



**Agreement No. .... /2018/2019  
regarding the terms of payment for studies  
in English in a stationary system**

concluded on ..... in Lublin

between

the University of Economics and Innovation, hereinafter referred to as the University, represented by

.....

and

Student .....

residing in .....

hereinafter referred to as the Student.

**§ 1**

**Legal basis of the Agreement / General provisions**

1. This Agreement lays down the conditions for payment of tuition fees pursuant to the provisions of Art. 160a and Art. 99 in conjunction with Art. 99a of the Act - Higher Education Law of 27 July 2005 (Journal of Laws of 2016, item 1842, as amended)
2. The following provisions shall apply in matters not covered by this Agreement: applicable provisions of the Civil Code and the Regulations of studies of WSEI in Lublin (hereinafter referred to as the Regulations) and the Statute of WSEI in Lublin, as well as the applicable dispositions of the Rector and the Chancellor of WSEI.
3. The detailed rules of paying tuition fees for studies are regulated by the Regulations of payment for studies at the University of Economics and Innovation in Lublin applicable for a given academic year.
4. The following provisions do not apply to this Agreement: provisions of the Regulations of studies and the Regulations of payment for studies related to the scholarships, discounts and price reductions.

**§ 2**

**Subject and term of the contract**

1. The subject of the Agreement are the rules of studying and conditions of payment for studies in English in the stationary system in the major ....., hereinafter referred to as the "Studies".
2. The Agreement is concluded for the duration of the studies, which is for ..... semesters.
3. If the duration of studies is extended in accordance with the terms and

conditions provided for in the Regulations of studies or other applicable regulations, this Agreement shall be extended accordingly.

4. This Agreement shall be terminated before the expiry of the time limit referred to in sec. 2 in case of:

- a) the final deletion from the list of students;
- b) submitting a written resignation from the studies.

5. The contract expires by law on the date of the Student's graduation.

### **§ 3**

#### **Rights and obligations of the parties**

I. The Student is obliged to:

1. Abide by all duties imposed on him/her by the Act, the WSEI Statute and the WSEI Regulations of studies as well as to abide by the internal legislation of the University.

2. Inform the University in the written form about the changes of his/her personal data included in this Agreement, including the address of residence. The Student will be burdened by the consequences of not fulfilling this obligation.

3. Pay the tuition fees according to the time schedule throughout the duration of the course.

4. Apart from the tuition fees, the Student shall pay the following fees on time:

**1) recruitment fee – 150.00 EURO (SINGLE PAYMENT, NON-REPAYABLE)**

2) fees for attending the classes not covered by the plan of studies according to the Regulations of payment for studies

3) the amount of the fee for repetition of the failed form of classes due to the unsatisfactory results in the stationary and non-stationary system in the first and second degree for each ECTS point assigned to the given form of classes is:

- 35 PLN for 1 ECTS point for unified master's studies,
- 30 PLN for 1 ECTS point in engineering studies,
- 25 PLN for 1 ECTS point in other majors,

4) for issuing the electronic ID - 17.00 PLN

5) for issuing the duplicate documents:

a) student ID - 25 PLN

6) for issuing an additional copy of diploma in translation in the foreign language - 30.00 PLN

7) for the legalization of documents intended for legal transactions abroad - 15.00 PLN

8) for issuing other documents - 20.00 PLN

9) for re-establishing the student - 100.00 PLN

5. Fees are payable in the amount and on the terms and conditions specified in the Regulations of payment for studies at the University of Economics and Innovation in Lublin and the Chancellor's / Rector's dispositions.

6. The deadline for payment is determined by the date of the funds transfer to the University's account. If the deadline falls on a Saturday or a public holiday, the deadline is considered to be retained if the payment is made on the first working day following that date.

7. In case of paying different fees in a single payment, one should state the specific titles of all the payments.

**8. The tuition fee for one year of study (i.e. 2 semesters) is reimbursed in full to the student only in case of a visa denial. The visa denial must be confirmed by an applicable letter from the Embassy and promptly delivered to the seat of the University.**

**9. In case of the resignation from studies (necessarily in a written form) or the deletion from the list of students – the tuition fees for a given academic year are not subject to the reimbursement.**

10. Student may take exams and assignments in the winter or summer exam session provided that all financial obligations towards the University are regulated by making a full payment of tuition fees for the given academic year.

II. The University is obliged to:

1. Provide the education for the student in the first degree / second degree / unified master studies held in a stationary system in accordance with current teaching standards and other legal provisions referring to the higher education.

2. Carry out didactic classes in English by the academic teachers with appropriate scientific, didactic or professional qualifications.

3. Issue for the Student, after the completion of studies and after fulfilling all the conditions set out in the Regulations of studies, the diploma of the completion of the higher education studies in accordance with the applicable legal provisions, to which the University is entitled to.

4. Implementing the course of studies in accordance with the applicable provisions.

5. Publishing on the website of the University, within the deadlines provided for in the Act and the Regulations of studies, information on the plan of studies and the curriculum as well as on the amount and date of payment of the tuition fees.

6. Allow students to periodically evaluate the quality of education

7. Abide by the Student's rights as provided for in the Act and the Regulations of studies.

## **§ 4**

### **Declarations of the parties**

1. The University declares that it meets the conditions, including personnel and necessary material equipment, to conduct the education at the studies referred to in §2.

2. Moreover, the University declares that:

a) it meets the conditions which must be met by the organizational units of the University to conduct studies in a specific major and level of education specified in separate regulations,

b) The organization of the course of studies and student's rights and obligations resulting from it shall be determined by the WSEI Regulations of studies,

c) Studies at the University are conducted according to plans of studies and curricula in accordance with applicable provisions.

3. The University declares that the amount of the tuition fees may change in

particular in the following cases:

a) changes justified by the objective criteria, independently of the WSEI, in particular by inflation changes (according to the index of changes in prices of consumer goods and services published by the President of the Central Statistical Office);

b) changes in the number of hours in the curricula for a given major which lead to the changes in fees (calculated proportionally to the initial state);

c) an extraordinary change in the economic relations, in particular change in the tax system, etc.

d) change of the year of studies provided that new tuition fees are applied for the new year of studies.

4. Student declares that he/she got acquainted with and accepts the Regulations of studies, the Statute of the University, the Regulations of payment for studies at the University of Economics and Innovation in Lublin.

5. Student is obliged to participate regularly in all classes resulting from the curriculum and to take examinations and assignments in a timely manner in the winter and summer exam session.

6. Student declares that he/she meets all the statutory defined requirements which entitle him/her to take up and pursue studies at universities in the territory of the Republic of Poland.

## **§ 5**

### **Final Provisions**

1. Changes to the content of this Agreement may be made in the form of an annex with the consent of both parties.

2. The Agreement is made in two identical copies, one for each party.

3. The Agreement comes into force on the day of its signing and is valid during the course of studies.

4. The Agreement expires:

1) with the date of the final decision on deletion from the list of students.

2) after graduation.

.....  
On behalf of the University

.....  
Student