

**ORDER No. 39/2023**  
**OF THE RECTOR OF THE RZESZÓW UNIVERSITY OF TECHNOLOGY**  
**dated 26 May 2023.**

**Amending Order No. 36/2019 of the Rector of Rzeszów University of Technology of 17 July 2019 on the introduction of the Rzeszów University of Technology Student Benefits Regulations.**

Pursuant to Article 95 sec.2 of the Act of 20 July 2018. – Law on Higher Education and Science (i.e. Journal of Laws of 2022, item 574, as amended), I order as follows:

**§ 1**

The Rzeszów University of Technology Student Benefits Regulations of 17 July 2019, introduced by Order No. 36/2019 of the Rector of the Rzeszów University of Technology of 17 July 2019 on the introduction of the Rzeszów University of Technology Student Benefits Regulations (hereinafter: the Regulations), are amended as follows:

- 1) the table of contents is replaced by the following:

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2) § 22, section 8 shall be replaced by the following:

"8. The Rector, the scholarship committee or the scholarship appeal committee shall refuse to award a maintenance grant to a student whose monthly income per person in the family does not exceed the amount specified in Article 8, section 1, point 2 of the Act of 12 March 2004 on Social Welfare (Journal of Laws 2021, item. 2268, as amended), if the application for a social grant is not accompanied by a certificate issued by a social assistance centre or a social services centre on the use of social assistance benefits by him or her or by members of his or her family in the year of submitting the application.";

3) in § 22, sec. 9 shall be replaced by the following:

"9. Where a student referred to in section 8 or members of their family are not in receipt of social assistance benefits, the rector, the grants committee or the grants appeal committee may award a maintenance grant to that student if they can document their family's sources of support.";

4) in § 22, sec. 10 shall be replaced by the following:

"10. The statement concerning the sources of family maintenance referred to in paragraph 9 may be submitted by the student on the form, the specimen of which is specified in Appendix No. 4 to these Regulations. The student is obliged to attach to the statement documents confirming the sources of family maintenance indicated in the statement.";

5) § 22, section 11 shall be replaced by the following:

"11. If a certificate referred to in section 8 is not attached to an application for a maintenance grant, the rector or the scholarship committee or the scholarship appeal committee shall summon the student to supplement it.";

6) § 25, section 1 is replaced by the following:

"1. The Rector, in consultation with the PRz Student Government, determines the amount of monthly income per person in the student's family entitling the student to apply for a maintenance grant. The amount of monthly income per person in the student's family entitling the student to apply for a maintenance grant shall not exceed 1.6 of the sum of the amounts referred to in Article 5, sec. 1 and Article 6, sec. 2, pt. 3 of the Act of 28 November 2003 on Family Benefits (Journal of Laws 2022, item 615, 1265 and 2140).";

7) in § 29, sec. 7 is replaced by the following:

"7. The printed and student-signed application is to be submitted by the student to the organizational unit of PRz responsible for handling student benefits within the deadline set by the rector for the given semester. The student is required to attach a copy of the decision, previously submitted to the organizational unit of PRz, for the necessary registration of the decision in the USOS system in accordance with sec. 5.

8. in § 54, section 1 is replaced by the following:

"1. A foreign student may apply for a maintenance grant according to the rules laid down in the Law on Higher Education and Science and the Regulations, provided that he or she meets at least one of the conditions:

1) foreigner - a citizen of a Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA) - a party to the Agreement on the European Economic Area and their family members residing in the territory of the Republic of Poland:

- a) being a self-employed person or an employee, referred to in Article 2 points 5 and 7 of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and their family members (Journal of Laws of 2021, item 1697),
- b) who retains the right of residence in the cases referred to in Article 17 of the law referred to in letter a,
- c) having the right of permanent residence  
- and members of his/her family residing in the territory of the Republic of Poland;

2) foreigner - a citizen of the United Kingdom of Great Britain and Northern Ireland referred to in Article 10(1)(b) or (d) of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community (Official Journal of the EU L 29 of 31.01.2020, p. 7, as amended), and members of his/her family residing in the territory of the Republic of Poland:

- a) being a self-employed person or an employee referred to in Article 2(5) and (7) of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and their family members (Journal of Laws of 2021, item 1697),

- b) who retains the right of residence in the cases referred to in Article 17 of the Act referred to in point a,
  - c) having the right of permanent residence
    - and members of his/her family residing in the territory of the Republic of Poland;
  - 3) A foreigner who has been granted a permanent residence permit, or a long-term resident of the European Union;
  - 4) A foreigner who has been granted a temporary residence permit due to the circumstances referred to in Article 159(1) or Article 186(1)(3) or (4) of the Act of 12 December 2013 on foreigners (Journal of Laws of 2021, item 2354, as amended);
  - 5) a foreigner who has the status of refugee granted in the Republic of Poland or enjoys temporary protection or subsidiary protection on the territory of the Republic of Poland;
  - 6) foreigner - a holder of a certificate certifying the knowledge of Polish as a foreign language, referred to in Article 11a(2) of the Act of 7 October 1999 on the Polish Language (Journal of Laws of 2021, item 672), at least at the C1 language proficiency level;
  - 7) holder of a Card of the Pole or a person to whom a decision on the determination of Polish origin has been issued;
  - 8) a foreigner who is a spouse, ascendant or descendant of a citizen of the Republic of Poland, residing in the territory of the Republic of Poland;
  - 9) a foreigner who has been granted a temporary residence permit in connection with the circumstances referred to in Article 151(1) or Article 151b(1) of the Act on Foreigners of 12 December 2013, or who is staying on the territory of the Republic of Poland in connection with the use of short-term mobility of a scientist under the conditions referred to in Article 156b(1) of that Act or who holds a national visa in order to conduct scientific research or development work."
- 9) in § 54, section 2 shall be replaced by the following:
- "2. A scholarship for persons with disabilities, a rector's scholarship, a financial aid, an accommodation grant referred to in § 4 and a minister's scholarship may be applied for by a student , a foreign student, provided that he or she fulfils the conditions necessary for the granting of the benefits laid down in the Law on Higher Education and Science and the Regulations."

10) in § 54, sec. 3 shall be replaced by the following:

"3. The family members of the persons referred to in sec. 1(1) and (2) shall be deemed to be the persons referred to in Article 2(4) of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and their family members (Journal of Laws 2021, item 1697).".

11) Annex 2 to the Regulations shall be amended and replaced by the text set out in Annex 1 to this Order;

12) Annex 4 to the Regulations shall be amended and replaced by the text set out in Annex 2 to this Order;

13) Annex 5 to the Regulations is amended and replaced by the text set out in Annex 3 to this Order;

14) Annex 8 to the Regulations shall be amended and replaced by the text set out in Annex 4 to this Order;

15) Annex 9 to the Regulations shall be amended and replaced by the text set out in Annex 5 to this Order;

16) Annex 10 to the Regulations shall be amended and replaced by the text set out in Annex 6 to this Order;

17) Annex 11 to the Regulations shall be amended and replaced by the text set out in Annex 7 to this Order;

18) Annex 12 to the Regulations shall be amended and replaced by the text set out in Annex 8 to this Order.

19) Annex 15 to the Regulations shall be amended and replaced by the text set out in Annex 9 to this Order;

20) Annex 15c to the Regulations is amended and replaced by the text set out in Annex 10 to this Order.

## **§ 2**

The remaining provisions of the Rules of Procedure remain unchanged.

## **§ 3**

The consolidated text of the Rzeszów University of Technology Student Benefit Regulations of 17 July 2019, which constitutes Annex No. 11 to this Ordinance, taking into account the amendments introduced by the Rector's Order No. 50/2019 of 16 October 2019, the Rector's Order No. 63/2019 of 29 November 2019, the Rector's Order No. 93/2020 of 29 September 2020, is announced, Rector's Order No. 18/2021 of 25 February 2021, Rector's Order No. 85/2021 of 21 September 2021, Rector's Order No. 5/2022 of 27 January 2022, Rector's Order No. 87/2022 of 27 September 2022, Rector's Order No. 5/2023 of 30 January 2023, and the amendments referred to in § 1 of this Order.

## **§ 4**

The Ordinance shall enter into force on 1 October 2023, with the proviso that applications for the benefits indicated in the Regulations for the winter semester of the academic year 2023/2024, prior to 1 October 2023, shall be submitted on the application templates as set out in this Ordinance.

**Rector of PRz: prof. dr hab. inż. Piotr Koszelnik**

Recipients:

all organisational units of the University

*Appendix No. 1 to the Order No. 39/2023  
of the Rector of PRz of 26 May 2023.*

**Rzeszów, .....**

**name** .....

**course (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl** .....

**application number** .....

**Scholarship Committee for Students  
Rzeszów University of Technology**

**Application for social scholarship for the semester .....**

**in the academic year 20xx/xx**

Pursuant to § 22-27 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**social grant.**



**Income:**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Justification:** Content of justification.

**Appendices:**

1. **"Statement of Income"** (USOSweb printout of the Statement of Income application)
2. ....

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6 para. 2 of the Regulations for students' benefits of Rzeszów University of Technology

dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a different field of study than ..... I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....

.....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the

service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2018, item 2096, as amended). U.

z 2020 r. poz. 344) and indicate the following electronic address

..... \*\*)

Rzeszów, ..... ..

Student signature

\*) names used in the USOS system

\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -  
Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 are due shall be 12 semesters, regardless of whether the student has received them, with the proviso that within that period the benefits shall be due in the case of degree programmes:
  - 1) first-cycle studies - for no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as

one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Appendix No. 2 to the Ordinance No. 39/2023  
of the Rector of PRz of 26 May 2023.*

**name** .....

**direction (programme\*):** .....

**year/semester (stage\*):** .....

**level of study (type\*):** .....

**form of study (mode\*):** .....

**phone:** .....

**address:** .....

**Statement of family sources of income**

Pursuant to § 22(9) of the Regulations on Benefits for Students of the Rzeszów University of Technology dated 17 July 2019, I inform you that I and my family are supported by the following sources of income not included in the family income:

.....

.....

.....

.....

.....

.....

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.....

.....

.....

**I enclose the following documents in support of my and my family's sources of income:**

1.....

2.....

3.....

4.....

5.....

.....  
*(place, date)*

.....  
*(student's signature)*

### **Student declaration**

Aware of<sup>\*)</sup> responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay the social grant unduly received, I declare that the information given above regarding changes in my income situation and/or family situation is correct.

.....  
*(place, date)*

.....  
*(student's signature)*

<sup>\*)</sup> names relevant in USOS

<sup>\*\*)</sup> delete as appropriate

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students  
Rzeszów University of Technology**

**Continuation application for a maintenance grant for the semester..... in the  
academic year 20xx/xx**

Pursuant to § 22-27 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**social grant.**

**Income:**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Justification:** Content of justification.

Being aware of the liability **for making a false declaration**, I declare that:

- 1) there have been no changes in my **income and family situation** that affect the income determined in the semester ..... in the academic year 20xx/xx,
- 2) **the certificates (declarations) I have submitted** and other documents enclosed with my application for the semester ..... of the academic year 20xx/xx **are factually correct**,
- 3) **no changes have occurred/are occurring<sup>\*\*)</sup>** that affect the right to a maintenance grant in the semester ..... in the academic year 20xx/xx (e.g. leave of absence from classes, suspension from studies, etc.).

### **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a field of



study other than ..... . I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....  
.....  
Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....  
.....  
Student signature

\*) names used in the USOS system

\*\*) delete as appropriate

\*\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

## STATEMENT ON PERIODS OF STUDY

Aware of the responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -  
Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 are due shall be 12 semesters, regardless of whether the student has received them, with the proviso that within that period the benefits shall be due in the case of degree programmes:

1) first-cycle studies - for no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

(5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

(6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time since the completion of secondary education. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student's signature

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students  
Rzeszów University of Technology**

**Application for an increased social scholarship for the  
semester ..... in the academic year 20xx/xx**

Pursuant to § 28 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**an increased social grant for: \*\*)**

- ☐ **income which does not exceed the amount specified in Article 8(1)(2) of the Social Welfare Act of 12 March 2004**

☐ **residence at** .....

The amount of monthly income per person in my family is: **xxx.xx PLN**

Place of residence: .....

Justification: Content of justification.

**Appendices:**

1. **"Statement of Income"** (USOSweb printout of the Statement of Income application)
2. ....

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a field of study other than ..... I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, ..... ..

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) The electronic address is an email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -  
Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total duration referred to in subsection (4) shall be extended by two semesters where a student has embarked on a single master's degree programme, the duration of

which is 11 or 12 semesters as specified by the law.

- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.
- (8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature



*Appendix No. 5 to the Ordinance No. 39/2023*

*Rector of PRz of 26 May 2023.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**

**Rzeszów University of Technology**

**Continuation application for increased social scholarship for the semester  
..... in the academic year 20xx/xx**

Pursuant to § 28 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**an increased social grant for: <sup>\*\*</sup>)**

- ☐ **income which does not exceed the amount specified in Article 8(1)(2) of the Social Welfare Act of 12 March 2004**
- ☐ **residence at .....**

The amount of monthly income per person in my family is: **xxx.xx PLN**

Place of residence: .....

Justification: Content of justification.

Being aware of the liability **for making a false declaration**, I declare that:

- 1) there have been no changes in my **income or family situation** affecting my income as determined in the semester ..... in the academic year 20xx/xx,
- 2) **the certificates (declarations) I have submitted** and other documents enclosed with my application for the semester ..... of the academic year 20xx/xx **are factually correct**,
- 3) **no changes have occurred/are occurring<sup>\*\*\*</sup>)** that affect the right to a maintenance grant in the semester ..... in the academic year 20xx/xx (e.g. leave of absence from classes, suspension from studies, etc.).

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents

attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations on Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a field of study other than ..... I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) delete as appropriate

\*\*\*\*) The electronic address is an email account on the server of the Student Mail Accounts

of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the

benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

(5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

(6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of

12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Appendix No. 6 to the Ordinance No. 39/2023  
of the Rector of PRz of 26 May 2023.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl** .....

**application number** .....

**Scholarship Committee for students  
Rzeszów University of Technology**

**Application for a scholarship for persons with disabilities**

**for the semester ..... in the academic year 20xx/xx**

Pursuant to § 29 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**scholarship for persons with disabilities.**

The justification for my request is ..... the degree of disability confirmed by a certificate.

**Document: \*\*)**

- **certificate of disability**
- **disability certificate**
- **certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on vocational and social rehabilitation and the employment of disabled persons (i.e. Journal of Laws of 2019, item 1172, as amended).**

**The decision is valid from ..... to ..... .**

**My disability was created....., on .....**

### **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6(2) of the Regulations on benefits for students of Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a scholarship for persons with disabilities in a course other than ..... . I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, ..... ..

Student signature



Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I agree to serve letters in the proceedings for granting a scholarship for persons with disabilities by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) The electronic address is an email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, .....

.....

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -  
Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time since the completion of secondary education. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.
- (8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

Appendix No. 7 to the Ordinance No. 39/2023

Rector of PRz of 26 May 2023.

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl** .....

**application number** .....

**Scholarship Committee for students**

**Rzeszów University of Technology**

### **Application for the grant**

Pursuant to § 30 of the Regulations on Benefits for Students of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request the granting of **an allowance** on account of:

### **Content of the explanatory memorandum**

In the current academic year:

I have applied for an allowance: **YES/NO**

I received an allowance: **YES/NO**

I have applied for an allowance for the same contingency: **YES/NO**

**Reason for request:**

Content of the explanatory memorandum to the proposal

**Appendices:**

1. ....

2. ....

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6(2) of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving an allowance for a course other than ..... I also declare that I will not collect student benefits at any other university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the aid applied for at another faculty, including another university.

Rzeszów, .....

.....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 item 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I consent to the delivery of letters in the proceedings for the granting of benefits by electronic means of communication within the meaning of Article 2 item 5 of the Act of

18 July 2002 on the provision of services by electronic means  
(i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address  
..... \*\*)

Rzeszów, .....  
Student signature

\*) names used in the USOS system

\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszów University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### STATEMENT ON PERIODS OF STUDY

Aware of the responsibility for providing false data and the obligation to return illegally collected material assistance benefits, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, .....  
Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -

Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The time limit begins when the oath is taken, at the commencement of the course of study and the acquisition of student rights

for the first time since leaving secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature



*Appendix No. 8 to the Decree No. 39/2023*

*Rector of PRz of 26 May 2023*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**

**Rzeszów University of Technology**

**Application for Rector's scholarship for the semester .....**

**in the academic year 20xx/xx**

Pursuant to § 31-40 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**rector's scholarship**

**Type of application: \*\*)**

Application for the Rector's scholarship on the basis of the following achievements:

### **Outstanding academic performance**

In the previous academic year I obtained the average grade ..... (Points: XX,XXX), calculated on the basis of the ranking called: rector's scholarship for the year ....., program\*) ....., current year of studies ..... with the code: .....

### **Scientific achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

### **Artistic achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

### **Sporting achievements in competitions at least at national level**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

- **Total points obtained: XX,XXX**
- **Appendices:**
- **Documents to support each achievement demonstrated in the application.**
- **A certificate from a graduate school of the applicable grading scale (applies to a student who is not a graduate of Rzeszów University of Technology).**
- **Application for the Rector's scholarship for students enrolled in the first year of studies in the year of taking the matriculation examination**
- **The year of the baccalaureate exam: .....**

- **Olympics:**
- **International: laureate**
- **Central step: winner/finalist\***
- **Sports result achieved: .....**
- **Appendices:**
- **Certificate confirming the title of winner or finalist of an Olympiad or the sports result obtained**

## **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not receive the Rector's scholarship in a different field of study than ..... . I also declare that I will not collect student benefits at any other university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, ..... ..

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I agree to serve letters in the proceedings for the rector's scholarship by means of electronic communication as defined in Article 2 point 5 of the Act of 18 July 2002 on the provision of services by

electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....)

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) delete as appropriate

\*\*\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application I have started:

- for first cycle studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, .....

.....

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -  
Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's

degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, ..... ..

Student signature

*Appendix No. 9 to Decree No. 39/2023  
of the Rector of PRz of 26 May 2023.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl** .....

**application number** .....

**Scholarship Committee for students  
Rzeszów University of Technology**

**Continuation application for the Rector's scholarship for the semester** .....

**in the academic year 20xx/xx**

Pursuant to § 31-40 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**rector's scholarship.**

**Type of application: \*\*)**

- **Application for a Rector's scholarship based on the following achievements:**

**Outstanding academic performance**

In the previous academic year I obtained the average grade ..... (Points: XX,XXX),  
calculated on the basis of the ranking called: rector's scholarship for the year ....., program\*)  
....., current year of studies ..... with the code: .....

**Scientific achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

**Artistic achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

**Sporting achievements in competitions at least at national level**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

**Total points obtained: XX,XXX**

- **Application for the Rector's scholarship for students enrolled in the first year of studies in the year of taking the matriculation examination**

**The year of the baccalaureate exam: .....**

**Olympics:**



- International: laureate
- Central step: winner/finalist<sup>\*\*\*)</sup>

**Sports result achieved:** .....

Aware of my responsibility **for making a false declaration**, I declare that:

- 1) data **such as outstanding academic performance/additional achievements/achievement of a laureate or finalist in an Olympiad/sports result<sup>\*\*\*)</sup>**, given in the application in the semester ..... in the academic year 20xx/20xx have not changed;
- 2) **the certificates (declarations) I have submitted and other documents** enclosed with **my** application for the semester ..... in the academic year 20xx/xx are factually correct;
- 3) **no changes have occurred/are occurring<sup>\*\*\*)</sup>** which affect the right to the Rector's scholarship (e.g. leave of absence from classes, suspension from studies, etc.).

### **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not receive the Rector's scholarship in a different field of study than ..... I also declare that I will not collect student benefits at any other university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....

.....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings

(i.e. Journal of Laws of 2018, item 2096 as amended), I agree to serve letters in the proceedings for the rector's scholarship by means of electronic communication as defined in Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means

(i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address  
..... \*\*)

Rzeszów, ..... ..

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) delete as appropriate

\*\*\*\*) The electronic address is an email account on the server of Student Postal Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, .....

.....

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.
- (8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Appendix No. 10 to the Ordinance No. 39/2023*

*Rector of PRz of 26 May 2023.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

application number .....

