

**Rules of Payments
for higher education students
WSB Merito University in Wrocław**

Faculty of Economics in Opole Branch of WSB Merito University in Wrocław

**2024/2025 academic year
Summer admission**

**RULES OF PAYMENTS FOR HIGHER EDUCATION
STUDENTS
OF THE WSB MERITO UNIVERSITY IN WROCLAW
AT THE FACULTY IN OPOLE
SUMMER ADMISSION**

§ 1 GENERAL PROVISIONS

1. There is a fee for studying at WSB Merito University in Wrocław.
2. These Regulations set out the types of fees and how they are to be paid by Students starting in the academic year **2024/2025 from the summer intake.**
3. The amount of fees, the timetable for their payment and a list of additional fees is determined for each intake of students by the Senate of the WSB Merito University in Wrocław and is published in the **Table of fees for educational services for undergraduate students in Attachment No. 1 to these Regulations, hereinafter referred to as the Table of fees.**
4. Fees are paid by bank transfer to the University's bank account. The date of payment is the date of receipt of funds to the University's bank account.
5. The tasks of the Dean set out in these Regulations may be delegated to other persons on the basis of a power of attorney.

§ 2 TUITION FEES

1. Whenever the term '**tuition fees**' appears in these regulations, it will be used to refer to the provision of educational services relating to related to full-time and part-time study.
2. The university operates two tuition fee payment systems:
 - a) Equal tuition fees - for undergraduate students,
 - b) Graduated tuition fees - for undergraduate Students, excluding foreigners referred to in §5.
3. Tuition fees are paid by the Student in the chosen system as specified in the Educational Services Agreement. The declared payment system shall be valid until the end of studies, subject to para. 5.
4. **Changing the choice of tuition fee payment system** requires the submission of a declaration of change and is only possible until:
 - a) 15 October only for Students admitted to the first year of study in the summer intake,
 - b) 15 March only for Students admitted to the first year of study in the winter intake.
 This does not apply to foreigners referred to in § 5.
5. Tuition fees are paid by the Student in the selected **mode** specified in the Agreement for the provision of educational services. **The basic mode of payment of tuition fees during the academic year is payment in 10 instalments**, which is the basis for calculation of the price of educational services. Tuition fees may be paid in addition:
 - a) in 1 instalment (annual fee), subject to paragraph 7,
 - b) in 2 (semester) instalments,
 - c) in 12 monthly instalments, subject to paragraph 7.
6. In the final year of study it is not possible to divide tuition fees into 12 instalments. In this case, the basic mode of paying tuition fees, i.e. payment in 10 instalments, applies, unless the Student has made a choice of paying tuition fees in 1 or 2 instalments. In the case of 7-semester undergraduate engineering studies and 3-semester graduate engineering studies in the last semester, there is no possibility to pay tuition fees in 1 instalment (in this case and in the absence of a

choice of any other mode, the semester mode of paying tuition fees applies).

7. **A change in the mode of payment of tuition fees** in a given semester requires the submission of a declaration and is only possible until:
 - a) 31 October for fees paid in the winter term,
 - b) 31 March for fees paid in the summer term.
8. In particularly justified cases, at the written motivated request of the Student, the Dean may change the mode of payment of tuition fees on the basis of a declaration submitted by the Student outside the deadlines specified in para. 8.
9. In the event of a change in the form, course, speciality or type of study, the amount of tuition fees is changed in accordance with the agreed form, type, speciality or course of study.

§ 3 TRANSFER FROM ANOTHER UNIVERSITY TO A HIGHER SEMESTER.

1. 1.A student may apply for transfer to a higher semester of study in accordance with the applicable regulations and study regulations.
2. 2.In case of transfer, the Student shall pay the fees in the tuition system equal to the year to which he/she is transferred, as provided for in the fee regulations in force in the academic year in which the transfer takes place. He/she is not entitled to benefit from promotions regarding tuition fees.

