

**Order
of the Rector of Andrzej Frycz Modrzewski Krakow University
No. ZR/2023/0038**

of April 28, 2023

on the payment of fees for medical programme studies for students admitted to the University for the academic year 2023/2024

Pursuant to Article 23(1) and (2)(10) as well as Article 80(1) to (3) of the Law on Higher Education and Science of July 20, 2018 (Consolidated Text, Journal of Laws of 2023, item 742) in connection with Article 8(1) and (2)(20) of the Statutes of Andrzej Frycz Modrzewski Krakow University, it is ordered as follows:

General provisions

Article 1

1. The Order regulates the payment of fees for medical programme long-cycle Master's degree studies conducted at Andrzej Frycz Modrzewski Krakow University.
2. The Order applies to candidates who have been admitted to studies commencing in the academic year 2023/2024 in the application process (recruitment).
3. Students who have transferred from other higher education institutions as well as those who have been readmitted to the University after having had their registration terminated shall pay their fees in accordance with the regulations in force in the year (semester) of studies in which they have been enrolled.

Article 2

1. Where the course of studies is extended due to reasons attributable to the student, particularly in the event of retaking a semester or an academic year or taking a long-term leave of absence, the student shall pay the tuition fees in line with terms applicable to the admission process with which the studies are continued.
2. The terms referred to in section 1 are binding for the student on condition that they have been delivered to them or made available by electronic means of communication, and the student has not submitted their withdrawal request within 14 days of the delivery or electronic publication of the terms.

Article 3

If nothing else results from the further provisions, the prices in PLN shall apply to studies in Polish and prices in EUR to studies in English.

Registration Fee

Article 4

1. A candidate qualified for the first year of study shall pay the registration fee of 2 500 PLN (625 EUR).
2. The payment of the registration fee shall be made within a 7-day period following the enrolment or delivery of the admission decision.

Tuition Fee

Article 5

1. The payment of the tuition fee is due in advance for the entire semester.
2. Starting from the third semester of studies, the tuition fee may also be paid in instalments (5 instalments per semester).

Article 6

1. A student who intends to pay tuition fees in instalments shall submit to the dean's office a declaration notifying that their further tuition fees will be paid in instalments.
2. Such a declaration must be submitted by July 31 (for the winter semester) or by January 31 (for the summer semester).
3. Once submitted, the declaration shall bind the student until the end of their period of study, unless it is withdrawn. The student may withdraw the declaration before the beginning of each subsequent semester. The declaration should be withdrawn within the time limit mentioned in section 2.
4. The payment of the tuition fee of a student who fails to submit the declaration or has withdrawn the submitted declaration is due in advance for an entire semester.

Article 7

1. The payment of the tuition fee for the first semester of studies is due by October 10, 2023 unless the due date of payment of the registration fee is later than October 10, 2023, in which case both fees shall be paid at once.
2. The payment of the tuition fee for the following semesters is due:
 - 1) for the summer semester – by February 10,
 - 2) for the winter semester – by September 10.
3. The payment of the tuition fee in instalments is due:
 - 1) in the winter semester:
 - a) 1st instalment by September 10,
 - b) 2nd instalment by October 10,
 - c) 3rd instalment by November 10 ,
 - d) 4th instalment by December 10 ,
 - e) 5th instalment by January 10 ;
 - 2) in the summer semester:
 - a) 1st instalment by February 10,
 - b) 2nd instalment by March 10,
 - c) 3rd instalment by April 10,
 - d) 4th instalment by May 10,
 - e) 5th instalment by June 10.

Article 8

The tuition fee for one semester of studies paid in advance is:

	1 st year	2 nd year	3 rd year	4 th year	5 th year	6 th year
Studies in Polish	26 000 PLN	27 000 PLN	29 000 PLN	31 000 PLN	33 000 PLN	31 000 PLN
Studies in English	7 500 €	7 750 €	8 250 €	8 750 €	9 250 €	8 750 €

Article 9

The tuition fee for one semester of studies paid in instalments is:

		2 nd year	3 rd year	4 th year	5 th year	6 th year
Studies in Polish	5 x	5 400 PLN	5 800 PLN	6 200 PLN	6 600 PLN	6 200 PLN
Studies in English	5 x	1 550 €	1 650 €	1 750 €	1 850 €	1 750 €

Student Loan for Medical Studies

Article 10

1. A student requesting a student loan for medical studies (hereinafter referred to as loan) for the first time shall submit the following to the dean's office:

- 1) a declaration in accordance with the template developed by the University and
- 2) a copy of a concluded loan agreement (original document available for inspection.)
2. The declaration referred to in section 1(1) shall be submitted within the due date for the tuition fee payment referred to in Article 7(1-2). A copy of the loan agreement shall be submitted to the dean's office immediately after its conclusion, however, not later than until November 10, and in the summer semester until April 10.
3. The student referred to in Article 1 shall pay the tuition fee reduced by the requested loan instalment that is not higher than the maximum loan amount determined pursuant to Article 103a(11) of the Law on Higher Education and Science of July 20, 2018, provided that the requirements referred to in section 1(1 and 2) are fulfilled in due time.
4. A student granted with a loan shall pay their tuition fee for consecutive semesters reduced by the agreed loan instalment, provided that they meet all the required formalities in due time and the bank completes the payment of a consecutive loan instalment to the bank account of the University within the date specified in the loan agreement that is not later than 60 days of the commencement of the semester of studies in question. In case of doubt, it is deemed that the winter semester commences on October 1 and the summer semester commences on March 1.
5. Where a student pays their tuition fee in instalments, the fee is reduced by the value of the instalments with the latest payment due date. The remaining instalments shall be paid within the time limits resulting from the applicable payment terms (September 10, October 10, etc., and February 10, March 10, etc. in the summer semester).
6. If according to the Law referred to in section 3, the provisions based on this Law or the loan agreement the loan instalment for a particular semester does not apply or shall be reimbursed, the tuition fee for this particular semester shall be determined on general terms. The student is obliged to cover any potential underpayment within 14 days of the appropriate information being distributed by the University.

Article 11

1. A one semester loan instalment transferred by the bank to the University bank account shall be recorded as a tuition fee for a particular semester.
2. A loan instalment shall not be recorded as any other fees, especially not as a tuition fee for another semester, other educational fees or interests for late payment.
3. If after receiving the payment for a semester loan instalment an overpayment of the tuition fee for a particular semester is recorded, especially in the case where the student has previously paid the full amount of the fee, the University shall reimburse the resulted overpayment within 7 days of receiving the loan instalment, unless according to the Law referred to in Article 10(3), the provisions issued pursuant to this Law or the loan agreement the loan instalment for the particular semester does not apply and shall be reimbursed. The reimbursement shall be processed to the bank account from which the fee payment was made.

Examinations and Credits

Article 12

No fees are charged for examinations and course credits, including resits.

Article 13

The postponement or reinstatement of the date of examination or course completion shall result in the payment of additional 400 PLN (100 EUR) by the student for each new date defined.

Conditional Entry, Course Retake, Studying in Advance

Article 14

The student shall pay 400 PLN (100 EUR) for each short-term conditional entry.

Article 15

1. The course or courses that are to be retaken as well as those completed while studying in advance require a payment of 800 PLN (200 EUR) for each ECTS credit.
2. Retaking a PE course requires a payment of 400 PLN (100 EUR).
3. The tuition fee of a student who received an advance credit shall be reduced by the amount specified in section 1 in the semester in which the completed course should be taken in the regular course of studies.

Semester Retake, Leave of Absence

Article 16

The tuition fee during a semester retake shall be paid on general terms.

Article 17

1. The student on a long-term leave of absence shall pay 400 PLN (100 EUR) for each semester which they spend on a leave of absence.
2. The student applying for a long-term leave of absence shall attach the proof of payment of the fee referred to in section 1 to their application. The payment shall be reimbursed if the leave of absence is not granted.

Individual Study Plan and Programme or Individualised Organisation of Studies

Article 18

1. A student who was granted an individual study plan and programme or an individualised organisation of studies shall pay:
 - 1) the tuition fee on general terms, and
 - 2) 800 PLN (200 EUR) for each additional ECTS credit in a semester.
2. If the student's individual study plan consists in studying in a particular semester an additional course or courses not included in the medical programme studies, the fee referred to in section 1(2) is 120 PLN (30 EUR) per ECTS credit.

Article 19

1. The fee referred to in Article 18(1)(2) shall not be collected if the individual study plan programme or the individualised organisation of studies shall consist in transferring a course from an earlier semester to a later one and the student has already included the corresponding payment in the tuition fee.
2. If the course that exceeds the limit of ECTS credits in a semester is covered by the study plan for a later semester of studies, the payment made in accordance with Article 18(1)(2) is made on account of the tuition fee for the later semester of studies.