**Scholarship Committee for doctoral students**

**Rzeszów University of Technology**

**Application for the Rector's scholarship for doctoral students for a semester**

**in the academic year 20xx/xx**

Pursuant to § 33a of the Regulations for Students' Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the Rector's scholarship for doctoral students be granted for the semester ..... 20xx/xx:

I. Grade point average

In the previous academic year I achieved the grade point average ..... , calculated on the basis of the ranking called: scholarship for the best doctoral students for the year ....., program ....., current year of study ..... with the code: .....

I declare that the results obtained in the examinations included in the doctoral programme in the academic year 20xx/xx are not lower than good.

### **Statement**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the unduly received benefit, I declare that the information and data presented in the application and the documents attached thereto, concerning the requested material aid benefit, are complete and in accordance with the facts.

I declare that I have familiarised myself with the current "Regulations of benefits for students of Rzeszów University of Technology" dated 17 July 2019, as amended.

Rzeszów, .....

Signature of doctoral student

### **Annexes**

1. evaluation of the supervisor/promoter regarding the progress of the doctoral student's scientific work and the preparation of the doctoral dissertation
2. assessment of the doctoral student's/doctoral researcher's involvement in teaching, research conducted by the department for the academic year 20.../ 20....

Pursuant to § 6(2) of the Regulations on benefits for students of Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false statement, I declare that I will not receive the Rector's scholarship for doctoral students at a different discipline of study than .....

I also declare that I will not be receiving benefits at any other university other than Ignacy Łukasiewicz Rzeszów University of Technology.

Rzeszów, ..... ..

Signature of doctoral student

Pursuant to Art. 39 (1) § 1 point 3 of the Act of 14 June 1960 - Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I agree to serve letters in the proceedings for the rector's scholarship for doctoral students by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address .....\*\*.

\* the names used in the USOS system

\*\* the electronic address is the email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of Rzeszów University of Technology is created and activated automatically for all students and doctoral students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for third cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Signature of the doctoral student

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. -  
Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a professional degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.



- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.
- (8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Signature of the doctoral student

*Appendix No. 11 to the Ordinance No. 39/2023/  
of the Rector of PRz of 26 May 2023.*

## **Regulations**

### **Student Benefits**

**Rzeszów University of Technology**

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## **Regulations on student benefits**

### **Rzeszów University of Technology**

Pursuant to Article 95 of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), hereinafter referred to as "the Act", the following is established in consultation with the Student Government of Rzeszów University of Technology:

#### **General provisions**

##### **§ 1**

1. The Student Benefits Regulations, hereinafter referred to as the "Regulations", set out:
  - 1) the method of determining benefits for students, i.e. maintenance grant, scholarship for disabled persons, financial aid, rector's scholarship;
  - 2) detailed criteria and procedure for granting and paying the benefits referred to in point 1;
  - 3) the detailed criteria and procedure for granting accommodation in the student residence of the university;
  - 4) the way in which the student's financial situation is documented;
  - 5) procedure for the appointment and composition of the scholarship committee and the scholarship appeal committee.
2. The benefits referred to in section 1 may be received by full-time and part-time students of Rzeszów University of Technology, hereinafter referred to as "PRz", who fulfil the conditions laid down in the Act and in these Regulations.
3. students being:
  - (1) professional soldiers who undertook their studies on the basis of a referral by the competent military authority and received assistance in connection with their studies under the provisions on military service,

(2) public servants in candidate service or who are public servants who have taken up studies on the basis of a referral or approval from a competent superior and have received assistance in connection with their studies under the provisions on service

- shall not be entitled to leave of absence from classes, the benefits referred to in paragraph 1, point 1, the accommodation and meals referred to in paragraph 1, point 3, and the ministerial grant referred to in § 5."

## **§ 2**

1. The student benefits referred to in §1, section 1, subsection 1 shall be granted from the funds allocated to PRz by the minister responsible for higher education in the form of a subject-based subsidy.
2. The funds referred to in paragraph 1 and increases from other sources shall constitute a scholarship fund at the higher education institution.
3. Bursary fund monies not used in a financial year shall remain in the fund for the following year.
4. The Rector, in consultation with the PRz Student Government, shall distribute the grant from the funds referred to in paragraph 1.
5. The grant referred to in section 1, disbursed in a given year for rector's scholarships, shall not exceed 60% of the total funds disbursed in a given year for rector's scholarships, maintenance grants and financial aid.

## **§ 3**

1. A student may apply for:
  - 1) social grant;
  - 2) scholarship for persons with disabilities;
  - 3) relief;
  - 4) rector's scholarship;
  - 5) a scholarship funded by a local authority;
  - 6) a scholarship for learning or sporting achievements funded by a natural person or a legal entity that is not a state or local government legal entity.
2. The scholarships referred to in paragraph 1, points 5 and 6 are awarded in accordance with the rules laid down in the Act and separate regulations.

## **§ 4**

A student may apply for:

- 1) accommodation in the PRz student residence;
- 2) accommodation for a spouse or child in the PRz student residence.

## **§ 5**

1. A student demonstrating significant academic or artistic achievements related to studies or significant sporting achievements may be awarded a scholarship by the minister responsible for higher education, hereinafter referred to as, "the minister".
2. The scholarship is awarded by the Minister on the proposal of the Rector.
3. The scholarship is awarded for an academic year.
4. The detailed criteria and procedure for awarding and paying the minister's scholarship, the types of achievements and the manner of documenting them, the maximum number of scholarships awarded to students, the maximum amount of the scholarship and the specimen application form for the scholarship are laid down in the ministerial regulation.

## **§ 6**

1. The benefits referred to in § 3, section 1, subsections 1-4 and § 5, section 1 shall be available for first-cycle studies, second-cycle studies and long-cycle studies.
- (2) A student studying simultaneously in more than one field of study may receive the benefits referred to in § 3, para. 1, points 1-4 and § 5, para. 1 only in one field of study indicated by the student.
- (3) The benefits referred to in § 3, para. 1, points 1-4 and § 5, para. 1 shall not be available to a student holding a degree:

- 1) Master's degree, Master of Engineering or equivalent;
  - 2) Bachelor's degree, engineer's degree or equivalent if he/she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in § 3, section 1, subsections 1-4 and § 5, section 1 are due is 12 semesters, regardless of whether the student has received them, with the proviso that within this period the benefits are due during the student's studies:
- 1) first degree - no longer than 9 semesters;
  - 2) second degree - for no longer than 7 semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study commenced by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3 of the Act, except semesters of further first-cycle study commenced or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of education in several fields of study, semesters taken simultaneously shall be treated as one semester.
- (7) Where a disability has arisen in the course of studies or after a degree has been obtained, the benefit referred to in § 3, section 1, subsection 2, is entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.
- (8) The provisions of paragraphs (1) to (7) shall apply *mutatis mutandis* to students who have studied or obtained their degrees abroad.
- (9) In order to determine the period referred to in sections 4 and 5, a student shall be required to inform the higher education institution about any studies which have been or are being completed by the date of submitting an application for

the benefit referred to in § 3, section 1, subsections 1 to 4, including studies completed, interrupted, resumed, their duration, and the higher education institution where they were or are being completed, regardless of the level of study. Each semester commenced shall be treated as a full semester, regardless of whether the course of study lasted a full semester or less. The student shall submit this information with the application for the benefit in question.

10 A student who applies for or receives a benefit referred to in § 3, section 1, subsections 1, 2 and 4 shall immediately notify the higher education institution of the occurrence of a circumstance resulting in the loss of entitlement to the benefit pursuant to sections 3 to 8.

11. The decision to award a benefit referred to in § 3, para. 1, points 1-4 shall expire on the last day of the month in which the student has lost entitlement to the benefit due to obtaining a degree referred to in sections 3 and 8, has been struck from the list of students in the field of study in which the student received the benefit, or the period referred to in sections 4, 5 and 7 has expired.

12. The termination of the decision referred to in paragraph 11 shall be established by an administrative decision.

## **§ 7**

1. A student registered for another semester of study with an admissible debt, repeating a class/semester or awaiting the repetition of a class/semester may receive a maintenance grant, a grant for disabled persons and an aid payment according to the general rules laid down in these Regulations.

2. A student who transfers to another field of study in the course of an academic year/semester loses the right to receive a maintenance grant and a grant for disabled persons in the previous field of study. The withdrawal of the benefit is effected from the month following the month in which the student transfers to



another field of study. The decision to award the benefit expires on the last day of the month in which the student transfers to a new field of study. The provision of § 6 para. 8 shall apply accordingly.

3. In the case referred to in paragraph 2, the student may apply for a maintenance grant and a grant for disabled persons in a new field of study.

## **§ 8**

1. During the period of leave from classes, a student loses the right to receive a maintenance grant, a scholarship for disabled persons and an aid grant, subject to sections 5 to 8.
2. A student may receive the Rector's scholarship during the period of leave from classes. The right to the rector's scholarship is established in accordance with the rules laid down in these Regulations.
3. The payment of benefits referred to in para. 1 to which a student has become entitled prior to the granting of leave from classes shall be discontinued as of the month following the month in which the leave was granted. The Rector shall immediately notify the student receiving the benefit in question of its suspension.
4. If a student returns from a leave of absence from classes in the same semester in which the student takes the leave, the payment of benefits referred to in para. 1 to which the student was entitled before the leave was granted shall be resumed at the same amount as granted, but not longer than until the end of the period for which they were granted. The Rector shall immediately notify the student of the resumption of payment of a given benefit.
5. A student may, during a leave of absence from classes, apply for a maintenance grant, a grant for disabled persons and an aid payment, or for the continuation of the grant benefits referred to in section 1 to which the student was entitled before the leave of absence was granted, in the case of:
  - 1) full orphanhood;
  - 2) illness of the student or members of the student's immediate family;

- 3) a pregnant student who has been granted leave of absence for the period up to the date of birth of the child;
  - 4) child birth;
  - 5) a student parent who has been granted a leave of absence for up to 1 year;
  - 6) other compelling circumstances.
6. The entitlement referred to in paragraph 5 shall be acquired by the student upon completion of the first semester of study.
  7. The determination of the entitlement to benefits for a student referred to in section 5 shall be made according to the rules laid down in these Regulations, taking into account §12 section 5 and §13 sections 4-7.
  8. In the case of a student who, prior to the granting of a leave of absence from classes, had an established entitlement to the benefits referred to in paragraph 1, the payment of benefits shall be continued from the month in which the student submits the application referred to in paragraph 5, without the possibility of compensation for previous months.

## **§ 9**

1. A student pursuing a part of the study programme in another higher education institution, including a foreign institution as part of the cooperation of PRz with other institutions of higher education on the basis of a concluded agreement or understanding, who prior to his/her departure acquired an entitlement to the benefits referred to in § 3, section 1, items 1-4, retains the right to receive them during the period of study.
2. In the case of students completing a part of the study programme in another higher education institution, including a foreign institution not covered by cooperation between PRz and other institutions, and therefore on leave from classes (special leave), who prior to the leave acquired the right to the benefits referred to in § 3, section 1, subsections 1-4, the provisions of § 8 shall apply accordingly.

3. Students referred to in section 1 who receive a maintenance grant at an increased level pursuant to § 28, section 2, subsection 2 shall be required to notify the rector of their place of residence during the period of completion of a part of their programme of study at another higher education institution, including a foreign institution, in the form set out in § 28, sections 5 and 6 respectively.

## **§ 10**

1. A student loses the right to the benefits referred to in § 3.1.1-4 if:
  - 1) was struck off the list of students in the cases specified in the PRz Academic Regulations;
  - 2) has been suspended from his/her studies, in particular by a valid decision of the disciplinary committee for a period of up to one year or by the rector pending a decision of the disciplinary committee;
  - 3) graduated before the date specified in the study programme;
  - 4) moved to another university;
  - 5) has obtained the benefits referred to in § 3 (1) (1) to (4) on the basis of false data, taking into account § 21;
  - 6) is on leave from classes, subject to § 8.
2. In the cases referred to in subsections 1(1)(1) and (3)-(4), the provisions of § 6(7) and (8) shall apply mutatis mutandis.
3. In the cases referred to in paragraph 1, points 2 and 6, the payment of benefits shall be suspended from the month following the month in which the student at lost the right to these benefits.

## **Procedure for granting benefits**

## § 11

1. The provisions of the Act of 14 June 1960 shall apply to the proceedings on the granting of benefits referred to in § 3, section 1, items 1-4. - Code of Administrative Procedure (i.e. Journal of Laws of 2018, item 2096, as amended), hereinafter referred to as the "Code of Administrative Procedure".
2. The maintenance grant, scholarship for disabled persons, rector's scholarship and a financial aid are awarded at the student's **request** by the rector.
3. The application for the benefits referred to in paragraph 2 shall be made in two stages:

Stage I - electronic completion of the application for the benefit in question via forms available by logging into the USOSweb system at <https://usos.prz.edu.pl>.

Stage II - submission of an application for a given benefit, printed out from the USOSweb system and signed by the student, together with full documentation confirming the information contained in the application to the organisational unit of PRz which is in charge of student benefits within the deadline set by the Rector.

4. The consideration of an application for a given benefit takes place after the submission of a correctly completed application with all the required documents. Once the application has been processed, the student will receive a decision on whether or not to grant the benefit in question.
5. The procedure for issuing the decision referred to in paragraph 4 is set out in § 18.
6. The service of the decision referred to in paragraph 4 shall be made in accordance with the principles set out in § 20.

## **§ 12**

1. Deadlines for applications for benefits applicable at PRz are set by the Rector for a given semester and communicated to students in a manner customary at PRz.
2. An application for the benefit in question may be submitted during the winter or summer term, even after the deadlines referred to in paragraph 1, subject to paragraphs 3 and 5.
3. If the application and the documentation are submitted after the PRz deadline, the entitlement to benefits is established from the month in which the duly completed application and the complete documentation are submitted, without the possibility of compensation for previous months, taking into account paragraph 5 and § 13, paragraphs 4-7 respectively.
4. The provisions of section 3 shall apply accordingly where, in the course of a semester, the student's financial situation has changed and the student applies for a maintenance grant, or where the student has obtained a certificate of disability or a certificate on the degree of disability or a certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on Vocational and Social Rehabilitation and the Employment of Persons with Disabilities (Journal of Laws of 2019, item 1172, as amended) entitling the student to apply for a scholarship for persons with disabilities.
5. In the event of submitting an application for the social scholarship, scholarship for disabled persons and the rector's scholarship after the deadline binding at PRz, the Rector may refuse to grant the abovementioned benefits to a student if the financial resources for the benefits have already been distributed despite the student fulfilling the criteria entitling him/her to receive them. The rector may also refuse to grant the rector's scholarship if the granting of this scholarship will cause the number of scholarships granted in a given field of study, as established by the rector in agreement with the PRz Students' Self-Government in accordance with § 37, para. 12, to be exceeded.

### § 13

1. The benefits referred to in § 3, paragraph 1, points 1, 2 and 4 shall be entitled no earlier than from the month in which a duly completed application for benefit with full documentation has been submitted, taking into account paragraphs 4-7.
2. It is the responsibility of the student applying for the benefit in question to submit and complete the application on time and correctly, and to complete the documents on which the application for the benefit is based.
3. The correctness of the documents submitted with the application for the benefit in question and the information contained therein shall be certified by the student making the application with his/her signature.
4. In the event of submitting an incorrectly filled in and/or incomplete application for a given benefit, the Rector shall **summon the** student applying for the benefit in writing to correct the application or remove the deficiencies within 7 days of receiving the summons, with the instruction that failure to remove the deficiencies will result in leaving the application unprocessed. In urgent matters, the request may also be made by telegraph, telephone **or electronic means of communication to the individual student mail account**. A specimen summons is specified in Appendix No. 1 to these Regulations.
5. As a rule, the application shall remain unconsidered until all deficiencies have been remedied. If the deficiencies are remedied within the period referred to in paragraph 4, the benefit in question shall be granted from the month in which the application is submitted.
6. If the reason for the failure of the student submitting the application to provide the required document is the failure of the competent institution to issue the document by the statutory deadline set out in separate legislation, and the student can document this, the benefit is payable from the month in which the application was submitted.

7. In the case of documents whose form or content raises doubts as to their reliability, the Rector has the right to request clarification and to call on the student to supplement the documents.
8. The employees of the organisational unit of PRz which is in charge of student benefits are responsible for monitoring the correct completion of documents necessary to establish the right to a maintenance grant, including proper determination of the monthly income per person in the student's family, scholarship for disabled persons, rector's scholarship and financial aid, as well as timely forwarding of applications for reconsideration of the case together with the documentation to the rector.
9. Employees of the dean's office who are entrusted with the responsibility of managing matters related to the course of study for students are responsible for correctly establishing the final grade point average in the USOS system for the purposes of the rector's scholarship and for placing the student in the grade point average ranking. After the end of a given year/semester, an employee of the Dean's Office is required to create a cumulative ranking in the USOS system for a given course and level of study and an ordinary ranking for a given programme of study for a given year of study.

## **§ 14**

1. The scholarships referred to in § 3(1)(1)-(2) and (4) are awarded for a semester, subject to § 29(9).
2. A student may receive a maintenance grant, a grant for the disabled, a rector's grant in an academic year for a period of up to 10 months, and when education lasts a semester– for a period of up to 5 months.

## **§ 15**

1. Welfare grant, scholarship for disabled persons, rector's grant are paid monthly.
2. It shall be permissible for the benefits referred to in paragraph 1 to be paid in total for the first two months of the winter term or the summer term by 30 November or 30 April respectively, subject to paragraph 2a.
- 2a. In the academic year 2019/2020, it shall be permissible to pay the benefits referred to in paragraph 1 for the first two months of the winter semester in total, by 15 December."
3. Payment of scholarships is made on the basis of a named payment list created in the USOS system.
4. The benefit awarded to a student is paid by transfer to the student's individual bank account, the number of which the student fills in when completing the application for a given benefit in the USOSweb system. No transfers are made to the accounts of other natural or legal persons indicated by the student.

## **§ 16**

The total monthly amount of the social grant and the rector's scholarship for a student cannot be higher than 38% of the professor's salary.

### **Appointment procedure**

#### **scholarship committee and scholarship appeal committee**

## **§ 17**

1. At the request of the PRz Student Government, the benefits referred to in § 3, section 1, items 1-4 shall be granted by the Scholarship Committee and the Scholarship Appeal Committee.
2. The Scholarship Committee and the Scholarship Appeal Committee are appointed by the Rector for the duration of a given academic year.



3. The scholarship committee is composed of students representing all faculties of the university, one representative from each faculty, a representative of the PRz Students' Self-Government and four PRz employees, including at least three employees of the PRz organisational unit whose responsibilities include student benefits. The majority of members are students.
4. The Scholarship Appeal Committee is composed of students representing all faculties of the university, one representative from each faculty, a representative of the PRz Students' Self-Government and PRz employees in the number of three, including at least two employees of an organisational unit of PRz having responsibilities related to student benefits. The majority of members are students.
5. A candidate for a member of the scholarship committee and the scholarship appeal committee, respectively, representing a given faculty and a representative of the PRz Student Government is indicated by the PRz Student Government.
6. Membership of a scholarship committee or a scholarship appeal committee expires if the student loses his or her student status. The PRz Student Government immediately identifies a new candidate by the end of the given term.
7. The rules for nominating students to the scholarship committee and the scholarship appeal committee are laid down in the Student Government Regulations.
8. Representatives of PRz employees are appointed by the Rector.
9. A member of the scholarship committee may not also be a member of the scholarship appeal committee.
10. In justified cases, the rector, on his/her own initiative, after consulting the PRz Student Government or at the request of the PRz Student Government, may dismiss a member of the scholarship committee or the scholarship appeal committee respectively.