§ 4 RESUMPTION OF STUDIES, REPEATING A SUBJECT, REPEATING A SEMESTER, LEAVE OF ABSENCE FROM CLASSES, ANOTHER SPECIALITY, CURRICULUM DIFFERENCES, OPTIONAL SUBJECTS

1. A student may apply for resumption of studies only after prior settlement with the University. This student is not eligible for tuition fee promotions.
2. A student resuming studies after being struck off the list of students shall pay the fees in the tuition fee system equal to those stipulated for the year and field of study in which they are resuming studies. The student shall pay the fees provided for in the fee regulations in force in the academic year in which the studies are resumed.
3. A student continuing his/her studies not with his/her year, with whom he/she has commenced studies (returning from a dean's leave, sent to repeat a semester), shall pay fees in accordance with the agreement for provision of educational services in force.
4. Students who have passed at least one course in the semester from which they have been referred for repetition are entitled to a reduction in tuition fees of 30% in the semester repeated.
5. If a leave of absence from classes is granted, the student is obliged to pay tuition fees in proportion to the period of study used, the period of study being understood as 10 months. If a Student has paid tuition fees for a semester or a year in advance, he/she will receive a refund from the University of the part of the tuition fee paid in advance for the unused study period.
6. A student starting a new speciality, bridging curriculum gaps, completing optional subjects or repeating a subject pays the applicable tuition fees and an additional fee specified in in the Table of Fees in Attachment 1 to these Regulations.

§ 5 RULES ON FEES AND PROMOTIONS APPLICABLE TO FOREIGN STUDENTS WHO DO NOT ENJOY THE RIGHT TO EQUAL TREATMENT WITH POLISH NATIONALS OR THE RIGHT TO BE TREATED NO LESS FAVOURABLY THAN FOREIGNERS TREATED EQUALLY WITH POLISH NATIONALS

1. Foreigners pursuing studies in the Polish language who do not enjoy the right to be treated equally with Polish citizens or the right to be treated no less favourably than foreigners who are treated equally with Polish citizens are charged fees according to the rules set out in these regulations with the following exceptions:
 - a) the tuition fee for higher education may be paid by means of an annual fee system, two semester instalments in each year of study or 10 instalments in each year of study, in accordance with the Educational Services Agreement, but only on a tuition-equivalent basis,
 - b) a one-off adaptation fee of EUR 100, but no less than PLN 450, payable upon submission of the documents, admission documents,
 - c) These students are eligible for promotions relating to the enrolment fee, tuition fees and adaptation fee in accordance with the promotion regulations.
2. foreigners pursuing higher education studies in specialities who do not enjoy the right to be treated equally with Polish citizens or the right to be treated no less favourably than foreigners treated equally with Polish citizens shall pay fees according to the rules set out in these regulations with the following exceptions:
 - a) The tuition fees for the specialities *International Business* are EUR 1,800, but no less than PLN 8,800 in the system of an annual fee or two equal semester instalments in each year of study, in accordance with the Educational Services Agreement, but only in the system of equal tuition fees,
 - b) The tuition fees for the specialities *International Management* are EUR 1,800, but no less than PLN 8,800 in the system of an annual fee or two equal semester instalments in each year of study, in accordance with the Educational Services Contract,
 - c) A one-off adaptation fee of EUR 100, but no less than PLN 450, is payable on submission of the enrolment documents,
 - d) These students are not eligible for promotions on tuition fees and adaptation fee, with exceptions specified in the promotion regulations,
 - e) These students are not eligible for promotions relating to an enrolment fee of EUR 20, but not less than PLN 85, with exceptions specified in the promotion regulations.

§ 6 OTHER CHARGES

1. The University collects one-off fees for reasons other than tuition fees in the amount and on the date indicated in the Table of Fees attached as Attachment 1 to these Regulations.
2. Whenever the term "other fees" appears in these regulations, it shall refer to fees related to the provision of educational services, i.e. in particular proceedings related to the resumption of studies, the issuance of documents related to the course of studies or duplicates of such documents.
3. Students referred to study abroad pay fees set individually by the Dean.
4. A student participating in field exercises, training camps or other forms of preparation for a profession in accordance with the applicable curriculum, held outside the seat of the Academy and organised by the Academy, pays a fee hereinafter referred to as the Field Exercise Fee, which covers the costs of, among others,

food, travel, insurance, entrance tickets, accommodation, etc.