Curricular Differences, Extracurricular Classes and Compensatory Classes

Article 20

1. The fee for the curricular differences is 800 PLN (200 EUR) for every ECTS credit due for completion in this mode.
2. Fees referred to in Article 14 and Article 15(1) related to the course constituting a curricular difference shall be collected on general terms.

Article 21

The tuition fee covers the costs of conducting the courses included in the study plan of

a particular field and mode of study and level of education. The tuition fee does not cover the costs of participation in extracurricular classes, not covered by the study plan.

Obligatory Insurance

Article 22

1. Before admitting students to practical classes, the University obtains a civil liability insurance and a post-exposure prophylaxis (PEP) treatment insurance for them.
2. Insurance costs are included in the tuition fee.

Payment Deadlines Referred to in Article 15(1 and 2), Article 18(1)(2) and (2), and Article 20(1).

Article 23

1. Fees referred to in Article 15(1 and 2), Article 18(1)(2) and (2), and Article 20(1) are paid within the time limit set for the payment of the tuition fee (first instalment of the fee) in the semester in which the student is obliged to complete the retaken course or the course completed with advance standing or the curricular difference or the course that causes the number of ECTS credits to exceed the limit as referred to in Article 18(1)(2) and (2).
2. If the decision by which the student is obliged to retake a course or complete a curricular difference, or the decision under which the student acquired the right to study according to an individual study plan and programme or an individualised organisation of studies or the right to study in advance, was issued less than 7 days before the deadline referred to in section 1 or after this deadline, the deadline for payment of fees referred to in section 1 is 7 days from the moment the student is given the decision.

Readmission to the University, Transfer from Another Higher Education Institution

Article 24

1. A student who has been readmitted to medical programme studies after having had their registration terminated shall pay the registration fee in the amount of 2 500 PLN (625 EUR). The same registration fee is paid by a student from another higher education institution who transfers to the University to the medical programme studies.
2. The registration fee is paid within 7 days of receiving a decision allowing the readmission to studies or a decision allowing a student to transfer from another higher education institution.

Payments for Student ID Card, for Additional Copy of the Diploma and Supplement to the Diploma and for Duplicates

Article 25

The University collects fees for issuing:

- 1) an additional copy of a diploma in a foreign language,
 - 2) an additional copy of a supplement to the diploma in a foreign language,
 - 3) a duplicate of a diploma or a supplement to the diploma,
 - 4) a duplicate of a student ID card
- in the amount specified by the Minister competent for issues of Higher Education and Science

Final Provisions

Article 26

Unless otherwise results from the previous provisions, exemption from the obligation to complete certain courses and inclusion of the grades already received by the student in the

course of their hitherto studies does not impact the amount of the tuition fee or any other study fees.

Article 27

1. Late payment of the fees specified in the preceding provisions shall result in statutory interest being charged for each day of delay.
2. A student is obliged to pay the interest specified in section 1 without a separate notice.

Article 28

1. In well-grounded cases, the Rector or a University employee appointed by him may refrain from calculating the above mentioned fees, postpone payment deadlines, refrain from or remit the accrued interest.
2. The possibility of refraining from calculating the interest due specified in section 1 shall not apply to the tuition fee, unless otherwise indicated in the agreement to which the University is a party.

Article 29

1. The due amounts specified in the preceding provisions shall be paid to the University bank account (cash deposit to a bank account, transfer order, cash deposit machine).
2. The day the payment is received to the University account is considered to be the day of payment.

Article 30

If particular studies shall not commence due to inadequate number of candidates, the application, registration and tuition fees shall be reimbursed.

Article 31

1. If the student's studies shall be terminated during the semester or a withdrawal request has been submitted in writing or if they have transferred to a different higher education institution or if they are disciplinarily expelled from the University, the tuition fee paid in advance for the entire semester shall be reimbursed in a part proportional to the period covering the remaining course meetings in the given semester.
2. The period covering the remaining course meetings is counted starting from the day on which the decision referred to in section 1 became final, and in the event of a student's withdrawal, from the first day of the month following the month in which the student submitted their withdrawal request.
3. Provisions of sections 1-2 shall apply accordingly to the tuition fee paid in instalments as well as to the payments specified in Article 15(1 and 2), Article 18(1)(2) and (2), and Article 20(1).
4. The remaining fees, in particular the application fee and the registration fee, shall not be reimbursed.

Article 32

The Order comes into force on the day of its publication.