11. The committees referred to in paragraph 2 shall meet. The committees may meet by electronic means ensuring, in particular:
- 1) real-time transmission of the meeting between its participants,
  - 2) real-time multilateral communication where participants can express themselves during the meeting
- while observing the necessary safety rules.
12. At the first meeting, the members of the scholarship committee and the scholarship appeal committee respectively shall elect from among themselves a chairperson, at least one vice-chairperson and a secretary of the committee. They shall be elected by a simple majority in the presence of at least half of the members of the committee concerned. The committees shall notify the Rector immediately of their election.
13. The work of the scholarship committee and the scholarship appeal committee is led by their chairs.
14. Minutes of the work of the grants committee and the grants appeals committee shall be drawn up in every case and signed by all members of the committee who took part in the meeting. A record signed by the member of staff who took the action shall be kept of any action which is not recorded in the minutes but which is of importance for the case or the proceedings. In the case of committee meetings held using electronic means of communication, the minutes shall be signed by the chairman of the committee.
15. The members of the scholarship committee and the scholarship appeal committee are obliged to maintain the confidentiality of information obtained in the course of the committee's work.
16. The Rector authorises the members of the scholarship committee and the scholarship appeal committee to process the personal data required when submitting an application for an award.

## **Decision-making procedure for the award of benefits**

### **§ 18**

1. The granting of the benefit referred to in § 3, section 1, points 1-4, as well as the refusal to grant it, shall take place by means of an administrative decision.
2. Decisions taken by the Rector, the scholarship committee and the scholarship appeal committee shall be subject to the provisions of the Code of Administrative Procedure and the provisions on appealing decisions to an administrative court.
3. A decision given by the rector (scholarship committee) to award a benefit and to refuse to award a benefit shall be a decision given by a body of first instance, subject to section 4.
4. A decision issued by the Rector in the first instance is a final decision.  
In such a case, the provisions of Article 127 § 3 of the Code of Administrative Procedure shall apply accordingly.
5. In the case referred to in paragraph 4, the student may apply to the Rector for reconsideration of the case. The request shall be submitted within 14 days of the date of delivery of the decision.
6. A student has the right to lodge a complaint to the competent administrative court through the rector within 30 days of the date of delivery of the decision, ignoring the procedure referred to in section 5.
7. A decision referred to in section 3 taken by the grants committee may be appealed against by the student to the grants appeal committee through the grants committee. The appeal shall be lodged within 14 days of the day of the receipt of the decision.
8. If the scholarship committee decides that the appeal deserves to be upheld in its entirety, it may issue a new decision revoking or amending the contested decision. The student may appeal against the new decision to the scholarship appeal committee.

9. The scholarship committee shall be obliged to send the appeal, together with the case file, to the scholarship appeal committee within 7 days of the date of receipt of the appeal, if it has not issued a new decision within this period in accordance with paragraph 8.
10. The decision of the Rector following a review of the case and the decision of the Scholarship Appeals Committee following an appeal against a decision of the Scholarship Committee are decisions issued by a body of second instance.
11. A student may appeal against a decision of the rector and a decision of the grants appeal committee referred to in section 10 to the competent administrative court through the rector or the grants appeal committee respectively within 30 days of the date of the receipt of the decision.
12. Decisions of the scholarship committee and the scholarship appeal committee shall be taken by a simple majority in the presence of at least half of the members of the committee concerned.
13. Decisions issued by the scholarship committee and the appeals committee shall be signed by the chairpersons of these committees or their authorised vice-chairpersons.

## **§ 19**

The Rector shall, by means of an administrative decision, overrule a decision of the scholarship committee or the scholarship appeal committee which does not comply with the law.

## **Methods of notification of decisions**

## **§ 20**

1. The decision of the rector or the scholarship committee shall be served:
  - 1) by means of electronic communication within the meaning of Article 2(5) of the Act of 18 July 2002 on the provision of services by electronic means

(i.e. Journal of Laws of 2019, item 123, as amended), if the student meets one of the following conditions:

- a) submits the application in the form of an electronic document via the electronic inbox of the Rector (scholarship committee),
- b) will request such service from the rector (scholarship committee) and indicate to the rector (scholarship committee) the electronic address,
- c) agrees to the service of letters in the proceedings by such means and indicates an electronic address to the rector (grants committee),

or

- 2) a written decision, against a receipt, by the student at the organisational unit of PRZ that is responsible for student benefits within the scope of its duties, within a fixed deadline that is made available to students in a manner customary at PRZ. The student is obliged to collect the decision by the established deadline. The student shall confirm the delivery of the decision with his/her signature, indicating the date of delivery. If the student fails to collect the decision within the specified time limit, the decision shall be delivered by mail against a receipt.
2. A decision of the rector issued following a review of a case and a decision of the scholarship appeal committee issued following an appeal against a decision of the scholarship committee shall be delivered in writing against a receipt by the student to the organisational unit at PRz which is responsible for administering matters related to student benefits on a specified date, which shall be made known to students in the manner customary at PRz or by mail against a receipt. If a decision is delivered to an organisational unit of PRZ which is responsible for student benefits, the student shall be obliged to collect the decision by the specified deadline. The student shall confirm the delivery of the decision by signing it, indicating the date of delivery.

## **Reimbursement of benefit unduly received**

### **§ 21**

1. If any doubts arise with regard to the awarded benefit as to the circumstances occurring in the case which have an impact on the entitlement to the benefit, the rector (the scholarship committee) shall immediately notify the student receiving the benefit of the need to submit an explanation of the case or to provide the necessary documents within a specified time, not longer than 14 days, counting from the day of receiving the request.
2. The Rector (scholarship committee) may, in the cases specified in the Code of Administrative Procedure, reopen the procedure for the award of a benefit.
3. In the case referred to in paragraph 2, the Rector (scholarship committee) shall have the power to withhold payment of the benefit.
4. Once the proceedings have been resumed and it has been ascertained that the student has received a benefit on the basis of inaccurate data contained in the application or false documents or statements, the rector (grants committee) shall repeal the previous decision and rule again on the student's application for the benefit. Moreover, the rector (scholarship committee) shall summon the student to return the benefit unduly received.
5. In the cases referred to in paragraph 4, the student shall be subject to disciplinary and civil liability in accordance with the procedure laid down by separate regulations.

## Social grant

### § 22

1. A maintenance grant may be awarded to a student in a difficult financial situation.
2. A maintenance grant is awarded on **application by** the student. The application is available in electronic form, after logging in to the USOSweb system, at <https://usos.prz.edu.pl>. A specimen of the application is set out in Appendix No. 2 to these Regulations.
3. The application is submitted according to the rules set out in §11.3. In addition, the student fills in an "Income Statement" in the USOSweb system.
4. Before filling in the application form, the student is obliged to familiarise him/herself with the PRz procedure for applying for a maintenance grant.
5. Printed and signed by the student, the student should submit the application to the organisational unit of PRz which is in charge of student benefits within the deadline set by the Rector for a given semester.
6. To the application referred to in para. 2, the student attaches an "Income Statement" and documents confirming the composition of the student's family and the income situation of the student and the student's family. A detailed list of documents is presented in Attachment No. 3 to these Regulations.
7. If the circumstances of a case which have a bearing on the determination of a student's entitlement to a maintenance grant require confirmation by a document other than those listed in Appendix 3 to these Regulations, the Rector or the scholarship committee or the scholarship appeal committee may require such a document.
8. The Rector, the scholarship committee or the scholarship appeal committee shall refuse to award a maintenance grant to a student whose monthly per capita income in his or her family does not exceed the amount referred to in Article 8, section 1, subsection 2 of the Act of 12 March 2004 on Social

Welfare (Dziennik Ustaw 2021, item. 2268, as amended), if the application for a maintenance grant is not accompanied by a certificate issued by a social assistance centre or a social services centre confirming that the student or members of his/her family have benefited from social assistance benefits in the year of submitting the application.

9. Where a student referred to in section 8 or members of their family are not in receipt of social assistance benefits, the rector, the grants committee or the grants appeal committee may award a maintenance grant to that student if they can document their family's sources of support.
10. The statement concerning the sources of family maintenance referred to in paragraph 9 may be submitted by the student on a form, the specimen of which is specified in Appendix No. 4 to these Regulations. The student is obliged to attach to the declaration documents confirming the sources of family maintenance indicated in the declaration."
11. If an application for a maintenance grant is not accompanied by the certificate referred to in section 8, the rector or the grants committee or the grants appeal committee shall request the student to supplement it.
12. A student applying for a maintenance grant for the following semester in an academic year is required to **reapply, whereby:**
  - 1) A student who has undergone changes affecting his/her entitlement to a maintenance grant shall submit a **new application in accordance with the** specimen in Annex 2 to these Regulations together with documents confirming the changes;
  - 2) a student with no changes affecting the right to a maintenance grant shall submit a **continuation application**, the specimen of which is specified in Appendix No. 5 to these Regulations;
  - 3) a student of the first semester of a second-cycle programme who, in the same academic year, applied for a maintenance grant in the last semester of their first-cycle programme and for whom no changes have occurred affecting their entitlement to a maintenance grant, shall submit a



**continuation application**, the specimen of which is provided in Appendix No. 5 to these Regulations;

- 4) a student of the first semester of a second-cycle programme who applied for a maintenance grant in the last semester of their first-cycle programme in the same academic year and whose circumstances have changed affecting their eligibility for a maintenance grant shall submit a **new application form in accordance with the** specimen in appendix 2 to these Regulations together with the required documents referred to in section 6; however, those documents may be certified copies of documents from the previous semester.

### **§ 23**

1. It is the student's responsibility to submit a correctly completed application for a maintenance grant by the deadline set in the PRz, together with all the documentation referred to in § 22, para. 6.
2. The family and income situation of the student and the student's family presented in the application, which is the basis for determining the right to a maintenance grant, is subject to verification by the rector (grants committee), taking into account § 13, section 4.
3. The student is fully responsible for the reliability of the information and data provided in the application and the documents attached to the application, taking into account § 21.

### **§ 24**

1. The maintenance grant is awarded on the basis of the average net monthly income per member of the student's family.
2. The income referred to in section 1 shall be based on the **student's and the student's family's** income earned in the calendar (fiscal) year preceding the academic year in which the right to a maintenance grant is established.

3. The amount of monthly income per person in the student's family is calculated by adding up the annual income of the student and the student's family and then dividing it by the number of months in the calendar year (monthly family income) and the number of persons in the student's family (monthly income per family member).
4. The detailed rules for determining the income referred to in paragraph 1 are set out in Annex 3 to these Regulations.
5. In the application for a maintenance grant, the student enters the family composition current as at the date of submission of the application. The student is obliged to update the family composition on an ongoing basis both before the grant is awarded and after it is awarded during the semester. The provisions of § 27 shall apply accordingly.

## **§ 25**

1. The Rector, in consultation with the PRZ Students' Self-Government, determines the amount of monthly income per person in the student's family entitling the student to apply for a maintenance grant. The amount of monthly income per person in the student's family entitling the student to apply for a maintenance grant shall not exceed 1.6 of the sum of the amounts referred to in Article 5, section 1 and Article 6, section 2, item 3 of the Act of 28 November 2003 on Family Benefits (Journal of Laws 2022, item 615, 1265 and 2140).".
2. The amount of monthly income referred to in paragraph 1 may be set by the Rector for a semester or an academic year.
3. The amount of the maintenance grant may depend on the monthly income per person in the student's family.
4. The Rector, in consultation with the PRz Student Government, establishes income thresholds per person in the student's family for a given semester and the amount of the maintenance grant for each income threshold, subject to section 1.

5. The arrangements referred to in paragraphs 1 and 4 shall be communicated to the scholarship committee, the scholarship appeal committee and the students in the manner customary at PRz.

## **§ 26**

1. The amount of monthly per capita income in the family of a student applying for a maintenance grant is determined in accordance with the rules laid down in the Act of 28 November 2003 on Family Benefits, except that in determining it:

1) income earned by:

- a) student,
- b) the student's spouse,
- c) the student's parents, legal guardians or actual guardians,
- d) dependants of persons referred to in points (a) to (c), minor children, children in education up to the age of 26 or, if the age of 26 falls in the final year of study, up to the completion of their studies, and disabled children of any age;

2) not taken into account:

- a) benefits referred to in Articles 86(1), 359(1) and 420(1) of the Act,
- b) scholarships received by pupils, students and doctoral students under:

not taken into account:

- (a) the benefits referred to in Article 86(1), Article 359(1) and Article 420(1),
- (b) scholarships received by pupils, students and doctoral students under:
  - European Union Structural Funds ,
  - non-reimbursable funds from aid granted by the Member States of the European Free Trade Agreement (EFTA),
  - international agreements or programmes implementing such agreements, or international scholarship programmes,

(c) material assistance benefits received by pupils under the provisions of the education system,

d) scholarships of a social character awarded by entities referred to in Article 21(1)(40b) of the Personal Income Tax Act of 26 July 1991 (Journal of Laws of 2021, item 1128, as amended).

2. A student who does not have a joint household with any parent, legal guardian or de facto guardian may apply for a maintenance grant without showing the income earned by these persons and their dependent under-age children, children studying up to the age of 26, and if the age of 26 falls in the final year of study, until their graduation, and disabled children regardless of age, if they meet **one of the** following conditions:

- 1) is over the age of 26;
- 2) remains married;
- 3) has dependent children referred to in paragraph 1(1)(d);
- 4) has reached the age of majority while in foster care;
- 5) has a permanent source of income and his/her average monthly income in the previous tax year and in the current year in the months preceding the month of submitting the statement referred to in paragraph 3 is higher than or equal to 1.15 of the sum of the amounts set out in Article 5 paragraph 1 and Article 6 paragraph 2 point 3 of the Act of 28 November 2003 on family benefits.

3. The student referred to in paragraph 2 shall make a declaration that he/she does not run a joint household with any parent, legal guardian or de facto guardian. A specimen declaration is specified in Appendix No. 6 to these Regulations.

## **§ 27**

1. The right to a maintenance grant may be re-determined in the case of:

- 1) loss of income;
- 2) income generation;

- 3) the occurrence of changes in the number of family members (e.g. birth of a child, change in marital status, the student's sibling or dependent student child turning 26);
  - 4) obtaining by the student's sibling or the student's child regardless of age, a certificate of disability, a certificate on the degree of disability or a certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons (i.e. Journal of Laws of 2019, item 1172, as amended);
  - 5) loss of validity of a disability certificate or a certificate on the degree of disability or a certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on Vocational and Social Rehabilitation and Employment of Persons with Disabilities (i.e. Journal of Laws of 2019, item 1172, as amended) due to the end of the period for which the disability was certified or for other reasons by the student's sibling or the student's child regardless of age;
  - 6) other changes affecting the right to a maintenance grant, including the amount of the maintenance grant received.
2. In the event of the occurrence of new circumstances affecting entitlement to a maintenance grant as referred to in section 1, a student in receipt of a maintenance grant shall be required to inform the rector (grants committee) thereof without **delay**.
  3. The student reports the changes on the change form, the specimen of which is set out in Appendix No. 7 to these Regulations and fills in the "Statement of income" and the application again in the USOS web system, taking into account the changes. The printed Statement of Income, together with the application and the change form and full documentation confirming the changes, is submitted by the student to the organisational unit at PRz which is responsible for student benefits. A change in the income situation of the student and/or the student's family, or a change in the number of family members, may result in a change of the amount of the grant received or a loss of entitlement to the maintenance grant. Payment of the maintenance grant in

the changed amount or withholding of the grant in the case of losing the right to the grant is effected as of the month following the month in which the change was notified.

4. In the case referred to in sec. 3, the rector (scholarship committee) shall revoke or amend the previous decision.

### **Increased social scholarship**

#### **§ 28**

1. In particularly justified cases, a student may receive a maintenance grant in an increased amount.
2. The following circumstances, if cumulative, may be regarded as a particularly justified case as referred to in paragraph 1:
  - 1) the amount of the monthly income per person in the student's family does not exceed the amount specified in Article 8(1)(2) of the Act of 12 March 2004 on Social Aid and;
  - 2) student resides:
    - a) in the PRz student residence,
    - b) in the student residence of another university,
    - c) in a facility other than a student residence– and the student's commute from their place of permanent residence to the PRz would make studying impossible or significantly difficult.
3. (repealed).
4. The fact that a student lives in a PRz student residence shall be verified on the basis of the list of students living in a given student residence. The list shall be drawn up by the administrator of the respective student dormitory at the beginning of each semester and forwarded to the organisational unit of PRz which is responsible for student benefits. The administrator shall keep the list of students living in a given student residence up to date.
5. The fact that a student lives in a student residence of another higher education institution shall be documented by an appropriate certificate confirming

residence in the student residence or by a document confirming payment of the residence fee, or by the student's declaration of residence.

6. In order to confirm the fact of a student's residence in a facility other than a student residence, the student is required to submit an appropriate declaration of residence.
7. A student applying for a maintenance grant of an increased amount is required to justify the application in an appropriate manner, presenting circumstances confirming a particularly justified case, in particular the fact that commuting from the place of permanent residence to PRz would make studying impossible or significantly difficult."
8. The circumstances referred to in paragraph 7 are considered to be, in particular:
  - 1) long journey times to PRz;
  - 2) the timetable of the available means of transport making it impossible to participate in the activities;
  - 3) long waiting times for transport;
  - 4) other circumstances.
9. A social grant in an increased amount is awarded upon the student's **application**. The application is available in electronic form, after logging in to the USOSweb system at <https://usos.prz.edu.pl>. A specimen of the application is set out in Appendix No. 8 to these Regulations.
10. The application is submitted according to the rules set out in §11.3. In addition, the student fills in an "Income Statement" in the USOS web system.
11. Before filling in the application form, the student is obliged to familiarise him/herself with the PRz procedure for applying for a maintenance grant in an increased amount.

12. Printed and signed by the student, the student should submit the application to the organisational unit of PRz which is in charge of student benefits within the deadline set by the Rector for a given semester.
13. In determining the family and income situation of the student and the student's family and the manner of documenting it by the student applying for a maintenance grant of an increased amount, the provisions laid down in § 22-27 shall apply accordingly.
14. (repealed)
15. (repealed)
16. The amount of the increased social grant may depend on the monthly income per person in the student's family.
17. In the case referred to in section 16, the Rector, in consultation with the PRz Student Government, sets the income thresholds per person in the student's family for a given semester and the amount of the maintenance grant at the increased level for each income threshold.
18. The arrangements referred to in paragraph 17 shall be communicated to the scholarship committee, the scholarship appeal committee and the students in the manner customary at PRz.
19. A student who has been awarded a maintenance grant at an increased amount is required, within seven days of the date on which the circumstances arise, to notify the rector (scholarship committee) in writing of the following:
  - 1) any change of address;
  - 2) the student resigns from accommodation in a PRz student residence or in a student residence of another higher education institution;
  - 3) change of residence in the case of accommodation in a facility other than a student residence;



- 4) other circumstances affecting the entitlement to an increased social grant.
20. In the event that the circumstances referred to in section 19 result in the student losing their right to a maintenance grant of an increased amount, the rector (grants committee) shall suspend the payment of the maintenance grant of an increased amount and repeal or amend the existing decision.
21. A student applying for a maintenance grant in a given academic year with an increased amount for the following semester is obliged to submit a **new application or a continuation application** pursuant to the rules laid down in § 22, para. 12 respectively. Specimen applications are specified in appendices no. 8 and 9 to these Regulations respectively.

## **Scholarship for people with disabilities**

### **§ 29**

1. A scholarship for persons with disabilities may be awarded to a student who has:
- 1) disability certificate;
  - 2) disability certificate;
  - 3) a certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons (i.e. Journal of Laws of 2019, item 1172, as amended), taking into account paragraphs 2 and 3
- hereinafter referred to as 'the ruling'.
2. Pursuant to Article 5 of the Act referred to in sec. 1(3), the ruling of the Social Insurance Institution's medical examiner on:

- 1) total inability to work, established pursuant to Article 12(2), and inability to lead an independent life, established pursuant to Article 13(5) of the Act of 17 December 1998 on Pensions from the Social Insurance Fund, is treated equally to a certificate of a significant degree of disability;
  - 2) inability to lead an independent life, established pursuant to Article 13(5) of the Act referred to in point 1, shall be treated in the same way as a certificate of a significant degree of disability;
  - 3) total incapacity for work, established pursuant to Article 12(2) of the Act referred to in point 1, shall be treated on a par with a certificate of moderate disability;
  - 4) partial inability to work, established pursuant to Article 12(3), and the advisability of retraining, as referred to in Article 119(2) and (3) of the Act referred to in point 1, shall be treated on a par with a certificate of light disability.
3. In accordance with Article 62 of the Act referred to in sec. 1(3):
- 1) persons who, before the date of entry into force of the Act (i.e. before 1 January 1998), were classified in one of the disability groups, are disabled within the meaning of the Act if, before that date, the certificate of classification in one of the disability groups has not expired;
  - 2) a statement of inclusion in:
    - a) A group I disability is treated on a par with a severe disability certificate,
    - b) Group II disability is treated on a par with a moderate disability certificate,
    - c) Group III disability is treated on a par with a certificate of mild disability;
  - 3) persons with permanent or long-term incapacity to work on an agricultural holding shall be regarded as disabled, except that:
    - a) persons who are entitled to attendance allowance are treated as having a significant degree of disability,
    - b) the others are treated as having a mild degree of disability.
4. The Disability Scholarship is awarded on **application by** the student. The application is available in electronic form, after logging in to the USOS web system at <https://usos.prz.edu.pl>. A specimen of the application is set out in Appendix No. 10 to these Regulations.