5. Students mentioned in §5 pay a one-time adaptation fee related to the process of preparing them by the University to carry out the education process, including: organisation of optional Polish language classes, maintenance of the University's organisational development, e.g. English language Extranet, costs of translations of documents necessary for carrying out the education process.
6. Students pay a fee for the preparation of the graduation process, which covers the costs of the process, in particular for the preparation of the graduation examinations and the graduation process depending on the degree programme.

§ 7 CHARGES FOR LATE PAYMENT OF FINANCIAL OBLIGATIONS

1. In the event of payment of tuition fees after the deadline resulting from the the schedule of payment of tuition fees, statutory interest shall be charged, calculated on the overdue amount, from from the day following the due date of the tuition fee, until the designated tuition fee instalment is paid in full.
2. In the case of payment of tuition fees after the deadline resulting from the the tuition fee payment schedule, the Student crossed off the from the list of students will be charged with statutory interest, calculated on the overdue amount for each day of delay until the date of repayment of the debt.
3. Interest shall be calculated in accordance with the general rules under civil law provisions, in particular those contained in the Civil Code.

§ 8 ARREARS OF FEES

1. In particularly justified cases, upon a motivated application of the Student, it is possible to defer the tuition fee payment deadline on the basis of the Dean's decision. A student who has been granted permission to defer payment is not obliged to to pay interest for late payment for the period counted from the date of the application to the timely payment of obligations resulting from the Dean's decision.
2. In the case of arrears in tuition fees, the University calls on the Student to pay the arrears. If the payment is not made by the specified deadline, the Rector may issue a decision of expelling the Student from the list of students, against which the Student is entitled to submit an application for reconsideration of the case in accordance with the procedure laid down in the Academic Regulations and in accordance with the applicable legislation.
3. In the event of arrears in tuition fees, irrespective of the consequences arising from the Rules of Studies, the University reserves the right to take action against the Student as stipulated by the law to recover the debt.

§ 9 UNIVERSITY'S COMMUNICATION WITH THE STUDENT

1. The student undertakes to notify the Dean's Office of the Faculty in which he/she is studying immediately, i.e. within one month at the latest, in writing of any change of name, residential address, correspondence address, telephone numbers and e-mail address.
2. The University undertakes to notify the Student immediately, i.e. within one month at the latest, in

writing of any change in the name, contact details and registered office of the University.

3. Failure to notify a change of address in accordance with paragraphs 1 and 2 shall result in service of the correspondence to the previous known addresses.
4. With the exception of cases indicated by separate legal regulations, the primary tool for communication between the University and the Student and the Student and the University is the Extranet - an internal Internet service where information necessary for the Student is systematically posted, in particular regulations and orders concerning Students.

§ 10 MATERIAL AID FOR STUDENTS

1. A student is entitled to benefit from material aid financed from the state budget in the form set out in the Law on Higher Education and Science and the Regulations of Benefits for Students of the WSB Merito University in Wrocław.
2. A student is entitled to benefit from material aid or promotions provided by the University, as specified in the in the Promotion Regulations.

§ 11 RESIGNATIONS AND DELETIONS

1. Students in the summer intake of the first year of study have the right to withdraw from the course without financial consequences by submitting a statement of withdrawal in writing with their own signature by the last day of August before the start of the course.

2. A student in the winter intake of the first year of study has the right to withdraw from the course without financial consequences by submitting a statement of withdrawal in writing with his/her own signature by the last day of February before the start of the course.
3. In the event that the Student resigns from the course of study in writing with his/her signature or is struck off for any other reason, the Student is obliged to pay tuition fees proportionally to the period of studies used, however, regardless of the mode of payment declared by the Student, tuition fees are settled in the ratio of 10 months.
4. A student who has paid tuition fees for a semester or a year in advance in the case of resignation from studies or cancellation for any other reason will receive from the University a refund of a part of the tuition fees paid in advance for the unused period of studies referred to in section 3.
5. Removal from the list of students may take place for the reasons set out in the Academic Regulations.

