the amount of the number of instalments the deadlines of which have passed, no later than on the day of signing the agreement.
4. In the semester during which the student plans to change the program of studies or the form of studies, he/she shall make the following payments:
  - until the end of the month in which the student received the decision on the change, he/she is obliged to make the payments for the program of studies from which he resigned;
  - in the following months the student makes the payments appropriate for the new program or form of studies.
5. Students on their last semester are obliged to settle whole tuition fee as well as all other due charges before submitting the diploma thesis at Dean's Office.
6. Day of payment of the tuition fee is the day when the financial means credit the bank account of the University of Ecology and Management in Warsaw.
7. Amount of the tuition fees per year or semester:

Name of the Faculty	Form of studies	For non - EU countries		For EU countries and others*	
		Annual instalment (EUR)	Semester instalment (EUR)	Annual instalment (EUR)	Semester instalment (EUR)
Architecture	full-time -cycle studies first/second-cycle studies	4100	2050	3500	1750
Civil Engineering	full-time first-cycle studies	4000	2000	2900	1450
Interior Design	full-time -cycle studies first/second-cycle studies	4600	2300	3300	1650
Design	full-time first-cycle studies	4100	2050	3000	1500

<b>Environmental Protection</b>	full-time first cycle studies	<b>3100</b>	<b>1550</b>	<b>2400</b>	<b>1200</b>
	full-time second-cycle studies	<b>3220</b>	<b>1610</b>	<b>2600</b>	<b>1300</b>
<b>Mechanics and machine construction</b>	full-time first cycle studies	<b>3800</b>	<b>1800</b>	<b>2600</b>	<b>1300</b>
<b>Management and Production Engineering</b>	full-time first-cycle studies	<b>3800</b>	<b>1800</b>	<b>2600</b>	<b>1300</b>
	full-time second-cycle studies	<b>4000</b>	<b>2000</b>	<b>2800</b>	<b>1400</b>
<b>Management and Production Engineering, major: Electro-mobility</b>	full-time second-cycle studies	<b>7800</b>	<b>3900</b>	<b>5000</b>	<b>2500</b>
<b>Management</b>	full-time first cycle studies	<b>2800</b>	<b>1400</b>	<b>2000</b>	<b>1000</b>
<b>Public health</b>	full-time first-cycle studies	<b>2800</b>	<b>1400</b>	<b>2300</b>	<b>1150</b>
<b>Computer Engineering</b>	Full-time first-cycle studies	<b>3200</b>	<b>1600</b>	<b>2500</b>	<b>1250</b>

\*Citizens of following countries: Armenia, Azerbaijan, Belarus, Georgia, Turkmenistan, Kyrgyzstan, Kazakhstan, Moldova, Mongolia, Tajikistan, Ukraine, Uzbekistan, Russia and Africa.

8. In case of extended deadline for submission of the diploma thesis, after passing all the exams and receiving all the recognitions within the defined dates, a tuition fee in the amount of the monthly instalment for each subsequent commenced month of the extended deadline, in the amount valid for a given semester (after summer semester from November inclusively, after winter semester from May inclusively). The tuition shall be charged for each month until the day of submission of the diploma thesis in the amount valid for a given academic year or valid for last year of study (defined in the regulation valid for last year of conducting the studies), if the major is conducted.
9. Amount of the tuition fee for a semester of a second study major as well as for Individual Study Course and Education Programme is defined by individual decision.
10. In case of belated payment, interest should be paid by student at the rate of the maximum amount that is provided in the Act - A Civil Code. In addition, the interest amounts would be assessed according to the arrears in the form of interest, and would be accrued until the day of bringing the claim in accordance with the art. 482 § 2 of the Civil Code.
11. The student may be deleted from the student list, in case of not making payment for the annual tuition/semester fee or other payments listed in the present Regulations of the Rector of WSEiZ.

<b>Art.2 RECRUITMENT FEE (EUR)</b>		
<b>1.</b>	The Recruitment fee for all fields, levels and forms of study is	18 EUR
<b>Art.3 ENTRY FEE</b>		
<b>1.</b>	Entry fee in full amount for first and second-cycle studies (for Candidates out of WSEiZ) on the fields of the studies: Architecture, Interior Design , Design, Civil Engineering is	175 EUR
<b>a/</b>	Entry fee in full amount for first and second-cycle studies (for Candidates out of WSEiZ) on the fields of the studies: Environmental Protection, Management, Management and Production Engineering, Mechanics and machine construction, Public health is	85 EUR
<b>b/</b>	Entry fee in case of starting studies at the semester higher than I (e.g. transfers from other universities) full-time and part-time studies (first and second-cycle) is	175 EUR
<b>2.</b>	The entry fee for the students resuming the studies or re-established in student rights (if the student has been deleted for reasons attributable to the student) and people registering at WSEiZ for a second time is	150 EUR