5. Before completing the application, the student is obliged to submit the certificate referred to in sec. 1 to the Office for Persons with Disabilities in order for the certificate to be registered in the USOS system, in accordance with the procedure in force at PRz.
6. Submission of the application shall take place in accordance with the principles set out in § 11(3).
7. The student should submit the printed and signed application to the organisational unit at PRz responsible for student benefits within the deadline set by the Rector for a given semester. The student is obliged to attach a copy of the certificate, submitted earlier to the organisational unit of PRz in order for the certificate to be registered in the USOS system pursuant to para. 5.
8. A student applying for a scholarship for persons with disabilities for the following academic year is obliged to submit a **new application** according to the specimen in appendix no. 10 to these Regulations. If the certificate was issued for a fixed period and has expired, the student is obliged to register a new certificate with the Disability Support Office according to the procedure in force at PRz.
9. Where a certificate has been issued for a limited period of time, entitlement to a disability grant shall be determined until the last day of the month in which the certificate expires, but no longer than until the end of the semester, taking into account § 14, section 2.
10. In the event of the expiry of a certificate and a re-determination of disability or the degree of disability, being a continuation of the previous certificate, the right to a disability grant shall be established as of the first day of the month following the month in which the previous certificate expired, if the student fulfils the conditions entitling him/her to receive this grant and has submitted an application for the determination of disability or the degree of disability within a month from the date of the expiry of the previous certificate, subject to paragraphs 11 and 12.

11. In the case referred to in para. 10, a student is obliged to register a certificate which is a continuation of the previous certificate at the Disability Affairs Office and submit a **new application** for a disability grant to the organisational unit of PRz which is in charge of student benefits, according to the specimen in Appendix No. 10 to these Regulations, within two weeks of receiving the certificate. If the two-week deadline for registering the ruling and submitting the application is exceeded, the right to a disability grant is established from the month in which the application is submitted, without the possibility of compensation for previous months.
12. A scholarship for persons with disabilities may be awarded during the academic year. Entitlement to a scholarship shall be established as of the month in which a duly completed application is submitted, with no possibility of compensation for previous months. The provisions of § 12 shall apply accordingly.
13. The Rector, in consultation with the PRz Student Government, determines the amount of the scholarship for disabled students. The amount of the scholarship is set per semester.
14. The amount of the scholarship for disabled persons may vary depending on the degree of disability.
15. The arrangements referred to in paragraph 13 shall be communicated to the scholarship committee, the scholarship appeal committee and the students in the manner customary at PRz.

## **Financial Aid**

### **§ 30**

1. An aid payment can be granted to a student who is temporarily in a difficult life situation.
2. A difficult living situation can be caused in particular by:

- 1) a fortuitous event, i.e. an accident, serious illness of the student, death or serious illness of a member of the student's family, natural disaster (e.g. fire, flood, hurricane);
  - 2) the birth of a child;
  - 3) another event as a result of which the student is temporarily placed in a difficult life situation.
3. The financial aid is granted upon a duly justified and documented **application by** the student. The application is available in electronic form by logging into the USOSweb system at <https://usos.prz.edu.pl>. A specimen application form is set out in Appendix No. 11 to these Regulations.
4. Printed and signed by the student, the student submits the application together with documents confirming a difficult life situation to the organisational unit of PRz which is in charge of student benefits.
5. An aid can be granted no more than **twice** per academic year.
- 5a. The limitation on the number of aid payments referred to in paragraph 5 shall not apply to citizens of Ukraine whose stay in the territory of the Republic of Poland is recognised as legal pursuant to Article 2, paragraph 1 of the Act of 12 March 2022 on assistance to citizens of Ukraine in connection with armed conflict in the territory of the country (Journal of Laws, item 583, as amended), who are students.
6. The application for the benefit must be submitted immediately, but no later than within six months from the date of the event or the cessation of the effects of the event giving rise to the benefit.
7. A student may apply for an allowance for an incident that occurred during the current academic year. If the incident took place during the summer holidays, the student may apply for an aid payment in the following academic year.
8. A student may only receive one grant due to the same event, except in the case of a severe and chronic illness of the student or a member of the student's immediate family.

9. In justified cases, the rector (grants committee) may request documentation of the income and financial situation of the student and the student's family and take this situation into account when assessing whether the student fulfils the criterion referred to in section 1.
10. The amount of the allowance is determined on a case-by-case basis.

### **Rector's scholarship**

#### **§ 31**

1. The Rector's scholarship **may be awarded to a** student who has achieved outstanding academic results, scientific or artistic achievements, or sporting achievements in a competition at least at the national level.
2. The Rector's scholarship **is awarded to a** student admitted to the first year of study in the year in which the matriculation examination is taken:
  - 1) a laureate of an international subject competition or a laureate or finalist of a central-level subject competition, as referred to in the regulations on the educational system;
  - 2) a medallist  
in at least a competitive sporting competition for the title of Polish Champion  
in a given sport, as referred to in the sports regulations.
3. A student referred to in section 1 may be awarded the Rector's scholarship and the minister's scholarship referred to in § 5 at the same time.
4. The Rector's scholarship referred to in paragraph 1 may be awarded to a student who ranks in the ranking list and meets the following conditions respectively:
  - 1) pass at least the first year of first or second cycle studies;
  - 2) who is in the first year of second-cycle study and who has fulfilled the criteria set out in paragraph 1 in the final year of first-cycle study or in the

- final semester if the final year was one semester according to the study programme;
- 3) in the upper years of study will have fulfilled by the end of the previous academic year all the conditions stipulated by the Academic Regulations and the study programme required to pass the year of study in the course;
  - 4) will be registered for the following year of study.
5. The Rector's scholarship is awarded for a particular course of study.
  6. A student referred to in section 1 studying simultaneously in several fields of study may apply for the rector's scholarship in any of those fields of study, but may only be awarded the rector's scholarship in one field of study chosen by the student, subject to § 6, section 1.
  7. The rector's scholarship referred to in section 1 may be applied for by students referred to repeat a course (subject) in the following academic year who, with the consent of the dean, complete the repeated course (subject) in the academic year on the basis of which the right to the rector's scholarship is established.
  8. A student who, in the year of study on the basis of which entitlement to the rector's scholarship is established, has been registered for the following semester with an admissible debt, and a student who, in the previous academic year, was on leave of absence from classes, may not apply for the rector's scholarship referred to in section 1 in a given academic year, subject to sections 9 and 10.
  9. A student who has been granted a leave of absence from classes may apply for the rector's scholarship referred to in section 1, provided that the application is submitted before the beginning of the leave of absence within the deadlines applicable at PRz. If the rector's scholarship is awarded, it is paid pursuant to the rules laid down in §8.
  10. The Rector's scholarship referred to in section 1 may also be applied for by students who completed the previous year of study in different academic years, e.g. when taking a leave of absence from long-term study.

11. A student who has been registered for the current year of study for the following semester with an admissible debt may apply for the Rector's scholarship referred to in section 1 for the following semester, for the previous year of study, provided the previous year has been passed.
12. A student who transfers from another higher education institution, including a foreign institution, to PRz during the academic year may also apply for the Rector's scholarship, subject to the provisions of § 35, section 15.
13. A student in the final semester of a first- or second-cycle degree programme who has not submitted his or her diploma thesis by the deadline set in the Academic Regulations and has been granted an extension of the deadline for the completion of the diploma thesis module and completion of the semester may not apply for the Rector's scholarship.

## § 32

1. The Rector's scholarship is awarded on **application by** the student. The application is available in electronic form after logging in to the USOS web system at <https://usos.prz.edu.pl>. A specimen application form is set out in Appendix No. 12 to these Regulations.
2. Printed and signed by the student, the student shall submit the application to the organisational unit at PRz which is in charge of student benefits within the deadline set by the Rector for a given semester, taking into account §12, para. 5.
3. A student applying for the Rector's scholarship referred to in § 31, section 1 on account of academic or artistic achievements or sporting achievements in a competition of at least the national level shall attach documents confirming such achievements to the application form. The manner of documenting individual achievements is specified in Appendix No. 13 to these Regulations.
4. Students applying for a rector's scholarship on the basis of the circumstances referred to in § 31, section 2, subsection 1 shall attach to their application a certificate confirming the title of winner of an international subject competition or winner or finalist, respectively, of a central-level subject competition referred



to in the regulations on the educational system, issued by the organiser of the subject competition according to the specimen laid down in separate regulations.

5. A student who is a laureate of an international subject competition is obliged to present the original certificate together with a translation into Polish made by a sworn translator.
6. A student applying for a rector's scholarship based on the circumstances referred to in § 31, section 2, subsection 2 shall attach to the application a certificate confirming the sports result achieved by the student, issued by the relevant Polish sports association.
7. The documents referred to in paragraphs 3-6 shall be submitted by the student in originals or copies. **If copies are submitted, the originals of the documents must be presented for inspection in order to confirm that the copies are in conformity with the originals. Authentication of copies of documents is performed by an employee of the organisational unit of PRz which is responsible for student benefits or the Academic Sports Club of PRz, hereinafter referred to as "KU AZS PRz".**
8. If the circumstances of a case which have a bearing on the determination of a student's entitlement to a rector's scholarship require confirmation by a document other than those listed in sections 4 and 6 respectively and in Appendix 13 to these Regulations, the rector (the scholarship committee) may require that such a document be provided.

### **§ 33**

1. The Rector's scholarship referred to in § 31, section 1 may be awarded to a student who has:
  - 1) outstanding academic performance;
  - 2) outstanding academic performance, scientific or artistic achievement or sporting achievement in a competition at least at national level;

- 3) academic or artistic achievement or sporting achievement in competition at least at national level.
2. A high grade point average of **at least 4.001 or higher is** considered outstanding academic performance.
3. **Academic** achievements are considered to be:
  - 1) presentations at scientific conferences;
  - 2) scientific publications in scientific journals or scientific publications in the form of a book/book chapter/monograph/chapter in a monograph;
  - 3) awards and participation in science competitions;
  - 4) participation in research projects or studies;
  - 5) completed national and international scientific internships of at least 14 days;
  - 6) a minimum of one semester of part-time study at another university within the ERASMUS programme.
4. The academic achievements referred to in paragraph 3 should be:
  - 1) **related to the course of study** in the field of study in which the student is applying for the Rector's scholarship, or
  - 2) **carried out on behalf of the PRz authorities**, or
  - 3) **related to the representation of PRz**.
5. **A student may demonstrate multiple achievements** within a given **academic achievement** category as **defined in paragraph 3. The points obtained in the individual academic achievement categories shall be added up.**
6. **Artistic** achievement is considered to be:
  - 1) outstanding artistic works, including visual arts, music, theatre, photography;
  - 2) the publication of an artistic work;

3) awards and participation in art competitions.

7. **The artistic** achievements referred to in paragraph 6 should be:

- **related to the course of study** in which the student applies for a rector's scholarship, or
- **carried out at the request of the PRz authorities**, or
- **related to the representation of the PRz**.

8. **A student may demonstrate multiple achievements** within a given category of artistic achievement as defined in sec. 6. **The points obtained in the individual categories of artistic achievements are added up.**

9. The following are regarded as **sporting** achievements in competition at least at the national level, hereinafter referred to as "**sporting achievements**":

- 1) the participation of the student in the Olympic Games, the Paralympic Games, the Deaflympic Games, the World Championships, the World Youth Championships, the European Championships, the Universiade, the European Youth Championships, the World Academic Championships, the European Academic Championships, the European Student Games or in competitions of that level organised for disabled people;
- 2) the student's **1st to 6th** place or participation in the Polish Championships, the Polish Academic Championships or a competition of that rank organised for people with disabilities;
- 3) the student's **1st to 6th** place or participation in the Academic Polytechnic Championships, the Polish Cup, the Academic Cup of Poland or a competition of this rank organised for people with disabilities;
- 4) student's participation in state leagues at the central level - premier league and I-II league;
- 5) other competitions of international or national rank (tournaments, cups, championships).

10. The **categories of sporting achievement** listed in **sec. 9 points 1-3** should be:
- 1) **carried out at the request of PRz authorities** or KU AZS PRz, or
  - 2) **related to the representation of PRz.**
11. Within sporting **achievements**, a student can demonstrate only one **category of sporting achievement as defined in paragraph 9. Points obtained in the individual categories of sporting achievement are not added up, the highest-scoring sporting achievement counts.**
12. In an application for a rector's scholarship, a student is required to provide the **grade point average** obtained in the **previous year of study, as** determined in accordance with the rules laid down in §35, respectively, taking into account §31, section 4, subsection 2.
13. When applying for the rector's scholarship on the basis of academic or artistic achievements or sporting achievements, students shall be required to indicate, in their application for the rector's scholarship, the average marks referred to in section 12 and information concerning, respectively, academic or artistic achievements or sporting achievements.

### **§33a**

1. Subject to section 8, the Rector's scholarship may also be awarded to a doctoral student who commenced their doctoral programme before the 2019/2020 academic year and has fulfilled the following conditions in the year preceding the award of the scholarship:
  - a) have obtained very good or good results in the examinations included in the doctoral programme,
  - b) has demonstrated progress in his/her academic work and in the preparation of his/her doctoral thesis,

- c) During his doctoral studies at the university, he showed particular commitment to teaching.
2. Very good or good results in examinations included in the doctoral programme shall be regarded as obtaining at least good grades in individual examinations obtained in the academic year preceding the award of the scholarship or, if the doctoral programme does not provide for examinations in the assessed period, obtaining at least good results in individual credits.
  3. In the application for the Rector's scholarship, the doctoral student is required to indicate the average of the examinations obtained in the academic year preceding the awarding of the scholarship.
  4. The grade point average referred to in sec. 3 is calculated as a weighted average to three decimal places. The grade point average is automatically generated from the USOS web system on the basis of the relevant ranking drawn up by the Faculty Dean's Office.
  5. A doctoral student applying for the Rector's scholarship is required to attach to their application an evaluation of their progress in the doctoral dissertation and in the preparation of the dissertation, as well as an evaluation of their degree of involvement in teaching.
  6. An evaluation concerning the progress of the doctoral student's academic work and the preparation of the doctoral dissertation shall be made in writing by the academic supervisor/promoter. The model of the assessment is specified in appendix no. 15a to these Regulations.
  7. The degree of involvement in the doctoral student's teaching work shall be assessed in writing by the head of the department/department which commissioned the doctoral student to teach or participate in teaching. A model of the assessment is set out in Appendix 15b to these Regulations.
  8. The Rector's scholarship may be awarded to a doctoral student who has achieved an arithmetic mean of at least 4.5 as determined by:

- a. the average of the examination results obtained in the academic year preceding the award of the scholarship, as referred to in sec. 3,
  - b. the arithmetic mean of the marks indicated in points 1 to 3 of the evaluation form referred to in sec. 6,
  - c. the assessment indicated on the assessment form referred to in sec. 7;
9. A specimen application form for the Rector's scholarship for doctoral students is set out in Appendix 15c to these Regulations.
10. In the case of an extension of the duration of doctoral studies pursuant to § 45, sec. 1 of the Regulations for Doctoral Studies at Rzeszów University of Technology, a doctoral student may receive the rector's scholarship, after fulfilling the conditions laid down in section 1, for no longer than one year.
11. In the case of an extension of the duration of doctoral studies pursuant to § 45 sections 2-3 of the Regulations for Doctoral Studies at Rzeszów University of Technology, a doctoral student may be awarded the rector's scholarship after fulfilling the conditions laid down in section 1. In the case of a further extension of the duration of doctoral studies, a doctoral student may not apply for the rector's scholarship in a given academic year following the end of the extension.

### **§ 34**

1. In order to be eligible for the Rector's scholarship referred to in § 31, section 1, a student must have passed the previous academic year.
2. Distinguished academic results  
, scientific or artistic achievements or sporting achievements obtained in the previous year of study are taken into account, as appropriate, when assessing applications:
  - 1) **in the winter and summer semesters** - for students starting their studies from the winter semester in the month of October, the study year lasts from

- the beginning of the winter semester until the end of the summer semester of the respective academic year. This period also applies to academic or artistic achievements or sporting achievements;
- 2) **in the summer and winter semesters** - for students commencing their studies from the summer semester in the month of February. For students enrolled in the second degree programme in the month of February, the study year lasts from the beginning of the summer semester in the year of commencement of the second degree programme until the end of the winter semester of the following academic year. This period also applies to academic or artistic achievements or sporting achievements;
- 3) **in a semester** - where the final year of study in accordance with the study programme lasted one semester. Applies to first-year second-cycle students who have completed a first-cycle course of seven semesters and started a second-cycle course in the summer semester of the same academic year. This period also applies to academic or artistic achievements or sporting achievements---;
- 4) **in the winter and summer semesters** - for students commencing their studies from the winter semester in the month of October. Applies to first-year second-cycle students who have completed a first-cycle course of 7 semesters and started second-cycle studies in the winter semester of the following academic year. This period only applies to academic or artistic achievements or sporting achievements. Outstanding academic performance is taken into account for the 7th semester.
3. The detailed dates for the start and end of the winter and summer semesters are determined by the Rector's order on the detailed organisation of the academic year.

## **§ 35**

1. The grade point average for the purposes of the Rector's scholarship referred to in § 31, section 1 is determined to **three** decimal **places** with rounding up.

2. The grade point average referred to in sec.1. is determined as a weighted average based on the final grades in all courses (subjects) included in the curriculum for a given grading period, subject to sec. 7. The grade point average is automatically generated from the USOS web system on the basis of the relevant ranking drawn up by the dean's office of the relevant faculty.
3. In order to determine the grade point average, grades from courses (subjects) included in the applicable study programme, obtained only in the previous year of study (resulting from the study programme) are taken into account, taking into account § 31, sec. 4, point. 2.
4. If a student repeats a course (subject) from a previous year of study during the year of study based on which the right to the Rector's scholarship is established, the final grade from that course (subject) is not taken into account when establishing the grade point average.
5. In the case of a student changing the field of study at PRz or transferring from another university, including foreign universities, the final grades from all courses (subjects) included in the curriculum of the previous course of study or the course pursued at another university, respectively, are included in the grade point average.

If a given course (subject) ends with a credit and an examination, only the grade from the examination is taken into account in establishing the grade point average.
- 5a. If a student has completed a year of study while enrolled at another tertiary-level institution and, after transfer to PRz, the dean has determined the curriculum differences for the year completed at the other institution, the student may apply for the rector's scholarship on the basis of the results obtained in the previous course of study. The provisions of section 5 shall apply accordingly.
6. In determining the average grade for a given grading period or course of study, final grades for courses (subjects) completed as programme differences designated by the dean, courses not included in the study programme, including courses complementing the learning outcomes necessary for



undertaking a second-cycle programme in a specific course of study, are not taken into account.