§ 12 FINAL SETTLEMENT WITH THE UNIVERSITY

1. A student struck off the list of students is obliged to settle accounts with the University within 30 days of being struck off.
2. A student completing a degree programme is obliged to settle accounts with the with the University at the latest 5 days before the scheduled date of the thesis viva-voce.

Attachment No. 1 to the Rules of Payments for Students of Higher Education at WSB Merito University in Wrocław

Schedule of fees for educational services for undergraduate students valid for the academic year 2024/2025

Faculty of Opole- Summer Admission

Standard schedule for payment of tuition fees for studies

12 instalments	Summer admission	Winter admission	10 instalments	Summer admission	Winter admission	2 instalments	Summer admission	Winter admission	1 instalment	Summer admission	Winter admission
1 st instalment	30.09	28.02	1 st instalment	30.09	28.02	1 st instalment	30.09	28.02	1 st instalment	30.09	28.02
2 nd instalment	31.10	31.03	2 nd instalment	31.10	31.03						
3 rd instalment	30.11	30.04	3 rd instalment	30.11	30.04						
4 th instalment	31.12	31.05	4 th instalment	31.12	31.05						
5 th instalment	31.01	30.06	5 th instalment	31.01	30.06						
6 th instalment	28.02	31.07	6 th instalment	28.02	30.09	2 nd instalment	28.02	30.09			
7 th instalment	31.03	31.08	7 th instalment	31.03	31.10						
8 th instalment	30.04	30.09	8 th instalment	30.04	30.11						
9 th instalment	31.05	31.10	9 th instalment	31.05	31.12						
10 th instalment	30.06	30.11	10 th instalment	30.06	31.01						
11 th instalment	31.07	31.12									
12 th instalment	31.08	31.01									
Final year students pay the last tuition fee instalment for a choice of 10 instalments by 15.06.											

TUITION FIRST DEGREE STUDIES

Amount of fees for first-cycle studies leading to a professional title: bachelor's degree at the Faculty of Economics in Opole, Branch of the WSB Merito University in Wrocław for students who start their studies in the academic year 2024/2025 - summer recruitment, covering the following fields: 1. In the field of Administration and internal security, Finance and accounting, Media and Business Communication, Management, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES					
		Instalment amount	Total fees for the year	1st year		2nd year		3rd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
annual fee	1	5 100 zł	5 100 zł	4 000 zł	4 000 zł	5 600 zł	5 600 zł	6 300 zł	6 300 zł
semester fee	2	2 550 zł	5 100 zł	2 000 zł	4 000 zł	2 800 zł	5 600 zł	3 150 zł	6 300 zł

monthly fee 10	10	525 zł	5 250 zł	412 zł	4 120 zł	577 zł	5 770 zł	649 zł	6 490 zł
monthly fee 12	12	451 zł	5 412 zł	353 zł	4 236 zł	495 zł	5 940 zł	x	x

2. In the field of Dietetics, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES					
		Instalment amount	Total fees for the year	1st year		2nd year		3rd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
annual fee	1	5 950 zł	5 950 zł	4 850 zł	4 850 zł	6 450 zł	6 450 zł	7 150 zł	7 150 zł
semester fee	2	2 975 zł	5 950 zł	2 425 zł	4 850 zł	3 225 zł	6 450 zł	3 575 zł	7 150 zł
monthly fee 10	10	613 zł	6 130 zł	500 zł	5 000 zł	664 zł	6 640 zł	736 zł	7 360 zł
monthly fee 12	12	526 zł	6 312 zł	428 zł	5 136 zł	570 zł	6 840 zł	x	x

