



**Ordinance No. 15
of the Rector
of the Warsaw University of Life Sciences**

dated 17 April 2025

amending Ordinance No. 19 of the Rector of the Warsaw University of Life Sciences of 23 April 2024 on detailed rules for fees for educational services in first-cycle, second-cycle, and long-cycle studies as of the academic year 2024/2025, other fees related to these studies, and the procedure and conditions for exemption from these fees in whole or in part

According to Article 79(1)-(3) and Article 23(2)(2) of the Act of 20 July 2018 on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended) and § 6(5) of the SGGW Study Regulations introduced by Resolution No. 76-2018/2019 of the SGGW Senate of 26 April 2019 on the adoption of the SGGW Study Regulations (as amended), the following is hereby ordered:

§ 1

In Ordinance No. 19 of the Rector of the Warsaw University of Life Sciences of 23 April 2024 on detailed rules for fees for educational services in first-cycle and second-cycle studies and long-cycle studies as of the 2024/2025 academic year, other fees related to these studies, and the procedure and conditions for exemption from these fees in whole or in part, the following changes have been introduced:

1) § 4(1) shall read as follows:

„ 1. Fees for educational services shall be paid by: no later than 31 October of each academic year – in the case of the winter term, no later than 31 March of each academic year – in the case of the summer term, subject to sections 2-4.”;

2) § 6 shall read as follows:

„ 1. A student who has paid the relevant tuition fee referred to in § 1(1) and (3) and then, before the start of courses in the first term in accordance with the class schedule, has submitted a written resignation from studies to the dean's office, is entitled, upon written request, to a full refund of the fee paid.

2. A student who has paid the relevant tuition fee referred to in § 1(1) and (3) and who, during their studies, has submitted a written resignation from their studies or has been removed from the list of students, shall be entitled, upon written request, to a refund of the fee for courses which they will not attend, in an amount which is proportional to the number of courses completed, as specified in the class schedule. The refund amount shall be determined in writing by the dean/vice-dean.

3. The Warsaw University of Life Sciences shall refund the relevant tuition fee referred to in § 1(1) and (3) within one month of the date of receipt by the Dean's Office of a written request from the student for a refund, to the bank account specified in the request.”;

3) § 8(9) shall read as follows:

„9. The decision to exempt a Polish student from fees is made in writing by the Vice-Rector for Didactics, and the administrative decision for an international student is made in written form by the Rector. The student has the right to request a review of the decision of the Vice-Rector for Didactics/the Rector's administrative decision, which should be submitted to the Rector within 14 days of the date of receipt of the decision. The decisions issued by the Rector are deemed final. A foreign student has the right to appeal against an administrative decision of the Rector to the Provincial Administrative Court in Warsaw.”

§ 2

The remaining provisions of the ordinance referred to in § 1 are left unchanged.

§ 3

The amendments referred to in § 1 shall enter into force on 1 October 2025.

§ 4

The ordinance shall enter into force on the date of its signing.

Rector
of the Warsaw University of Life Sciences
prof. dr hab. Michał Zasada
/signed with a qualified electronic signature/