7. In the case of a student in the first year of second-cycle study, the grade point average referred to in sec. 1 shall be determined as the arithmetic mean based on the final grades for all courses (subjects) obtained in the final year of first-cycle study. If a given course (subject) ends with a final examination and credit, only the examination grade shall be taken into account in calculating the grade point average. Where a diploma thesis, diploma seminar or work placement is a course module and is allocated ECTS credits, the grade from the diploma seminar, the diploma thesis and the work placement shall be taken into account when calculating the grade point average, subject to sections 9 and 11-12.
8. The arithmetic mean referred to in section 7 is determined in the USOS web system on the basis of the final grades obtained in the final year of first-cycle study, based on the relevant ranking drawn up by the dean's office of the relevant faculty.
9. In the case of a first-year second-cycle student who graduated from PRz in the academic year in which he or she commenced second-cycle studies at PRz in the same field of study, the arithmetic mean of the grades is generated automatically from the USOS web system, on the basis of a relevant ranking drawn up by the Dean's Office of the relevant faculty. The student is not required to submit the statement referred to in para. 10 and documents concerning the grade point average (e.g. diploma supplement).
10. The student referred to in section 7 is required to submit a statement on the arithmetic mean of the grades obtained in the final year of first-cycle studies, the specimen of which is specified in Appendix No. 14 to these Regulations, and documents concerning the mean of the grades. The statement is available in the USOS web system when filling in the application for the Rector's scholarship.
11. A first-year second-cycle student who graduated from PRz in the previous academic years in the field in which he or she undertook second-

cycle studies, as well as a student who graduated from PRz in the current academic year or in previous academic years, and who undertook second-cycle studies in a field of study other than that completed as a first-cycle student or at a different faculty, shall submit a statement of the arithmetic mean of the grades referred to in section 10 together with a copy of the diploma supplement. The original of the Diploma Supplement must be submitted for inspection in order to ascertain that the copy is a true copy of the original.

12. A first-year second-cycle student who is not a PRz graduate shall submit a declaration of the grade point average referred to in section 10, together with a copy of the student's course book or the diploma supplement, and attach to the declaration a certificate from the graduate school of the applicable grading scale. The original of the student's transcript or the diploma supplement shall be presented for inspection to establish that the copy is a true copy of the original.

13. The arithmetic mean of the final grades obtained by a student in the first year of a second degree programme on a grading scale in which the highest is 5.50 or 6.00 shall be converted according to the following formulas, respectively:

1) with a grading scale of 2 to 5.50

PRz average =  $\frac{6}{7} \times \text{average} + \frac{2}{7}$ ;

2) with a grading scale of 2 to 6.00

PRz average =  $\frac{3}{4} \times \text{average} + \frac{1}{2}$ ;

Where:

- **PRz average** means the average of the PRz scores;
- **mean** means the average of the grades obtained in the final year of study as established on the basis of the student's diploma book or the diploma supplement.

14. For students who have completed part of their programme of study at another higher education institution, including a foreign institution, the grade point average for the previous year of study shall be determined on the basis of the results obtained at the institution where they completed their studies, converted into the grading scale applicable at PRz.
15. In the case of transfer from another higher education institution, including a foreign institution, during the academic year, the grade point average is calculated on the basis of the final grades from all courses (subjects) from the semester taken at the institution from which the transfer was made and the semester taken at PRz. If a given course (subject) ends with a credit and an examination, only the grade from the examination is taken into account in calculating the grade point average.

### § 36

1. An application for the Rector's scholarship referred to in § 31, section 1 shall be assessed by means of a scoring method, in accordance with the criteria for the substantive assessment of applications for the Rector's scholarship set out in Appendix 13 to these Regulations, with the maximum number of points to be obtained, respectively, for:
  - 1) outstanding academic performance - **100** points, subject to sec. 2;
  - 2) academic achievements presented by the student and recognised by the rector (the scholarship committee) - a maximum of **100** points. If an achievement is presented which will cause the maximum number of points to be exceeded, points may be awarded for this achievement only in a number which will not cause the maximum number of 100 points to be exceeded. The points in the individual categories of scientific achievements are added up;
  - 3) an artistic achievement presented by the student and recognised by the rector (the scholarship committee) - a maximum of **100** points. If an achievement is presented which will cause the maximum number of points to be exceeded, points may be awarded for this achievement only in a

number which will not cause the maximum number of 100 points to be exceeded. The points in the individual categories of artistic achievement are added up;

4) sports achievements presented by the student and recognised by the rector (scholarship committee) - maximum **100** points. Points in individual categories of sporting achievements are not added up.

2. The number of points for outstanding academic performance is determined according to the following formula:

$$\text{PWN} = (\text{SO} - 4) \times 100,$$

where the meaning of the individual symbols is as follows:

**MNE** - points earned for outstanding academic performance,

**SO** - the student's grade point average.

3. For a grade point average **lower than 4.001**, the number of points for outstanding academic performance is **0**.

### **§ 37**

1. The sum of the qualifying scores obtained by the applicant determines the place on the ranking list.
2. The total number of qualifying points is the sum of points obtained for outstanding academic performance, scientific or artistic achievement or sporting achievement, determined according to the formula:

$$\text{LPK} = \text{PWN} + \text{PON} + \text{POA} + \text{POS},$$

where the meaning of the individual symbols is as follows:

**LPK** - total number of qualifying points,

**MNE** - points earned for outstanding academic performance,

**PON** - points obtained for academic achievement,

**POA** - points obtained for artistic achievement,

**POS** - points earned for sporting achievements.

3. The ranking list shall include all students referred to in § 31, section 1 who have applied for the Rector's scholarship, indicating the qualifying marks awarded, ranked from highest to lowest.
4. Ranking lists are created for a given field of study, jointly for full-time and part-time studies, separately for first- and second-cycle studies.
5. On the basis of the applications verified by the rector (scholarship committee), a **preliminary ranking list** is created, ranked according to the number of qualifying points obtained in order from the highest to the lowest. The list includes only the album number and the number of points obtained by the student.
6. Within the time limit set by the rector (scholarship committee), all students who have submitted an application for the rector's scholarship referred to in § 31, section 1 shall be required to check whether the number of qualifying points awarded is correct and, if discrepancies are found, to explain them, subject to section 7.
7. The preliminary ranking list is the basis for reporting only discrepancies in the number of qualifying points awarded by the rector (scholarship committee), without the possibility of supplementing the application with additional achievements not shown in the previously submitted application.
8. The ranking list referred to in paragraph 5 is the basis for the creation of the **final ranking list**. The final ranking list may differ from the preliminary ranking list announced due to comments made by students which have been taken into account by the Rector (scholarship committee). **The final ranking list is ranked according to the number of qualifying points obtained, in order from highest to lowest.**

9. On the basis of the final ranking list, a group of students entitled to receive the rector's scholarship is selected. **The rector's scholarship is awarded consecutively according to the place occupied on the final ranking list.**
10. The rector's scholarship shall be awarded to no more than 10% of students in a given field of study in a given semester, subject to sections 11 to 14. Students referred to in § 31, section 2 shall not be included in the determination of the number of students receiving the rector's scholarship referred to in the first sentence.
11. 100% of the students in a given course of study shall be the number of students with student status and registered for the winter or summer semester respectively of the academic year concerned. The date by which the number of students for the summer semester or winter semester respectively is determined is set by the Rector (Scholarship Committee). The 100% figure also includes students repeating a course (subject)/semester, those awaiting repetition, those on leave from classes and those completing a part of their programme of study at another higher education institution, including a foreign institution. The 100% does not include those who have not taken the oath.
12. For a given semester, the Rector, in consultation with the PRz Student Government, determines a percentage of no **fewer than 8 and no more than 10** students in each field of study conducted at PRz who will receive the Rector's scholarship.
13. If the number of students in a course of study is less than 10, the Rector's scholarship may be awarded to 1 student.
14. If there are more students with the same number of points in the last position on the final ranking list referred to in sec. 8, and the number of students entitled to the rector's scholarship exceeds 10% of the number of students in a given course of study, the students in the last position on the ranking list with the same number of points will not be entitled to the rector's scholarship, which means that these students will not be included on the final ranking list.

15. The deadlines for drawing up the preliminary and final ranking lists for the winter semester and summer semester in an academic year are set by the Rector (scholarship committee).

### § 38

1. The rector (scholarship committee) evaluates the applications.
2. Where special information is required for the assessment of an application, the Rector (Grants Committee) may request an expert to provide an appropriate opinion.
3. The amount of the scholarship for a given semester is determined by the Rector in consultation with the PRz Student Government, however, the amount of the scholarship may be differentiated depending on the number of qualifying points obtained by the student.
4. In the case referred to in section 3, the student referred to in § 31, section 2 shall receive the Rector's scholarship at the highest amount.

### § 39

1. In order to be awarded the Rector's scholarship on the basis of the circumstances referred to in § 31, section 2, a student must be enrolled in a degree programme in the year in which the matriculation examination is taken.
2. In an application for a rector's scholarship based on the circumstances referred to in § 31, section 2, point 1, a student must **state the title of winner of an international subject competition or winner or finalist of a central-level subject competition referred to in the regulations on the educational system and the year in which the final secondary school examination was taken.**
3. In an application for a rector's scholarship based on the circumstances referred to in § 31, section 2, point 2, a student is required to **indicate the sports result achieved and the year in which the matriculation examination was taken.**

4. In the case of an international subject competition, the rector (scholarship committee) assesses, on the basis of the documents submitted by the student, whether a given subject competition entitles the student to apply for the rector's scholarship. The provision of § 38, section 2 shall apply accordingly.

## § 40

A student referred to in § 31, sections 1 and 2, who applies for a Rector's scholarship for the following semester in an academic year, is required to **reapply**, with the following:

- 1) a student whose information (grade point average and additional achievements) given in the application in the previous semester in a given academic year has not changed, and a first-year student of a second-cycle programme commenced in a given academic year in the summer semester, applying for the Rector's scholarship for the following semester (second) in the following academic year, whose information (grade point average and additional achievements) given in the application in the previous semester has not changed, and a first-year student of a first-cycle programme submits a **continuation application**, the specimen of which is specified in Appendix No. 15 to these Regulations;
- 2) a student whose information given in the application in the previous semester in a given academic year has changed (shows additional achievements not shown in the previous semester) and a student in the third semester of second-cycle studies shall submit a **new application in** accordance with the specimen in appendix no. 12 to these Regulations, together with the documents referred to in § 32 sec. 3.



**Detailed criteria and procedures for  
granting of accommodation in a student residence**

**§ 41**

1. A student of PRz may apply for accommodation in the student dormitory of PRz, hereinafter referred to as "DS", if he/she:
  - 1) has not, at the time of applying for a place in a DS, forfeited his/her right to accommodation in a DS on the basis of a final decision of a disciplinary committee or a decision of the Rector on account of a gross breach of the Student Dormitory Regulations of the Rzeszów University of Technology;
  - 2) is not in arrears with their DS place payment;
  - 3) is not on a leave of absence from classes lasting more than 4 weeks;
  - 4) is not a student in the final year of first or second cycle studies.
2. A student may apply for:
  - 1) places in DS;
  - 2) a place for a disabled person in the DS;
  - 3) double room in DS;
  - 4) a room for a mother or father with a child in the DS.
3. A place in the DS is allocated once a year, before the start of the academic year for which it is granted on a date set by the Rector.

**§ 42**

1. A place in the DS for a given academic year is granted upon **application by** the student.
2. Submission of an application for a DS place shall be made by the deadline set by the Rector.

3. If an application for a DS place is not submitted by the applicable deadline, the student may submit a reasoned application to the Rector to allow the application to be submitted.
4. A place in a DS for a person admitted for the first year of studies, for a disabled person, a room for a married couple, a room for a mother or father with a child and a place for a foreign student studying at PRz within the framework of international cooperation is granted by the Rector.
5. A DS place for a student from the second year onwards is granted by the University's Student Residence Committee.
6. Within the number of places available to all DS for a given academic year, the Rector sets a place limit for:
  - 1) of persons who will be admitted to the first year of full-time first- and second-cycle studies, in an amount not exceeding 20% of the total number of places, distributed among the individual faculties in proportion to the planned number of admissions in the faculty, set for the academic year in question;
  - 2) students applying for:
    - a) space for a disabled person,
    - b) marriage room,
    - c) a room for a mother or father with a child;
  - 3) foreign students studying at PRz in the framework of international exchange in the amount notified by the organisational unit of PRz in charge of international cooperation;
  - 4) PhD students.
7. The remaining DS places remain at the disposal of the University's Student Residence Committee, subject to sec. 11.
8. The accommodation plan in the individual DS for a given academic year and the distribution of places for students of the individual faculties are reviewed by the Student Government.

9. Priority for accommodation in the DS is given to full-time students whose daily commute to the university would make studying impossible or significantly difficult and who are in a difficult financial situation.
10. In particularly justified cases, the Rector may grant a place in DS to a student who does not meet the criteria indicated in these Regulations.
11. If there are vacancies in the DS, other PRz students, graduates of PRz or students from other universities may apply for them. These places remain at the disposal of the Head of Student Residence.

### **§ 43**

1. The Rector allocates a place in a DS to a person enrolled in the first year of a first- or second-cycle full-time degree programme starting in the winter semester within the space allocated to the faculty, as referred to in §42 sec. 6 point. 1, taking into account sections 3 and 4.
2. A candidate for first- or second-cycle studies, which start from the winter semester, applying for a place in a DS, is obliged to fill in an application for a place in a DS by the deadline for online registration for studies. If qualified for admission to a specific course of study, the applicant submits the signed application to the Rector at the office of the Interdepartmental Recruitment Committee. The application is available in the Internet Recruitment System "SIR". A specimen of the application is specified in Appendix No. 16 to these Regulations.
3. A student with a place in a DS who has completed a first degree programme in the winter semester in a given academic year, and who as of the summer semester will continue his/her education in a full-time second degree programme, retains the right to reside in the DS without having to submit an application during the recruitment process for the second degree programme, provided that he/she presents the administrator of the DS in question with a confirmation of enrolment on the list of full-time second degree students

issued by the Interdepartmental Recruitment Committee within 7 days of receiving the confirmation.

4. A student enrolled on a full-time first- or second-cycle degree programme starting in a given academic year from the summer semester, who would like to obtain a place in a DS, is obliged to obtain information from the administrator of the given DS about the possibility of accommodation on his/her own.
5. The Rector allocates a place in DS to a foreign student studying at PRz as part of international exchange in consultation with the organisational unit of PRz in charge of international cooperation within the limit of places referred to in § 42, sec. 6, point 3.
6. A student is entitled to request a review of the rector's decision. The application shall be lodged within 14 days of the delivery of the decision.
7. Students applying for a place in the DS for a disabled person, a marriage room, a room for a mother or father with a child and a student in higher years of study shall complete and submit applications for a place in the DS according to the rules set out in § 47 respectively.

## **§ 44**

1. The allocation of a DS place takes into account:
  - 1) the distance from the place of permanent residence to Rzeszów, subject to sec. 2;
  - 2) the amount of monthly income per person in the student's family.
2. A student permanently registered in the municipality of Rzeszów and in the boroughs bordering Rzeszów (Boguchwała, Chmielnik, Głogów Małopolski, Krasne, Lubenia, Świlcza, Trzebownisko, Tyczyn) may apply for a place in a DS if he/she can prove that daily commuting to and from classes is impossible or particularly difficult for reasons beyond the student's control, in particular due to lack of transport connections.

3. The distance referred to in sec. 1, point 1, is calculated on the basis of the shortest route the student must take from the place of permanent residence to Rzeszów. This distance is generated automatically in the application on the basis of a map of the route with marked points, downloaded from Google Maps. Students can correct the distance if they think it is incorrect and if they have another document confirming it (train, bus or coach ticket), a scan of which they are obliged to attach when filling in the application in the USOS web system. The document confirming the place of permanent residence is the student's statement included in the application form or, in case of doubt, another document confirming the place of permanent residence.
4. In determining the amount of the monthly income per person in the student's family referred to in section 1, point 2, the provisions set out in § 22-27 shall apply accordingly.
5. It is established that:
  - 1) A student whose monthly per capita income in his/her family **does not exceed the income determined in the Agreement referred to in § 25 sec. 1** is required to complete and validate an "Income Statement" in the USOS web system;
  - 2) a student who is not applying for a maintenance grant and whose monthly income per person in his/her family **exceeds the income established in the Agreement referred to in § 25, sec. 1**, does not fill in the "Statement of income" in the USOS web system, and on the application form for a place in a DS, in the "Income" field, selects the option **"above the established income"**;
  - 3) a person admitted to the first year of a full-time first- or second-cycle degree programme starting in the winter semester shall document his/her family and income situation after obtaining a place in a DS, in accordance with these Regulations.
6. The income referred to in section 5 is the income entitling the student to apply for a maintenance grant, the amount of which is determined in accordance with § 25, section 1.

7. A student applying for a place in the DS for a disabled person, a marriage room, a room for a mother or father with a child shall document income in accordance with sec. 5.

#### **§ 45**

1. The amount of monthly income per person in the student's family and the distance from the place of permanent residence to Rzeszów are converted into qualifying points by the **weights** specified in sections 2 and 3 respectively.
2. The points for the amount of monthly income per person in the student's family allocated to each income threshold are specified in the table.

<b>Amount of monthly income per person in the student's family (in PLN)</b>	<b>Points</b>	<b>Weight</b>
0-50,00	21	<b>5</b>
50,01-100,00	20	
100,01-150,00	19	
150,01-200,00	18	
200,01-250,00	17	
250,01-300,00	16	
300,01-350,00	15	
350,01-400,00	14	
400,01-450,00	13	
450,01-500,00	12	
500,01-550,00	11	
550,01-600,00	10	
600,01-650,00	9	

650,01-700,00	8
700,01-750,00	7
750,01-800,00	6
800,01-850,00	5
850,01-900,00	4
900,01-950,00	3
950,01-1000,00	2
<b>from 1,000.01 - up to the amount of</b> income determined in the agreement referred to in § 44 paragraph 5	1
<b>above</b> the income determined in the agreement referred to in § 44 (5)	0

3. The points for distance from the place of permanent residence to Rzeszów assigned to each distance threshold are set out in the table.



<b>Distance (in km)</b>	<b>Points</b>	<b>Weight</b>
0-25,00	0	<b>3</b>
25,01-50,00	1	
50,01-100,00	2	
100,01-150,00	3	
150,01-200,00	4	
200,01-250,00	5	
250,01-300,00	6	
300,01-350,00	7	
350,01-400,00	8	
400,01-450,00	9	
450,01-500,00	10	
500,01-600,00	11	
600,01-700,00	12	
700,01-800,00	13	

800,01-900,00	14	
900,01-1000,00	15	
above 1000.01	16	

4. The total qualifying score is the sum of the points determined according to the **formula:**

$$\text{SUM} = (\text{pkt\_doch} \times 5) + (\text{pkt\_odl} \times 3),$$

where the meaning of the individual symbols is as follows:

**pkt\_doch** - points resulting from the amount of monthly income per person in the student's family;

**pkt\_odl** - points resulting from the distance from the place of permanent residence to Rzeszów.

#### **§ 46**

1. The University's Student Residence Committee, hereinafter referred to as the DS Committee, is appointed by the Rector for a given academic year.
2. The DS Commission consists of:
  - 1) students representing all faculties of PRz - one representative from each faculty, delegated by faculty student councils in agreement with the Presidium of the PRz Student Government;
  - 2) (repealed);
  - 3) two representatives of the PRz Student Government delegated by the President of the PRz Student Government;

- 4) a representative of the PRz Doctoral Student Self-Government delegated by the President of the PRz Doctoral Student Self-Government;
  - 5) an employee of an organisational unit of the PRz with responsibility for student benefits;
  - 6) the manager of the Student Residences or a person delegated by the manager.
3. At the first meeting, the members of the DS Commission shall elect a chairperson, a vice-chairperson and a secretary from among themselves. The election shall take place by simple majority in the presence of at least half of the DS Commission.
4. The work of the DS Committee is directed by the chairman.
5. The DS Commission's responsibilities include:
- 1) collecting applications from upper year students applying for a place in the DS;
  - 2) verification of applications in terms of their correctness and the completeness of the required documents, taking into account § 41(1);
  - 3) drawing up an alphabetical list of students applying for a place in a DS;
  - 4) drawing up a basic ranking list of all students whose applications have been **successfully verified**;
  - 5) sending information by e-mail to the student's individual postal account about the obligation to check the number of qualifying points obtained and about granting or refusing to grant a place in the DS;
  - 6) allocation of DS places;
  - 7) drawing up lists of students who have been granted a place in a given DS and forwarding them to the administrator of the relevant DS and to the organisational unit of the PRz having responsibility for student benefits;

- 8) drawing up reserve lists for individual DS in the event that the number of positively verified applications is greater than the number of places in a given DS and forwarding them to the administrator of the DS in question;
- 9) (repealed);

#### § 47

1. A student in higher years of studies applying for a place in a DS submits an application using the form available at <https://usos.prz.edu.pl>, selecting APPLICATIONS from the menu FOR STUDENTS and then "Application for a place in a Student Dormitory at Rzeszów University of Technology". A specimen application form is specified in Appendix No. 17 to these Regulations.
2. A student applying for a place for a disabled person in DS submits an application via the form available at <https://usos.prz.edu.pl>, selecting APPLICATIONS from the menu FOR STUDENTS and then "Application for a place for a disabled person in the Student Dormitory of the Rzeszów University of Technology". A specimen application form is specified in Appendix No. 18 to these Regulations.
3. A student applying for a marriage room, a room for a mother or a father with a child in DS submits an application through the form available at <https://usos.prz.edu.pl>, selecting APPLICATIONS from the menu FOR STUDENTS and then "Application for a marriage room, a room for a mother or a father with a child in the Student Dormitory of the Rzeszów University of Technology", respectively. A specimen application form is specified in Appendix No. 19 to these Regulations.
4. The student referred to in sections 1 to 3 shall fill in an application form by the deadline set by the Rector for a given academic year in the "Schedule for Allocating Places for Students and Accommodation in Student Dormitories of Rzeszów University of Technology", hereinafter referred to as the "Schedule".
5. **Access to the application form is available only to PRz students who have an e-mail account on the Rzeszów University of Technology**

**Student Mail Accounts server. The login and password for access to the form are identical to those for an e-mail account. The method of obtaining a PRz student e-mail account is specified in the "Regulations for the use of Student Postal Accounts at Rzeszów University of Technology", which is available at <https://stud.prz.edu.pl/> in the "Regulations" tab.**

6. Once all the required information has been completed in the DS application, it is necessary to **register the application**.
7. Students in the upper years of study do not submit a hard copy of the application - it is sufficient if the **application is registered in the USOS web system by the deadline specified in the Schedule**.
8. A student applying for: a place in DS for a disabled person, a marriage room, a room for a mother or father with a child, does not submit a paper version of the application - it is sufficient to register the application in the USOS web system by the deadline specified in the Schedule, taking into account sec. 9.
9. The student referred to in sec. 8 attaches to the electronic application scans of documents concerning, respectively: the disability certificate, the marriage certificate if applying for a marriage room, the child's birth certificate and a declaration of the spouse's consent to the child's residence in the DS if applying for a room for the mother or father with the child.