3. In the field of Cosmetology, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES					
		Instalment amount	Total fees for the year	1st year		2nd year		3rd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
annual fee	1	5 950 zł	5 950 zł	4 850 zł	4 850 zł	6 450 zł	6 450 zł	7 150 zł	7 150 zł
semester fee	2	2 975 zł	5 950 zł	2 425 zł	4 850 zł	3 225 zł	6 450 zł	3 575 zł	7 150 zł
monthly fee 10	10	613 zł	6 130 zł	500 zł	5 000 zł	664 zł	6 640 zł	736 zł	7 360 zł
monthly fee 12	12	526 zł	6 312 zł	428 zł	5 136 zł	570 zł	6 840 zł	x	x

4. In the field of Pedagogy, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES					
		Instalment amount	Total fees for the year	1st year		2nd year		3rd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
annual fee	1	4 950 zł	4 950 zł	3 850 zł	3 850 zł	5 450 zł	5 450 zł	6 150 zł	6 150 zł
semester fee	2	2 475 zł	4 950 zł	1 925 zł	3 850 zł	2 725 zł	5 450 zł	3 075 zł	6 150 zł
monthly fee 10	10	510 zł	5 100 zł	397 zł	3 970 zł	561 zł	5 610 zł	633 zł	6 330 zł
monthly fee 12	12	437 zł	5 244 zł	340 zł	4 080 zł	481 zł	5 772 zł	x	x

5. On the course Law in business, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES					
		Instalment amount	Total fees for the year	1st year		2nd year		3rd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year

annual fee	1	4 950 zł	4 950 zł	3 850 zł	3 850 zł	5 450 zł	5 450 zł	6 150 zł	6 150 zł
semester fee	2	2 475 zł	4 950 zł	1 925 zł	3 850 zł	2 725 zł	5 450 zł	3 075 zł	6 150 zł
monthly fee 10	10	510 zł	5 100 zł	397 zł	3 970 zł	561 zł	5 610 zł	633 zł	6 330 zł
monthly fee 12	12	437 zł	5 244 zł	340 zł	4 080 zł	481 zł	5 772 zł	x	x

6. Tuition only under the equal tuition system for Polish students and Foreigners who enjoy the right to be treated equally with Polish citizens or the right to be treated no less favorably than foreigners treated equally with Polish citizens in specialties in English.

Specialization in International Business (English-language track) - management faculty, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES	
		Instalment amount	Total fees for the year
annual fee	1	6 000 zł	6 000 zł
semester fee	2	3 000 zł	6 000 zł
monthly fee 10	10	618 zł	6 180 zł
monthly fee 12	12	530 zł	6 360 zł

The rules for fees charged to foreigners pursuing higher education in English language specialties who do not enjoy the right to equal treatment with Polish citizens or the right to treatment no less favorable than foreigners treated equally with Polish citizens are set forth in § 5 of the fee regulations.

The amount of fees for bachelor's degree studies leading to the professional title: engineer at the Faculty of Economics at the Opole Branch of the WSB Merito University in Wrocław for students who begin their studies in the academic year 2024/2025-summer intake, covering majors:

1. In the field of Logistics (engineering studies), management engineering full-time and part-time form.

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES							
				1st year		2nd year		3rd year		4rd year	
		Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
annual fee	1	5 100 zł	5 100 zł	4 000 zł	4 000 zł	5 600 zł	5 600 zł	6 300 zł	6 300 zł	x	x
semester fee	2	2 550 zł	5 100 zł	2 000 zł	4 000 zł	2 800 zł	5 600 zł	3 150 zł	6 300 zł	3 150 zł	3 150 zł
monthly fee 10/5	10/5	525 zł	5 250 zł	412 zł	4 120 zł	577 zł	5 770 zł	649 zł	6 490 zł	649 zł	3 245 zł
monthly fee 12	12	451 zł	5 412 zł	353 zł	4 236 zł	495 zł	5 940 zł	557 zł	6 684 zł	x	x

In the fourth year of the first degree program, it is possible to choose only a semester fee or a monthly fee in the form of a 5-rate payment system.