## Art. 4 TUITION FEE EXEMPTIONS AND DISCOUNTS

### Tuition fee exemptions:

- |           |  |
|-----------|--|
| <b>1.</b> | The discounts under various promotions regarding entry fee or fees payable up front for the semester, don't add up. The students shall choose more favourable offer for themselves.  |
| <b>2.</b> | The student, who is sent for international studies in the framework of Erasmus+ programme, shall pay the fees in accordance with the Regulations of the recruitment process and according to the rules of realization of the abroad exchange studies and internships in the framework of Erasmus+ programme. |

## Art.5 OTHER CHARGES

<b>1.</b>	The amount of the tuition fee during the leave of absence	90% of tuition fee
<b>2.</b>	Charge for: execution of one component within the subject resulting from programme differences is:	400 PLN
<b>3.</b> <b>a/</b>	Charge for: repetition of the component within the subject (implemented as lectures, recitation classes) resulting from failed exam, unrecognised lectures, recitation classes from the following fields of study: Architecture, Interior Design , Design, Civil Engineering	400 PLN
<b>3.</b> <b>b/</b>	Charge for: repetition of the component within the subject (implemented as practical classes of design or laboratory classes) resulting from failed exam, unrecognised practical classes of design and laboratory classes, from the following fields of study: Architecture, Interior Design, Design, Civil Engineering	600 PLN
<b>4.</b> <b>a/</b>	Charge for: repetition of the component within the subject (implemented as lectures, recitation classes and practical classes of design) resulting from failed exam, unrecognised lectures, recitation classes and practical classes of design from the following fields of study: Environmental Protection, Management, Management and Production Engineering (except of speciality: Electro-mobility), Mechanics and machine construction, Public health, Computer Engineering	400 PLN
<b>4.</b> <b>b/</b>	Charge for: repetition of the component within the subject (implemented as laboratory classes) resulting from failed exam, unrecognised laboratory classes from the following fields of study: Environmental Protection, Management, Management and Production Engineering (except of speciality: Electro-mobility), Mechanics and machine construction, Public health, Computer Engineering	600 PLN
<b>4.</b> <b>c/</b>	Charge for repetition of the component within the subject for the programme of study <i>Management and Engineering Production</i> , second cycle programme <i>speciality: Electro-mobility</i>	1000 PLN
<b>5.</b>	Charge for repetition of the subject: Physical Education	400 PLN
<b>6.</b>	Charge for repetition of OHS	400 PLN

<b>7.</b>	<b>Fees for:</b>	
1)	issuance of electronic student's identity card (the payment shall be made before receiving of the student ID)	22 PLN
2)	issuance of a duplicate of the electronic student's identity card	33 PLN
3)	issuance of a duplicate of the diploma	20 PLN
4)	issuance of a duplicate of the supplement	20 PLN
5)	authentification of the documents mentioned in Art. 78, paragraph 1 of Law of Higher Education and Science, intended for legal rotation abroad.	26 PLN
6)	issuance of a copy of the diploma in foreign language, different than one issued on the grounds of Art. 77, paragraph 2 of Law of Higher Education and Science, intended for legal rotation abroad.	20 PLN
7)	issuance of a copy of the supplement in foreign language, different than one issued on the grounds of Art. 77, paragraph 2 of Law of Higher Education and Science	20 PLN
8)	issuance of certifications for non-students (candidates for studies, graduates)	85 EUR
9)	Payment for archival services (payment is due to be paid at least within seven days from receiving decision about being deleted from the list of students or on the day of submitting the diploma thesis)	150 PLN
<b>8.</b>	Fee connected with transfer of the student to other university with prior consent is:	1500 PLN
<b>9.</b>	Cost of sending a response for student's request or documents (in relation to the study course), at the student's/graduate's requests by mail shall be paid by the student/graduate - cash on delivery.	
<b>10.</b>	The payments may be made in Polish currency (PLN) in the amount equivalent to the average rate of EUR exchange announced by National Polish Bank on the day preceding the day of payment.	
<b>11.</b>	Costs of bank transfers shall be paid by the candidate/student.	
<b>12.</b>	Charges for retention of books lend from the WSEiZ University Library, are defined in the Regulations of the University Library.	
<b>13.</b>	Student, who does not pay the fees to the University on a current basis, will not receive any certifications.	
<b>14.</b>	The documents shall be issued to a person deleted from the student list, when he/she pays all the debts towards the University, including a tuition fee up to the day of dissolution of the agreement and possibly the calculated interest.	

## **ART. 6**

Regulations concerning charges for the studies co-funded by the European Union (in the frameworks of POKL projects) are included into the other regulations.