#### **§ 48**

1. On the dates set out in the Schedule, the DS Committee shall produce a DS for students in the higher years of study:
  - 1) An alphabetical list of all students applying for a place in each DS with the number of qualifying points obtained by the student, determined in accordance with § 45, with the student being obliged to check the number of qualifying points obtained and report any comments to the DS Committee;

- 2) a basic ranking list comprising all students whose applications have been **successfully verified**, ranked according to the total number of qualifying points obtained by the student, in order from highest to lowest.
2. In the event that the number of applications is greater than the number of DS places, the DS Committee shall create a reserve list.
3. In the case referred to in section 2, the total number of qualifying points of the last student on the basic list shall be the limiting number of points.
4. The lists referred to in sections 1 and 2 shall contain only student album numbers.

#### **§ 49**

1. The DS Committee shall allocate a place in the DS in question in the order of the place occupied on the basic ranking list, taking into account sec. 2.
2. The following rules apply to the allocation of DS places:
  - 1) priority is given to the DS indicated as 'first' in the application;
  - 2) in the second instance, if the places in DS 'one' are exhausted, a place is allocated in the DS indicated in the application as 'second';
  - 3) If there are no places in DS "one" and DS "two", a place is allocated in the DS in which there are vacancies.
3. The list of students granted places in a given DS is approved by the Chair of the DS Committee and announced by the date specified in the Schedule. The list, including the students' album numbers, is communicated to the students in the individual DS and to the PRz organisational unit having responsibility for student benefits.
4. Information on whether or not a student has been offered a place in a DS is also sent to the student's individual student email account at PRz. Information forwarded to the individual student e-mail account is deemed to have been delivered and to be binding.

5. A student may appeal against the decision of the DS Committee to the Rector through the DS Committee. The appeal must be lodged within 14 days of the date of delivery of the decision.
6. The printed e-mail about the allocation of a place in a particular DS is the basis for the student to book a place in a particular room in the DS in which the place has been allocated.

## **§ 50**

1. Lists of students who have been allocated a place in each DS are forwarded by the DS Committee to the relevant DS administrator together with a reserve list.
2. On the date fixed in the Schedule, the student reserves a place in a specific room directly with the DS administrator in which he/she is allocated a place.
3. **The student on the reserve list is obliged to monitor vacancies in the individual DS on his/her own.**
4. On the date set out in the Schedule, DS administrators accommodate students who have been allocated and reserved a place in a particular room in a particular DS.
5. The detailed rules of accommodation in DS PRz are specified in the Regulations of Student Residences of the Rzeszów University of Technology.
6. After the deadline for accommodation from the basic list has passed, the DS administrators will accommodate students from the reserve list and other students willing to live in the DS, as referred to in § 42 paragraph 11.

## **§ 51**

1. For students applying for a place in the DS for a disabled person, a marriage room, a room for a mother or a father with a child, the Rector prepares separate lists on the dates specified in the Schedule. In drawing up the lists, the provisions of § 48 apply accordingly.
2. The Rector may grant a place for a disabled person in a DS, a marriage room in a DS and a room for a mother or father with a child in a DS.

3. On the basis of the Rector's decision to allocate a place in the DS to the students referred to in sec. 2, separate lists are drawn up and referrals for accommodation are issued. The lists are forwarded to the administrator of the relevant DS.
4. A student is entitled to request a review of the rector's decision. The application shall be lodged within 14 days of the delivery of the decision.
5. A student referred to in sec. 1, who is not granted a place in a DS by the Rector, may apply for a place in a DS according to the rules applicable to other students of higher years of studies, provided that this fact is indicated in the application.
6. When allocating places in the DS to a student referred to in paragraph 5, the provisions of § 48-50 shall apply accordingly.

## **§ 52**

A student loses the right to an allocated DS place if:

- 1) was removed from the list of students;
- 2) grossly violated the Student Residence Regulations of the Rzeszów University of Technology;
- 3) has been deprived of the right to reside in a DS on the basis of a final decision of the Disciplinary Committee or a decision of the Rector in connection with a gross violation of the Student Dormitory Regulations of the Rzeszów University of Technology;
- 4) obtained a place on the basis of inaccurate data on family income and distance;
- 5) The DS Committee has withdrawn the DS place allocation;
- 6) is in arrears with the DS place fee for 3 months;
- 7) not accommodated in the DS by the date specified in the Schedule;
- 8) resigned his place in DS;



- 9) ceded or acquired against payment a place in the DS;
- 10) failure to pay the reservation fee within the period specified in separate regulations.

### **§ 53**

The amount of the DS place fee and the rules for determining it are determined by separate regulations.

## **Granting of benefits to foreign students**

### **§ 54**

1. A foreign student may apply for a maintenance grant under the terms of the Law on Higher Education and Science and the Regulations, provided they meet at least one of the conditions:
  - 1) foreigner - a citizen of a Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA) - a party to the Agreement on the European Economic Area and their family members residing in the territory of the Republic of Poland:
    - a) being a self-employed person or an employee referred to in Article 2(5) and (7) of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and their family members (Journal of Laws of 2021, item 1697),
    - (b) who retains the right of residence in the cases referred to in Article 17 of the law referred to in point (a),
    - (c) having the right of permanent residence
  - and members of his/her family residing in the territory of the Republic of Poland;

- 2) foreigner - a citizen of the United Kingdom of Great Britain and Northern Ireland referred to in Article 10(1)(b) or (d) of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community (Official Journal of the EU L 29 of 31.01.2020, p. 7, as amended), and members of his/her family residing in the territory of the Republic of Poland:
- a) being a self-employed person or an employee referred to in Article 2(5) and (7) of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and their family members (Journal of Laws of 2021, item 1697),
  - b) who retains the right of residence in the cases referred to in Article 17 of the Act referred to in point a,
  - c) having the right of permanent residence
- and members of his/her family residing in the territory of the Republic of Poland;
- 3) A foreigner who has been granted a permanent residence permit, or a long-term resident of the European Union;
- 4) A foreigner who has been granted a temporary residence permit due to the circumstances referred to in Article 159(1) or Article 186(1)(3) or (4) of the Act of 12 December 2013 on foreigners (Journal of Laws of 2021, item 2354, as amended);
- 5) a foreigner who has the status of refugee granted in the Republic of Poland or enjoys temporary protection or subsidiary protection on the territory of the Republic of Poland;
- 6) foreigner - a holder of a certificate certifying his/her knowledge of Polish as a foreign language, referred to in Article 11a(2) of the Act of 7 October 1999 on the Polish Language (Journal of Laws of 2021, item 672), at least at the C1 language proficiency level;

- 7) holder of a Card of the Pole or a person to whom a decision on the determination of Polish origin has been issued;
  - 8) a foreigner who is a spouse, ascendant or descendant of a citizen of the Republic of Poland, residing in the territory of the Republic of Poland;
  - 9) a foreigner who has been granted a temporary residence permit in connection with the circumstances referred to in Article 151(1) or Article 151b(1) of the Act on Foreigners of 12 December 2013, or who is staying on the territory of the Republic of Poland in connection with the use of short-term mobility of a scientist under the conditions specified in Article 156b(1) of that Act or who holds a national visa for the purpose of scientific research or development work."
- (2) A scholarship for persons with disabilities, a rector's scholarship, a financial aid, an accommodation grant referred to in § 4 and a minister's scholarship may be applied for by a foreign student if he or she fulfils the conditions for granting the benefits laid down in the Act on Higher Education and Science and the Regulations."
3. The family members of the persons referred to in sec. 1, points 1 and 2 shall be the persons listed in Article 2, point 4 of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and their family members (Journal of Laws of 2021, item 1697)."

### **Episodic provisions**

#### **§ 54a**

1. In the academic year 2022/2023, the amount of monthly income per person in the student's family entitling the student to apply for a maintenance grant, as referred to in Article 87(2) of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2022, item 574, as amended<sup>6</sup>), as of 1 January 2023 cannot be:

- 1) less than 1.30 of the amount specified in Article 8(1)(2) of the Act amended by Article 15;
- 2) greater than 1.60 of the sum of the amounts specified in Article 5(1) and Article 6(2)(3) of the Act of 28 November 2003 on family benefits (Journal of Laws of 2022, item 615, 1265 and 2140).

## **Transitional and final provisions**

### **§ 55**

1. Applications from students applying for the student benefits referred to in § 3.1.1-4, submitted by 30 September 2019, shall be considered by the Rector in accordance with the rules and procedures laid down in these Regulations.
2. Doctoral students who commenced their doctoral studies before the academic year 2019/2020 may receive the benefits referred to in § 3, section 1, points 1-4, accommodation referred to in § 4.
3. From 1 October 2019 to 31 December 2023, these Regulations shall apply mutatis mutandis to the doctoral students referred to in sec. 2, taking into account § 33a.
4. (repealed).

### **§ 56**

1. A doctoral student admitted to the doctoral school from the academic year 2019/2020 can apply for:
  - 1) accommodation in the PRz student residence;
  - 2) accommodation for a spouse or child in the PRz student residence.  
  
– in accordance with the rules and procedures laid down in these Rules.
2. In matters not covered by these Regulations, the Rector decides.

3. The student benefits referred to in § 3, section 1, items 1-4 are, pursuant to Article 21, section 1, item 40 of the Personal Income Tax Act of 26 July 1991 (i.e. Journal of Laws of 2018, item 1509, as amended), free of personal income tax.
4. Documents relating to the awarding of student benefits referred to in § 3, section 1, points 1-4, accommodation referred to in § 4 and the minister's scholarship referred to in § 5 shall be kept pursuant to the rules laid down in separate regulations.
5. Personal data of students applying for material support benefits are processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (i.e. General Data Protection Regulation) (Official Journal of the EU.L 2016 No. 119, p. 1), hereinafter referred to as RODO, and internal regulations to the extent necessary for the processing and implementation of applications for student benefits.
6. Detailed information related to the processing of personal data is available in the USOSweb system and on the website:  
[https://w.prz.edu.pl/studenci\\_menu/swiadczenia-dla-studentow](https://w.prz.edu.pl/studenci_menu/swiadczenia-dla-studentow).

## **§ 57**

The regulations come into force on 1 October 2019.

*Appendix No. 1 to the Regulations on benefits for students*  
*Rzeszów University of Technology*  
*dated 17 July 2019.*

.....

**(name and address of the authority)**

Rzeszów, .....

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**W E I G H T**

**to supplement the application for**

**scholarships/aid<sup>\*)</sup> .....**

**for the semester ..... in the academic year 20.../20...**

Pursuant to Article 64 § 2 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended) and § 13, sec. 4 of the Regulations for Student Benefits of Rzeszów University of Technology of 17

July 2019, I summon you<sup>\*\*</sup>) to remove the deficiencies of the application dated  
..... for the grant/scholarship<sup>\*</sup>) ..... for the semester  
..... for the academic year 20../20. by completing the following missing  
documents within 7 days from the date of delivery of this summons:

1. ....
2. ....
3. ....
4. ....
5. ....
6. ....

### **Advice**

**Failure to rectify the deficiencies within the time limit specified above will  
result in the application being left unprocessed for that semester.**

.....

(signature of the member of the scholarship committee)

\_\_\_\_\_

<sup>\*</sup>) names used in the USOS system

<sup>\*\*</sup>) delete as appropriate

*Appendix No. 2 to the Regulations on benefits for students*

*Rzeszów University of Technology*

*dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**

**Rzeszów University of Technology**

**Application for social scholarship for the semester .....**

**in the academic year 20xx/xx**

Pursuant to § 22-27 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**social grant.**



**Income:**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Justification:** Content of justification.

**Appendices:**

1. **"Statement of Income"** (USOS web printout of the Statement of Income application)
2. ....

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a field of study other than ..... I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....

.....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I

consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2018, item 2096, as amended). U.

z 2020 r. poz. 344) and I indicate the following electronic address

..... \*\*)

Rzeszów, .....

.....

Student signature

\*) names used in the USOS system

\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the

above period. See section 6 below for details.

Rzeszów, .....

.....

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, points 1 to 4 and Article 359, section 1 only in one course of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

(5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

(6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during

periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.

(8) The provisions of sections (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

**Method of documentation and rules for determining  
the income of the student's family**

**Basic concepts**

**§ 1**

1. **Family** refers to the following members:

1. student;
2. the student's spouse;
3. the student's parents, legal guardians or actual guardians;
4. dependants of persons referred to in points 1 to 3, minor children, children in education up to the age of 26 or, if the age of 26 falls in the final year of study, up to the completion of their studies, and disabled children regardless of age.

2. **Parents of the student** - means a parent in the legal sense, i.e. a biological parent or an adoptive parent.

3. **Single person** – means a spinster, bachelor, widow, widower, legally separated person, divorced person, unless he or she is raising at least one child together with his or her parent.

4. **Child** - means a child's own child, an adopted child and a child for whom adoption proceedings are pending, a child in legal guardianship, a child in foster care or a child placed in a social welfare home.

5. **Disabled child** - means a child with a disability certificate as defined in the

regulations on professional and social rehabilitation and employment of disabled persons - the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons (i.e. Journal of Laws of 2019, item 1172, as amended).

6. **Actual guardian of the child** - means the person actually caring for the child if he or she has applied to the family court for the adoption of the child.

7. **Legal guardian** - means a person entrusted with the exercise of guardianship under the rules set out in the Family and Guardianship Code - Act of 25 February 1964 Family and Guardianship Code (i.e. Journal of Laws of 2017, item 682, as amended).

8. **Income** - means after deducting amounts of maintenance paid to others:

- 1) revenue subject to taxation pursuant to the principles set out in **Art. 27** (tax in accordance with the tax scale, applies, inter alia, to: income from a business relationship, employment relationship, retirement pension, pension, non-agricultural business activity and special divisions of agricultural production), **Art. 30b** (income tax on income on disposal of securities or derivative financial instruments against payment, including exercise of rights attached to such instruments, on disposal of shares against payment and on acquisition of shares for a contribution in kind in a form other than an enterprise or an organised part thereof), art. **30c** (flat tax on income from non-agricultural business activity or special divisions of agricultural production obtained by taxpayers referred to in art. 9a par. 2 or 7, subject to art. 29, 30 and 30d), **Article 30e** (income tax on income from paid disposal of real property and rights specified in Article 10(1)(8)(a-c) and **Article 30f** (income tax on income of a foreign controlled company obtained by the taxpayer referred to in Article 3(1)) of the Personal Income Tax Act of 26 July 1991 (i.e. Journal of Laws 2018, item 1509, as amended), **less tax-deductible costs, due personal income tax, social security contributions not deducted as tax-deductible costs and health insurance contributions;**
- 2) income from activities subject to taxation pursuant to the provisions

on flat-rate income tax on certain income earned by natural persons;

3) other income not subject to taxation under the provisions on personal income tax:

- pensions as defined in the provisions on provision for war and military invalids and their families,
- pensions paid to repressed persons and members of their families, granted under the terms of the provisions on provision for war and military invalids and their families,
- the cash benefit, the compensation allowance and the energy lump sum referred to in the regulations on the cash benefit and entitlements to which soldiers of alternative military service who were forcibly employed in coal mines, quarries, and uranium plants and construction battalions are entitled,
- veteran's allowance, energy lump sum and compensation allowance as defined in the legislation on veterans and certain persons who are victims of war and post-war repressions,
- a cash benefit as defined in the provisions on cash benefits for persons deported to forced labour and imprisoned in labour camps by the Third German Reich or the Union of Soviet Socialist Republics,
- energy lump sum, pensions and annuities received by persons who lost their sight as a result of warfare between 1939 and 1945 or the explosion of unexploded bombs and unexploded ordnance left over from that war,
- Invalidity pensions *for war invalidity*, amounts of provisions received by war victims and their family members, accident pensions of persons whose invalidity arose in connection with their forced stay as forced labourers in the Third German Reich from 1939 to 1945, received from abroad,
- sickness benefits as defined in the provisions on social insurance of farmers and in the provisions on the social insurance system,

- non-repayable foreign assistance funds received from foreign governments, international organisations or international financial institutions, coming from non-repayable assistance funds granted on the basis of a unilateral declaration or agreements concluded with these countries, organisations or institutions by the Council of Ministers, a competent minister or government agencies, including also in cases when the transfer of these funds is made through an entity authorised to distribute non-repayable foreign assistance funds to entities which are to receive such assistance,
- dues from the employment relationship or from the scholarship of natural persons residing in the territory of the Republic of Poland, staying temporarily abroad— in the amount corresponding to the equivalent of per diems for business trips abroad, established for employees employed in state or local government units of the budgetary sphere pursuant to the Act of 26 June 1974. - Labour Code (i.e. Journal of Laws of 2019, item 1040, as amended),
- monetary dues paid to police officers, soldiers, customs officers and employees of military units and police units deployed abroad to participate in an armed conflict or strengthen the forces of the state or allied countries, peacekeeping mission, action to prevent acts of terrorism or their consequences, as well as monetary dues paid to soldiers, police officers, customs officers and employees serving as observers in peacekeeping missions of international organisations and multinational forces,
- monetary dues from the service relationship received during candidate service by officers of the Police, the State Fire Service, the Border Guard, the Government Protection Bureau and the Prison Service, calculated for the period in which these persons received income,
- income of members of agricultural production cooperatives from membership in an agricultural production cooperative, less social security contributions,
- child maintenance,



- Doctoral scholarships awarded pursuant to Article 209(1) and (7) of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), sports scholarships awarded on the basis of the Sports Act of 25 June 2010 (i.e. Journal of Laws of 2018, item 1263, as amended.) and other scholarships of a social character awarded to **pupils (excluding material assistance benefits** received by pupils under the provisions of the educational system) or **students (excluding benefits** referred to in Article 86, paragraph 1, Article 359, paragraph 1 and Article 420, paragraph 1 of the Act, listed in § 11 of this Appendix),
- Doctoral scholarships awarded on the basis of Article 200 of the Act of 27 July 2005. - Law on Higher Education (i.e. Journal of Laws 2017, item 2183, as amended),
- amounts of per diems not subject to personal income tax received by persons performing social and civic duties,
- monetary dues received from the rental of guest rooms in residential buildings located in rural areas on the farm to persons on holiday and received from the catering of these persons,
- allowances for secret teaching as defined in the Act of 26 January 1982. - Teachers' Charter (i.e. Journal of Laws of 2018, item 967, as amended),
- income earned from business activities conducted under a permit in a special economic zone as defined in the regulations on special economic zones,
- cash equivalents for coal depreciation as defined in the provisions on commercialisation, restructuring and privatisation of the state enterprise "Polskie Koleje Państwowe",
- equivalents in respect of the right to free coal as defined in the regulations on the restructuring of the hard coal mining industry for the years 2003-2006,
- benefits laid down in the provisions on the exercise of the mandate of a

member of parliament and senator,

- income received from the agricultural holding,
- income earned abroad in the Republic of Poland, less, respectively, income tax and compulsory social security and compulsory health insurance contributions paid abroad in the Republic of Poland,
- annuities as defined in the regulations on support for rural development from the funds originating from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund and in the regulations on support for rural development with the participation of the European Agricultural Fund for Rural Development (so-called structural annuities),
- alimony advance as defined in the provisions on proceedings against alimony debtors and alimony advance,
- cash benefits paid in the event of ineffective enforcement of maintenance,
- amounts received pursuant to Article 27f(8) to (10) of the Personal Income Tax Act of 26 July 1991,
- monetary benefit specified in the Act of 20 March 2015 on anti-communist opposition activists and persons repressed for political reasons (i.e. Journal of Laws of 2018, item 690, as amended),
- parental benefit,
- maternity allowance as referred to in the provisions on social insurance for farmers,
- scholarships for the unemployed funded by the European Union or the Labour Fund, regardless of the entity that pays them,
- income tax-free income pursuant to Article 21(1)(148) of the Personal Income Tax Act of 26 July 1991, less social security and health insurance contributions,

- revenue free from income tax under Article 21(1)(152)(a), (b) and (d) and Article 21(1)(153)(a), (b) and (d) of the Personal Income Tax Act of 26 July 1991, and Article 21(1)(154) of that Act with respect to revenue from a service relationship, employment relationship, contract work, co-operative employment relationship, from mandate contracts referred to in Art. 13 point 8 of the Act of 26 July 1991 on Income Tax on Natural Persons, maternity benefit referred to in the Act of 25 June 1999 on Monetary Benefits from Social Insurance in Case of Sickness and Maternity, less social insurance contributions and health insurance contributions,
- income tax-free income pursuant to Article 21(1)(152)(c), (153)(c) and (154) of the Personal Income Tax Act of 26 July 1991 from non-agricultural business activity taxed pursuant to the principles set out in Article 27 and Article 30c of that Act, less social security and health insurance contributions,
- income from non-agricultural business activity taxed as a lump sum on registered income, referred to in Article 21(1)(152)(c), (153)(c) and (154) of the Personal Income Tax Act of 26 July 1991, determined in accordance with Article 5(7a).