FEES

UNIFORM MASTER'S DEGREE PROGRAM

The amount of fees for uniform master's studies leading to the professional title: master's degree at the Faculty of Economics at the Opole Branch of the WSB Merito University in Wrocław for students who begin their studies in the academic year 2024/2025 - summer intake, covering majors:

1. in the field of Psychology, single master's degree studies - full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES									
				1st year		2nd year		3rd year		4nd year		5nd year	
		Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year	Instalment amount	Total fees for the year

	nts	t		t		t		t		t		nt	year
annual fee	1	6 600 zł	6 600 zł	4 600 zł	4 600 zł	6 200 zł	6 200 zł	7 400 zł	7 400 zł	8 000 zł	8 000 zł	8 400 zł	8 400 zł
semester fee	2	3 300 zł	6 600 zł	2 300 zł	4 600 zł	3 100 zł	6 200 zł	3 700 zł	7 400 zł	4 000 zł	8 000 zł	4 200 zł	8 400 zł
monthly fee 10	10	680 zł	6 800 zł	474 zł	4 740 zł	639 zł	6 390 zł	762 zł	7 620 zł	824 zł	8 240 zł	865 zł	8 650 zł
monthly fee 12	12	583 zł	6 996 zł	406 zł	4 872 zł	548 zł	6 576 zł	654 zł	7 848 zł	707 zł	8 484 zł	x	x

**TUITION FEES FOR SECOND DEGREE STUDIES
TRADITIONAL PATH**

The amount of fees for second-cycle studies leading to the professional title: master's degree at the Faculty of Economics at the Opole Branch of the WSB Merito University in Wrocław for students who begin their studies in the academic year 2024/2025 - summer intake, covering majors:

1. On the course Administration and internal security, Finance and accounting, Management, part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES			
		Instalment amount	Total fees for the year	1st year		2nd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
opłata roczna	1	5 600 zł	5 600 zł	4 500 zł	4 500 zł	7 300 zł	7 300 zł
opłata semestralna	2	2 800 zł	5 600 zł	2 250 zł	4 500 zł	3 650 zł	7 300 zł
opłata miesięczna 10	10	577 zł	5 770 zł	464 zł	4 640 zł	752 zł	7 520 zł
opłata miesięczna 12	12	495 zł	5 940 zł	398 zł	4 776 zł	x	x

2. In the field of Pedagogy, part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES			
		Instalment amount	Total fees for the year	1st year		2nd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
opłata roczna	1	5 400 zł	5 400 zł	4 300 zł	4 300 zł	7 100 zł	7 100 zł
opłata semestralna	2	2 700 zł	5 400 zł	2 150 zł	4 300 zł	3 550 zł	7 100 zł
opłata miesięczna 10	10	556 zł	5 560 zł	443 zł	4 430 zł	731 zł	7 310 zł
opłata miesięczna 12	12	477 zł	5 724 zł	380 zł	4 560 zł	x	x

2. tuition only in the system of equal tuition for Polish students and Foreigners who enjoy the right to equal treatment with Polish citizens or the right to treatment no less favorable than foreigners treated equally with Polish citizens in specialties in English.

Specialization in International Management (English-language track) - management faculty, full-time and part-time form

Fee system	Number of instalments	EQUAL TUITION FEES	
		Instalment amount	Total fees for the year
annual fee	1	6 000 zł	6 000 zł
semester fee	2	3 000 zł	6 000 zł
monthly fee 10	10	618 zł	6 180 zł
monthly fee 12	12	530 zł	6 360 zł

TUITION FEES FOR SECOND DEGREE STUDIES PATH WITH POSTGRADUATE STUDIES

The amount of fees for second-cycle studies with SP leading to the professional title: master's degree at the Faculty of Economics at the Opole Branch of the WSB Merito University in Wrocław for students who begin their studies in the academic year 2024/2025 - summer intake, including courses:

1. On the course Administration and internal security, Finance and accounting, Management, part-time form

Fee system	Number of instalments	EQUAL TUITION FEES		GRADED TUITION FEES			
		Instalment amount	Total fees for the year	1st year		2nd year	
				Instalment amount	Total fees for the year	Instalment amount	Total fees for the year
annual fee	1	6 500 zł	6 500 zł	5 400 zł	5 400 zł	8 200 zł	8 200 zł
semester fee	2	3 250 zł	6 500 zł	2 700 zł	5 400 zł	4 100 zł	8 200 zł
opłata miesięczna 10	10	670 zł	6 700 zł	556 zł	5 560 zł	845 zł	8 450 zł
opłata miesięczna 12	12	574zł	6 888 zł	477 zł	5 724 zł	x	x

Table of additional charges

Type of charge	Amount	Deadline for payment
1. Fees for the issue of documents in accordance with §36 of the Decree of the Minister responsible for higher education on studies		
Fee for the issue of a postgraduate certificate in graduate studies	PLN 30	In accordance with the schedule for payment of the last tuition instalment
Fee for issuing and replacing an electronic student card	PLN 22	In accordance with the schedule for payment of the first instalment of tuition fees
Fee for issuing an additional copy of a diploma translated into a foreign language	PLN 20	7 days from the date of application
Fee for issuing an additional copy of the Diploma Supplement in foreign language translation	PLN 20	7 days from the date of application
Fee for authentication of documents intended for legal circulation with foreign countries, as referred to in Article 78(4) of the Act of 20 July 2018. - Law on higher education and science	PLN 26	Ongoing
2. Fees for issuing duplicate documents in accordance with §36 of the Decree of the Minister responsible for higher education on studies		
Fees for duplicate documents:	electronic student card - PLN 33	14 days from the date of application
	graduation diploma - PLN 20	
	certificate of completion of postgraduate studies at the second level - PLN 45	
	Supplement to the graduation diploma - PLN 20.	
	additional copy of graduation diploma in translation into foreign language (English) - PLN 20	
	additional copy of the diploma supplement in foreign language translation (English) - PLN 20	
3. Other:		
Admission fee for higher education	PLN 85	On admission to studies
One-off adaptation fee for studies in Polish and English for foreigners who do not enjoy the right to be treated equally with Polish citizens or the right to be treated no less favourably than foreigners treated equally with Polish citizens	450 PLN / 100 Euro	On admission to studies
Fee for the resumption of studies (reinstatement fee)	PLN 500	7 days after the decision
Fee for processing an application for transfer from another university	PLN 500	When submitting an application
The fee for a subject repeated, constituting a programme difference, pursued for the purpose of studying another specialisation or passed pursuant to §3 pt. 1 of the Rules of Payments	PLN 400 per item	Ongoing
The fee for a repeated course, constituting a programme difference, pursued for the study of another specialisation or passed on the basis of §3 pt. 1 of the Rules of Payments , for an English-language specialisation	PLN 500 per item	Ongoing
Interest on late payment of fees	statutory	Ongoing
Retention fee for library books	PLN 0.5 per day of delay	Ongoing
Library reader retention fee	PLN 1 per day of delay	Ongoing
Fee for field exercises, field trips, other forms of professional preparation	These costs shall not exceed PLN 1,000 for the duration of the studies	Ongoing

Fee for repeating a semester	70% of catalogue tuition fees	In accordance with the tuition payment schedule
Fee for repeating a semester in English-speaking specialities	70% of catalogue tuition fees	In accordance with the tuition payment schedule
Fee for proceedings relating to the validation of learning outcomes	PLN 1000	When submitting an application
Fee for Individual Study Organisation (IOS) (fee for the procedure related to the determination of the terms of the Individual Study Organisation)	PLN 500	Twice a year October/March
Fee for second specialisation (also applies to second specialisation in Philology)	PLN 400 per item	In accordance with the fee schedule
Fee for issuing, at the student's request, translations of documents related to the course of studies other than those specified in Article 79 of the Act - Law on Higher Education and Science - (English language)	PLN 500	When submitting an application
Diploma preparation fee	PLN 85	In accordance with the schedule for payment of the last tuition instalment
Discount for Erasmus students (settled during the semester)	Reduction of PLN1,000 (in one semester only)	In accordance with the tuition payment schedule