**9. Student family income** - means the sum of the income of the family members.

**10. Income of a member of the student's family** - means the average monthly income of a member of the student's family earned in the calendar year preceding the academic year in which the entitlement to a maintenance grant is established, subject to § 11-13 of this Appendix.

**11. Agricultural holding** - means an agricultural holding within the meaning of the provisions on agricultural tax. Pursuant to Article 2(1) of the Agricultural Tax Act of 15 November 1984 (i.e. Journal of Laws of 2017, item 1892, as amended), an *agricultural holding is considered to be the area of land referred to in Art. 1 of the Act (land classified in the register of land and buildings as agricultural land, with the exception of land used for business activities other than farming), with a total area exceeding 1 ha or 1 ha of calculation, owned or held by a natural person, a legal person or an organisational unit, including a company, without legal personality.*

**12. Institution providing 24-hour maintenance** - means a social welfare home, youth education centre, juvenile hostel, reformatory, detention centre, prison, military

school or other school if these institutions provide full maintenance free of charge.

13. **School** - means a primary school, a post-primary school and an art school in which compulsory schooling and compulsory education are performed, as well as a youth sociotherapy centre, a special school and educational centre, a special educational centre for children and youth requiring the use of special organisation of learning, methods of work and upbringing and a revalidation and educational centre-

14. **Higher education institution** - means a university within the meaning of the regulations on higher education and science and the college of social service employees.

15. **Employment or other gainful employment** - means the performance of work on the basis of an employment relationship, service relationship, contract of employment, and the performance of work or the provision of services on the basis of an agency contract, contract of mandate, contract of specific work or during the period of membership in an agricultural production cooperative, a cooperative of agricultural wheels or a cooperative of agricultural services, as well as the performance of non-agricultural economic activity.

16. **Pensions and disability pensions** - means retirement and disability pensions and pensions due to inability to work, including training pensions defined in the regulations on pensions from the Social Insurance Fund, on social insurance of farmers, on pension provision for officers of the Police, the Internal Security Agency, the Foreign Intelligence Agency, the Military Counterintelligence Service, the Military Intelligence Service, the Central Anti-Corruption Bureau, the Border Guard, the Marshal Guard, the State Protection Service, the State Fire Service, the Customs-Sanitary Service and the Penitentiary Service and their families, on pension provision for professional soldiers and their families, on provision for war and military invalids and their families, on veterans and certain persons who are victims of war and post-war repressions, as well as retirement pensions specified in the provisions of the Law on the System of Common Courts, the Law on the Public Prosecutor's Office and the Law on the Supreme Court, as well as training pensions and pensions for incapacity for work specified in the provisions on social insurance for accidents at work and occupational diseases, pensions for incapacity for work specified in the provisions on

provision for accidents or occupational diseases arising in special circumstances, as well as structural pensions defined in the regulations on support for rural development from funds originating from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund and in the regulations on support for rural development with the participation of the European Agricultural Fund for Rural Development.

### **Method of documenting income**

#### **§ 2**

1. It is the responsibility of the student applying for a maintenance grant to present and document their family and income situation in a reliable and factually correct manner.
2. Documents confirming the student's family situation are, in particular:
  - 1) a copy of an abbreviated copy of the birth certificate proving that you have siblings or pre-school children;
  - 2) a copy of the student's abbreviated marriage certificate;
  - 3) a copy of a copy of a final court decision pronouncing a divorce or separation, or a copy of a complete or abridged copy of the death certificate of the spouse or parent of the child - in the case of a single person;
  - 4) a copy of the complete copy of the child's birth certificate– if the father is unknown;
  - 5) a copy of the complete or abridged copy of the parents' death certificate or a copy of an enforceable court decision granting a maintenance order or a copy of the record of the meeting which contains the content of the court settlement or a copy of the court-approved mediation agreement or any other enforceable title originating from or approved by the court obliging a person to pay maintenance;
  - 6) a copy of a final court decision dismissing the maintenance claim;

- 7) a copy of the final court decision obliging one of the parents to bear the entire child maintenance costs;
  - 8) a copy of the court decision indicating that the child has been in the custody of both parents for comparable and repeated periods;
  - 9) a copy of the final court decision declaring adoption or a certificate from the family court or adoption centre on the ongoing legal proceedings on the adoption of the child;
  - 10) a copy of the court decision appointing the child's legal guardian;
  - 11) a court decision to place a child in foster care;
  - 12) a certificate from the school or college of attendance of the student's sibling or child up to the age of 26 (a current certificate of attendance of the student's sibling or child at the school or college must be presented by **10** October at the latest.  
– if applying for a maintenance grant for the winter semester and by **10 March**– if applying for a maintenance grant for the summer semester;
  - 13) a certificate that a member of the student's family is staying in an institution providing 24-hour maintenance;
  - 14) a certificate from the police department responsible for the case stating that they have received a report on the disappearance of a member of the student's family;
  - 15) a copy of the certificate of disability or of the degree of disability (mild, moderate or severe), or a certificate treated as such issued by another authority if the student's parents, the student or the student's spouse are the dependants of a disabled child regardless of age;
3. Documents confirming the income of the student and the student's family are, in particular:
- 1) **a certificate from the tax office for the student and any member of the student's family who may earn income on** income subject to personal

income tax pursuant to the rules laid down in **art. 27, art. 30b, art. 30c, art. 30e and art. 30f of the** Act of 26 July 1991 on Personal Income Tax (i.e. Dz. U. of 2018, item 1509 as amended) achieved **in the calendar year preceding the academic year in which the right to a maintenance grant is established**, containing information on the amount of: *income, social insurance contributions deducted from income, tax due, amount received pursuant to art. 27f item 8-10 of the Act of 26 July 1991 on Personal Income Tax* - a sample form of a request to the tax office to issue a certificate is provided in Appendix No. 20 to the Regulations.

*A separate certificate from the tax office must be submitted for each member of the student's family who may have income, this also applies to those who are entitled to joint accounting. The certificate must be presented regardless of whether income is shown;*

- 2) a certificate from the head of the tax office concerning the members of the student's and the student's family settling accounts on the basis of the provisions on lump-sum income tax on certain incomes earned by natural persons, containing information on, respectively:

- (a) the form of tax paid,
- (b) the amount of income,
- (c) the rate of tax,
- (d) the amount of tax paid

– in the calendar year **preceding the academic year in which the entitlement to a maintenance grant is established;**

- 3) a declaration by the student on the income of the student and family members other than the income subject to personal income tax pursuant to the rules set out in **art. 27, art. 30b, art. 30c, art. 30e, art. 30f of the** Act of 26 July 1991 on Personal Income Tax (i.e. Journal of Laws of 2018, item 1509, as amended) earned **in the calendar year preceding the academic year in**

**which the right to a maintenance grant is established** - a sample declaration is provided in Appendix No. 21 to the Regulations.

*Where members of the student's family, i.e. household members and farmers with an agricultural holding, are insured with the Agricultural Social Insurance Fund (KRUS), the student is required to submit the above statement with regard to income earned by family members from sickness benefits as defined in the Agricultural Social Insurance Regulations in the calendar year preceding the academic year in which the right to a maintenance grant is established.*

**Please note that in** order for the document to be valid, it is necessary that you also sign a statement on the above-mentioned attachment stating that you have read the instructions;

- 4) a certificate or statement of the members of the student's and the student's family containing information on the amount of health insurance contributions **in the calendar year preceding the academic year in which the entitlement to the maintenance grant is established** - specimen of declaration is specified in Attachment No. 22 to the Regulations.

*A certificate or statement on the amount of health insurance contributions is required from members of the student's family who, in the calendar year preceding the academic year in which the right to a maintenance grant is determined, earned income shown in a certificate from the tax office subject to taxation pursuant to the rules set out in Article 27, Article 30b, Article 30c, Article 30e and Article 30f of the Personal Income Tax Act of 26 July 1991 (i.e. Journal of Laws 2018, item 1509, as amended);*

- 5) certificates documenting income other than that mentioned above;
- 6) **a certificate from a social assistance centre on the income and financial situation of the student and the student's family, whose monthly income per person in the family does not exceed the amount specified in Article 8, section 1, point 2 of the Social Welfare Act of 12 March 2004;**
- 7) student's information on his/her family's sources of subsistence - in accordance with the provisions of § 22 sec. 10 of the Regulations - a



specimen form is provided in Appendix No. 4 to the Regulations;

- 8) a certificate from the competent municipality authority, a payment order or a declaration of the size of the agricultural holding expressed in physical and conversion hectares of the total area, **or** that the members of the student's and the student's family did not have an agricultural holding in the **calendar year preceding the academic year in which the right to a maintenance grant is being established** - a sample declaration is given in Appendix No. 21 to the Regulations;
- 9) a copy of the lease agreement - in the case of leasing a part or the entire agricultural holding held by the family on the basis of an agreement concluded pursuant to the provisions of the Act of 20 December 1990 on social insurance for farmers (i.e. Journal of Laws of 2019, item. 299 as amended), or to lease an agricultural holding in connection with the **receipt of an annuity** specified in the provisions on support for rural development from funds originating from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund, **together with a decision of the competent municipal authority.**

*The lease agreement must be accompanied by a copy of the notification to the competent municipal authority of the change in the land and building register data;*

- 10) a copy of the agreement in the form of a notarial deed for the contribution of land - in the case of the contribution of an agricultural holding for use by an agricultural production cooperative;
- 11) a document certifying the amount of rent, if any;
- 12) a copy of an enforceable court decision awarding maintenance to a person within or outside the family or a copy of the minutes of the meeting containing the content of the court settlement or a copy of the agreement before the mediator approved by the court or any other enforceable title originating from or approved by the court **obliging the person within or outside the family to provide maintenance;**
- 13) bank transfers or money orders documenting the amount of alimony paid, if the family members are obliged by a court decision, a court or mediation settlement or any other enforceable title originating from or approved by a court to pay it to a person outside the family;

- 14) where the entitled person has not received alimony or has received it in an amount lower than that determined by a court decision, a court settlement or an agreement before a mediator or any other enforceable title originating from or approved by a court;
- a certificate from the authority responsible for enforcement proceedings stating that the enforcement of maintenance has been totally or partially unsuccessful, as well as the amount of enforced maintenance, or
  - information of a competent court or competent institution on the fact that the entitled person has taken measures related to the enforcement of the enforceable title abroad or that such measures have not been taken, in particular due to the lack of a legal basis for taking them or the impossibility for the entitled person to indicate the place of residence of the maintenance debtor abroad, if the debtor resides abroad;
- 15) **in the event of loss of income** by a member of the student's family and the student a document stating:
- a) **date of loss of income**— document confirming the loss of income, e.g. certificate of employment, decision on the loss of the right to a pension, unemployment benefit, certificate on deletion from the register of non-agricultural economic activity or suspension of its performance in the meaning of art. 16b of the Act of 20 December 1990 on social insurance for farmers (i.e. Journal of Laws of 2019, item 299, as amended) or Article 36aa(1) of the Act of 13 October 1998 on social insurance system (i.e. Journal of Laws of 2019, item 300, as amended), or any other document,
  - b) **the amount and type of income lost** (e.g. PIT 11/8, certificate issued by the income remitter);
- 16) **in the case of income earned** by members of the student's and/or student's family:
- a) **in the calendar year preceding the academic year in** which the entitlement to a maintenance grant is established— a document specifying the **date on** which the income was obtained and the **amount and type of** income received by the family member **and the number of months in which the income was received**,

- b) **after the calendar year preceding the academic year** in which the right to a maintenance grant is established– document, and in the case of a self-employed person– statement specifying the **date of obtaining income** and **the amount and type of income obtained by a family member for the month following the month in which the income was obtained.**

**Obtaining income shall be documented, inter alia, by:** an employment contract, a decision of the Social Insurance Institution (ZUS) on granting a pension, a certificate on commencement of non-agricultural economic activity or resumption of its performance within the meaning of Article 16b of the Act of 20 December 1990. on social insurance for farmers (i.e. Journal of Laws of 2019, item 299, as amended) or Article 36aa(1) of the Act of 13 October 1998 on the social insurance system (i.e. Journal of Laws of 2019, item 300, as amended) or any other document.

**The amount of income received shall be documented, inter alia:**

- a certificate issued by the payer of the income, if it is income subject to personal income tax under the general rules set out in the Personal Income Tax Act of 26 July 1991 (i.e. Journal of Laws of 2018, item 1509, as amended), with the exception of non-agricultural activities,
  - a declaration, in the case of income from non-agricultural activities subject to personal income tax on a general basis,
  - a certificate issued by the payer of the income or other document if it is income not subject to personal income tax,
  - declaration, in the event that income is earned from non-agricultural activities taxed in accordance with the provisions on flat-rate income tax;
- 17) a decision by a competent authority granting an advance on maintenance;
- 18) a decision of the competent authority granting a maintenance fund benefit, specifying its amount;
- 19) a certificate from the employment office confirming the fact that the student is unemployed with or without the right to benefit in the case of unemployed

members of the student's family. Such a certificate is also required in the event of loss of income. Such a certificate must include information on the amount of unemployment benefit or scholarship received and the period of its receipt;

20) a certificate from the tax office for a parent who has never worked, stating that they did not earn income or did not settle accounts with the tax office in the calendar year preceding the academic year in which the right to a maintenance grant is being determined, and a statement of non-taxable income;

21) a copy of the decision of the pension authority awarding the pension, survivor's pension or social pension, stating the amount of the benefit;

22) a certificate from the employer stating the date and duration of the parental leave and that the student's family member has been in an employment relationship for at least six months immediately prior to entitlement to parental leave;

23) a decision or a certificate from the competent social assistance centre on the amount and duration of parental benefit;

24) a certificate from the competent office on the amount of income of a member of the student's family obtained abroad in the Republic of Poland, reduced by, respectively, income tax and compulsory social security and compulsory health insurance contributions paid abroad. This certificate is obligatory for persons who have legally worked abroad. In addition to the certificate on income earned abroad, such persons shall also attach a certificate from the tax office on income earned in Poland.

4. The family and income situation of the student and the student's family may also provide other documents necessary to establish the right to a maintenance grant.

5. A citizen of Ukraine, whose residence on the territory of the Republic of Poland is recognised as legal pursuant to Article 2, sec.. 1 of the Act of 12 March 2022 on Assistance to Ukrainian Citizens in Connection with Armed Conflict on the Territory of Ukraine (Journal of Laws, item 583, as amended), who is a student and applies for a maintenance grant, submits a statement on his/her family and material situation, the specimen of which is specified in Appendix No. 23 to the Regulations.

1. Copies of documents necessary for the award of a maintenance grant should be certified by an employee of the organisational unit of PRz which is in charge of student benefits, a notary public or the institution which issued the document.
2. If the certification of the document referred to in section 1 is performed by an employee of an organisational unit of PRz which is in charge of student benefits, the student is obliged to present the original document for inspection.
3. In the case of obtaining income and benefits abroad of the Republic of Poland, appropriate documents issued by foreign equivalents of Polish offices and institutions, containing data analogous to those required in the case of obtaining income in the country, must be submitted. The documents should be submitted in the form of a certified translation into Polish.
4. If income is earned abroad in the Republic of Poland in a country where there is no tax office or equivalent, and in the case of foreigners in their country of origin, a certificate from the embassy or consulate confirming this must be submitted.
5. In the case of a foreign student referred to in § 54 of the Regulations, the provisions of sec. 2 shall apply accordingly.
6. All declarations made by members of the student's and the student's family shall be made under pain of criminal liability for making false statements. The person making the statement is obliged to include the following clause: **I am aware of the criminal liability for making a false statement.** This clause replaces the authority's instruction on criminal liability for making false statements.

**Income to be taken into account in determining  
the student's income situation**

**§ 4**

1. When determining the monthly income per person in the family of a student applying for a maintenance grant, income earned by:

1) student;

2)the student's spouse;

3)the student's parents, legal guardians or actual guardians;

4)dependants of persons referred to in points 1 to 3, minor children, children in education up to the age of 26 or, if the age of 26 falls in the final year of study, up to the completion of their studies, and disabled children regardless of age.

2. A student who does not have a joint household with any parent, legal guardian or de facto guardian may apply for a maintenance grant without proving the income earned by these persons and their dependent under-age children, children studying up to the age of 26 and, if the age of 26 falls in the final year of study, until their graduation, and disabled children regardless of age, if they **meet one of the following conditions**:

1) is over the age of 26;

2) remains married;

3) has dependent children referred to in paragraph 1(4);

4) has reached the age of majority while in foster care;

5) has a permanent source of income and his/her average monthly income in the previous tax year and in the current year in the months preceding the month of submitting the statement referred to in paragraph 3 is higher than or equal to 1.15 of the sum of the amounts set out in Article 5 sec. 1 and Article 6 sec. 2 point 3 of the Act of 28 November 2003 on family benefits.

3. The student referred to in sec. 2 shall make a declaration that he/she does not run a joint household with any parent, legal guardian or de facto guardian. A specimen declaration is specified in Appendix No. 6 to the Regulations.

4. In the case referred to in subsection 2(5), a student's regular source of income may be deemed to be remuneration from an employment contract, as well as, inter alia: a deceased parent's pension, disability pension, alimony, regular contracts of mandate, contracts for specific work, doctoral scholarship.

5. A constant source of income mainly means an uninterrupted source of income per

year, i.e. for the last tax year for 12 months. However, the Rector (scholarship committee) may in special cases recognise a source of income as permanent, e.g. when a student starts working later than January, provided that the income from the last tax year is treated as 12 months' income when determining the student's monthly income.

## § 5

1. Where a student is an orphan, a foster child, a child brought up in a foster care institution or a family orphanage, the student's income is determined on the basis of the student's own income and, if applicable, that of the student's spouse and children or siblings, unless court documents state otherwise.

2. If a student gets married after the calendar year from which the income is documented, but before the date of submitting an application for a maintenance grant, the income of the spouse for the calendar year from which the income is documented should be taken into account in order to establish the right to a maintenance grant. The fact of marriage is documented by an abbreviated copy of the marriage certificate.

3. A property contract concluded before the marriage as well as during the marriage by the student and his or her spouse in the form of a notarial deed, establishing the separation of property, does not exempt the student and his or her spouse from joint maintenance and does not change the rules for determining income. When determining income, the income of the student and the student's spouse is taken into account, as well as the student's or the student's spouse's dependent under-age children, children studying up to the age of 26, and if the age of 26 falls in the final year of study, until their completion, and disabled children regardless of age.

## § 6

1. If the student's parent or the student who applies for a social grant is at the same time the legal guardian of another child, the income of the child under legal guardianship is included in the family income, the number of family members also includes the above-mentioned child.

2. A student's siblings or a child of the student over the age of 26 shall not be

included in the student's family, even if they are dependent on the family, unless they are in possession of a certificate referred to in § 29(1) of the Regulations.

3. Where a family member is placed in foster care or in an institution providing 24-hour maintenance, the per capita income of the family shall not include the person placed in foster care or in an institution providing 24-hour maintenance when determining the family income.

4. The student's family does not include the student's cohabiting partner or the cohabiting partner of a member of the student's family.

### **Rules for determining the income of the student's family**

#### **§ 7**

1. In determining the amount of monthly income per person in the student's family, all income earned by the members of the student's and the student's family in the calendar year preceding the academic year in which the entitlement to a maintenance grant is established shall be summed up.

2. In the event that a family member receives income subject to personal income tax under the general rules referred to in § 1, section 8, point 1, **the income of the student's family member shall be reduced: by the personal income tax due, social security contributions not deducted and health insurance contributions.**

3. In the case of determining income from activities subject to taxation pursuant to the provisions of the flat-rate income tax on certain incomes earned by natural persons in the calendar year preceding the academic year in which the right to a maintenance grant is being determined, monthly income shall be assumed in the amount of 1/12 of the income announced annually, by way of a notice, by the minister responsible for family matters in the Official Journal of the Republic of Poland "Monitor Polski" by 1 August each year.

4. Where a person carrying out an activity subject to taxation on the basis of the provisions on flat-rate income tax on certain income earned by natural persons has also earned income subject to personal income tax on a general basis (e.g. from the



receipt of sickness and maternity benefits), **this income is added together.**

## § 8

1. In the case of income from an agricultural holding, it is assumed that 1 hectare of conversion area yields a monthly income equal to 1/12 of the income announced annually by the President of the Central Statistical Office by way of a proclamation pursuant to Article 18 of the Act of 15 November 1984 on Agricultural Tax (i.e. Journal of Laws of 2018, item 1892, as amended).

2. In the case of determining the income from an agricultural holding, the family income shall be determined on the basis of the average number of converted hectares held by the family in the calendar year preceding the academic year in which the right to a maintenance grant is being established.

3. If a change in the area of an agricultural holding occurs during the calendar year preceding the academic year in which entitlement to a social grant is determined (e.g. purchase, sale), the new area of the agricultural holding is taken into account from the month following the month in which the change occurred.

4. When determining the family income derived from an agricultural holding, the area of the holding on which the agricultural tax is based is included in the area of the holding on which the agricultural tax is based, with the exception of:

- 1) leased, on the basis of a lease agreement concluded in accordance with the provisions on social insurance for farmers - Act of 20 December 1990 on social insurance for farmers (i.e. Journal of Laws of 2019, item 299, as amended), part or all of an agricultural holding held by the family;
- 2) farm contributed for use by an agricultural production cooperative;
- 3) an agricultural holding leased in connection with the receipt of an annuity as defined in the rules on support for rural development from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund and in the rules on support for rural development with the participation of the European Agricultural Fund for Rural Development.

5. A lease agreement concluded in accordance with the provisions of the social insurance of farmers referred to in sec. 4(1) shall be deemed to be a lease agreement in writing concluded - in the case of a permanent annuity - for at least 10 years, and in the case of a periodic annuity - for the period indicated in the decision of the President of the National Insurance Fund on the granting of that annuity, the conclusion of which was confirmed by the head of the local authority competent for the location of the subject of the lease to a person who is not:

(a) the pensioner's spouse,

(b) a person who shares a household with the pensioner,

(c) the spouse of a person referred to in point (b).

6. In determining the family income received by a tenant of a farm leased under the conditions referred to in sec. 4, the income received from the farm shall be reduced by the rent paid for the lease.

7. When determining the family income derived from a farm leased from the National Agricultural Support Centre, the income derived from the farm shall be reduced by the rent paid for the lease.

8. When determining farm income, direct payments received under the European Union's Common Agricultural Policy are not taken into account.

9. Where a family receives farm and non-agricultural income, **this income is added together.**

10. If, in the calendar year preceding the academic year in which entitlement to a maintenance grant is established, an agricultural holding was transferred and a structural allowance was obtained as a result, income from the agricultural holding for the months before the transfer and income from the structural allowance for the remaining months should be taken into account when determining family income.

11. Income from a farm is included in the family income, regardless of whether it is farmed.

## § 9

1. The income of the student's family shall include the amount of any alimony award in favour of a child, student or other member of the student's family.
2. Where a family member has maintenance obligations to a person outside the family, the amount of maintenance paid to that person shall be deducted from the family member's income.
3. In the case of presentation of: a court decision awarding alimony, minutes of a meeting approving the content of a court settlement or a settlement made before a mediator approved by the court, or any other enforceable title originating from or approved by the court, issued earlier than three years ago, the student is obliged to make a statement with the following content: "Aware of the criminal liability for making a false statement, I declare that the court decision (court settlement or settlement concluded before a mediator) presented by me is up to date and the obligation established therein has not changed".
4. In the case of receipt of alimony lower than that ordered by a court decision, a court settlement or an agreement before a mediator or any other enforceable title originating from or approved by a court, the amount stated in the certificate of the body conducting enforcement proceedings on total or partial ineffectiveness of enforcement and on the amount of enforced alimony shall be taken into account.
5. If it is not possible to enforce the whole of the alimony award, the student or family member should apply to a bailiff for enforcement proceedings. As a result of the proceedings, the bailiff will issue a certificate of full or partial enforcement of maintenance. In the case of partial enforcement, only that part of the maintenance which has been enforced and confirmed by the bailiff's certificate is included in the income.
6. Where a court has obliged one of the student's parents to bear the student's total maintenance costs and has not obliged the other parent to provide maintenance for the student, the parent who is not obliged to provide maintenance shall not be included in the composition of the family.

7. If a student's parent is still married to a person obliged by the court to pay alimony, when determining the family income, the income received by the parent obliged to pay alimony is not taken into account, only the amount of alimony ordered. When determining the income per person in the family, the parent owed alimony shall not be taken into account.

## § 10

1. If a family member receives income outside the Republic of Poland, it is converted on the basis of the average exchange rate of foreign currencies announced by the National Bank of Poland on the last working day of the calendar year from which the income of family members is the basis for determining the right to the social scholarship.

2. If a family member receives income outside the Republic of Poland after the calendar year preceding the academic year in which the entitlement to a maintenance grant is established, the income shall be converted on the basis of the average exchange rate for foreign currencies on the last working day of the month following the month in which the income was received.

3. Income earned abroad of the Republic of Poland shall be reduced by income tax and compulsory social security and compulsory health insurance contributions paid abroad of the Republic of Poland, respectively.

## Income not included in the student's family income

## § 11

1. When determining the monthly income per person in the family of a student applying for a maintenance grant, **no account is taken of:**

- 1) Grants referred to in Article 86, section 1 of the Act (maintenance grant, grant for disabled persons, aid grant, rector's grant, grant funded by a local self-government unit, grant for learning or sport performance financed by a natural person or legal entity which is not a national or local self-government legal entity), Article 359, section 1 (minister's grant) and Article 420, section 1

- (scholarships for learning achievements and research grants for staff and doctoral students awarded from the university's own fund);
- 2) scholarships received by pupils, students and doctoral students under:
    - a) European Union Structural Funds,
    - b) non-reimbursable funds from aid granted by the Member States of the European Free Trade Agreement (EFTA),
    - c) international agreements or programmes implementing such agreements, or international scholarship programmes;
  - 3) material assistance benefits received by students under the provisions of the education system;
  - 4) scholarships of a social character awarded by entities referred to in Article 21(1)(40b) of the Personal Income Tax Act of 26 July 1991 (i.e. Journal of Laws of 2018, item 1509, as amended);
  - 5) income not subject to personal income tax or flat-rate income tax on certain income earned by natural persons, which is not listed in the catalogue of income in § 1(8)(3). These will be, for example:
    - a) **family benefits** received pursuant to the Act of 28 November 2003 on family benefits (i.e. Journal of Laws of 2018, item 2220, as amended):
      - family allowance and supplements to family allowance,
      - care benefits: attendance allowance, special attendance allowance and attendance benefit,
      - an allowance paid by municipalities, on the basis of Article 22a (one-off childbirth allowance financed from the municipality's own resources),
      - benefits paid by municipalities under Article 22b (family benefits other than those referred to in indents 1 to 3 and 5 financed from the municipality's own resources),
      - single-payment birth grant,
    - b) **social assistance benefits** entitled on the basis of the Act of 12 March 2004 on social assistance (i.e. Journal of Laws of 2018, item 1508, as amended):
      - permanent benefit,
      - periodic allowance,

- special purpose allowance and special purpose allowance,
  - allowance and loan for economic empowerment,
  - assistance for independence and continuing education,
  - monetary benefit for maintenance and covering expenses related to learning the Polish language for foreigners who have obtained in the Republic of Poland refugee status, subsidiary protection or temporary residence permit granted in connection with circumstances referred to in Article 159(1)(1)(c) or (d) of the Act of 12 December 2013 on foreigners (i.e. Journal of Laws of 2018, item 2094, as amended),
  - the remuneration due to the guardian for the care awarded by the court,
- c) **amounts of maintenance** paid by family members to other persons,
- d) direct payments to farmers under the European Union's Common Agricultural Policy.

### **Changes in income (loss and gain of income)**

#### § 12

1. Loss of income means loss of income caused by:

- 1) the acquisition of the right to parental leave;
- 2) loss of unemployment benefit or stipend;
- 3) loss of employment or other gainful activity;
- 4) loss of pre-retirement allowance or pre-retirement benefit, teacher's compensation benefit, as well as old-age or disability pension, survivor's pension, social pension or parental supplementary benefit referred to in the Act of 31 January 2019 on Parental Supplementary Benefit (Journal of Laws of 2019, item 303);
- 5) deletion from the register of non-agricultural economic activity or suspension of its performance within the meaning of Article 16b of the Act of 20 December 1990 on social insurance for farmers (i.e. Journal of Laws of 2019, item 299, as amended) or Article 36aa(1) of the Act of 13 October

1998 on the social insurance system (i.e. Journal of Laws of 2019, item 300, as amended);

6) loss of sickness benefit, rehabilitation benefit or maternity benefit due after the loss of employment or other gainful employment;

7) loss of ordered maintenance due to the death of the person obliged to provide such maintenance or loss of cash benefits paid in the event of ineffective enforcement of maintenance due to the death of the person obliged to provide maintenance,

8) loss of parental benefit;

9) the loss of maternity allowance as referred to in the provisions on social insurance for farmers;

10) the loss of a doctoral scholarship as defined in Article 209(1) and (7) of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended).

11) loss of a doctoral scholarship as defined in Article 200 of the Act of 27 July 2005. - Law on Higher Education (i.e. Journal of Laws 2017, item 2183 as amended).

2. In the event of loss of income by a family member in the calendar year preceding the academic year in which the right to a maintenance grant is established or after that year, income lost shall not be taken into account when determining their income.

## § 13

1. Gaining income means gaining income caused:

1) end of parental leave;

2) obtaining unemployment benefits or scholarships;

3) obtaining employment or other gainful employment;

4) obtaining a pre-retirement benefit or a pre-retirement benefit, a teacher's compensation benefit, as well as an old-age or disability pension, a survivor's

pension, a social pension or a parental supplementary benefit referred to in the Act of 31 January 2019 on Parental Supplementary Benefit (Journal of Laws of 2019, item 303);

- 5) commencement of non-agricultural economic activity or resumption of its performance after a period of suspension within the meaning of Article 16b of the Act of 20 December 1990 on social insurance for farmers (i.e. Journal of Laws of 2019, item 299, as amended) or Article 36aa(1) of the Act of 13 October 1998 on the social insurance system (i.e. Journal of Laws of 2019, item 300, as amended);
- 6) obtaining sickness benefit, rehabilitation benefit or maternity benefit following loss of employment or other gainful employment;
- 7) obtaining parental benefit;
- 8) obtaining a maternity allowance as referred to in the provisions on social insurance for farmers;
- 9) obtaining a doctoral scholarship as defined in Article 209(1) and (7) of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended);
- 10) obtaining a doctoral scholarship specified in Article 200 of the Act of 27 July 2005. - Law on Higher Education (i.e. Journal of Laws 2017, item 2183 as amended).

2. In the event that a family member receives income in the calendar year preceding the academic year in which the right to a maintenance grant is established, in determining the family member's income earned in that year, the income shall be divided by the number of months in which the income was earned, if the income is earned in the period for which the right to a maintenance grant is established or verified.

3. In the event that a family member receives income after the calendar year preceding the academic year in which the entitlement to a maintenance grant is established, such income shall be established on the basis of the family member's income plus the amount of income received for the month following the month in



which the income was received, if such income is received during the period for which the entitlement to a maintenance grant is established or verified.

#### § 14

The provisions on loss and gain of income do not apply to income from employment or other gainful employment and income from de-registration or commencement of non-agricultural economic activity, if a family member, a student or a child in the custody of a legal guardian has lost income from these titles and, within 3 months, counting from the date of loss of income, has gained income from the same employer or principal or commissioner of works or has restarted non-agricultural economic activity.

#### § 15

1. A change in the terms and conditions of employment does not constitute a loss of income (e.g. a reduction in salary, a reduction in FTE) or a gain of income (e.g. an increase in salary, an increase in FTE).
2. A change in the area of the farm (sale, purchase) does not constitute a loss or gain of income.
3. Being on unpaid leave does not constitute a loss of income.

*Appendix No. 4 to the Regulations on benefits for students*  
*Rzeszów University of Technology*  
*dated 17 July 2019.*

**name** .....  
**direction (programme\*):** .....  
**year/semester (stage\*):** .....  
**level of study (type\*):** .....  
**form of study (mode\*):** .....  
**phone:** .....  
**address:** .....

**Statement of family sources of income**

Pursuant to § 22(9) of the Regulations on Benefits for Students of the Rzeszów University of Technology dated 17 July 2019, I inform you that I and my family are supported by the following sources of income not included in the family income:

.....  
.....  
.....  
.....  
.....  
.....

.....  
.....  
.....  
.....

**I enclose the following documents in support of my and my family's sources of income:**

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....

.....  
*(place, date)*

.....  
*(student's signature)*

### **Student declaration**

Aware of<sup>\*)</sup> responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay the social grant unduly received, I declare that the information given above regarding changes in my income and/or family situation is correct.

.....  
*(place, date)*

.....  
*(student's signature)*

<sup>\*)</sup> names relevant in USOS

<sup>\*\*)</sup> delete as appropriate

*Appendix No. 5 to the Regulations on benefits for students*

*Rzeszów University of Technology*

*dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**

**Rzeszów University of Technology**

**Application for the continuation of the social scholarship for the  
semester..... in the academic year 20xx/xx**

Pursuant to § 22-27 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**social grant.**

**Income:**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Justification:** Content of justification.

Aware of my responsibility **for making a false declaration**, I declare that:

- 1) there have been no changes in my **income and family situation** that affect the income determined in the semester ..... in the academic year 20xx/xx,
- 2) **the certificates (declarations) I have submitted** and other documents enclosed with my application for the semester ..... of the academic year 20xx/xx **are factually correct**,
- 3) **no changes have occurred/are occurring\*\*)** that affect the right to a maintenance grant in the semester ..... in the academic year 20xx/xx (e.g. leave of absence from classes, suspension from studies, etc.).

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the

application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6 sec. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a course of study other than ..... I also declare that I will not be receiving student benefits at a university other than Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....  
Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address  
..... \*\*)

Rzeszów, .....  
Student signature

\*) names used in the USOS system

\*\*) delete as appropriate

\*\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of

Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

(5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

(6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.



(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of sections 1-7 shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

name .....  
direction (programme): .....  
year/semester (stage): .....  
level of study (type): .....  
form of study (mode): .....  
phone: .....

**DECLARATION BY THE STUDENT**  
**THAT YOU DO NOT RUN A JOINT HOUSEHOLD**  
**WITH NEITHER PARENT, LEGAL GUARDIAN OR DE FACTO GUARDIAN**

I declare that:

- **I do not share a household with any parent, legal guardian or de facto guardian, and**
- I fulfil **one** of the following conditions referred to in Article 88(2) of the Act of 20 July 2018. – Law on Higher Education and Science: <sup>\*\*</sup>)
- **completed<sup>\*\*\*</sup>) 26 years of age;**
- **I am married;**
- **I have dependent children referred to in Article 88(1)(1)(d) of the Act of 20 July 2018. – Law on Higher Education and Science– under-age children, children**

studying up to the age of 26 or, if the age of 26 falls in the final year of study, until their graduation, and children with disabilities regardless of age;

- **I have reached<sup>\*\*\*)</sup> the age of maturity while in foster care;**
- **I have a regular source of income** and my average monthly income in the previous tax year and in the current year in the months preceding the month of submitting this declaration is higher than or equal to 1.15 of the sum of the amounts set out in Article 5(1) and Article 6(2)(3) of the Act of 28 November 2003 on family benefits.

**I declare that I am aware<sup>\*\*\*)</sup> of the criminal liability for making a false declaration.**

.....

*(place, date)*

.....

*(student's signature)*

---

<sup>\*)</sup> names relevant in USOS

<sup>\*\*)</sup> tick as appropriate

<sup>\*\*\*)</sup> delete as appropriate

*Annex No. 7 to the Regulations on benefits for students*  
*Rzeszów University of Technology*  
*dated 17 July 2019.*

**name** .....  
**direction (programme):** .....  
**year/semester (stage):** .....  
**level of study (type):** .....  
**form of study (mode):** .....  
**phone:** .....  
**address:** .....  
**Album no:** .....

**NOTIFICATION OF CHANGES**

**affecting the right to a social scholarship**

**in the winter /summer semester<sup>\*\*</sup>) in the academic year 20..../20...**

**Rector/ Scholarship Committee <sup>\*\*</sup>)**

**Rzeszów University of Technology**

Pursuant to the obligation under the provision of § 27, sec. 2 of the Regulations on Benefits for Students of the Rzeszów University of Technology of 17 July 2019, to inform the Rector (Scholarship Committee) immediately of any changes in the income situation and/or the family situation of the student and/or the student's family affecting the right to a social scholarship, I inform you of: <sup>\*\*\*</sup>)

- **loss of income/acquisition of income by the student**
- **loss of income/acquisition of income by a member of the student's family**
- **change in the number of members of the student's family**
- **other circumstances affecting entitlement to a maintenance grant**

## **STUDENT INFORMATION ON CHANGES**

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

### **Student declaration**

Aware of<sup>\*)</sup> responsibility for providing false data, including disciplinary responsibility up to and including expulsion from the University and the obligation to repay the social grant unduly received, I declare that the information given above regarding changes in my income and/or family situation is correct.

---

<sup>\*)</sup> names relevant in USOS

<sup>\*\*) delete as appropriate</sup>

\*\*\*) tick as appropriate

*Appendix No. 8 to the Regulations on benefits for students*

*Rzeszów University of Technology*

*dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**

**Rzeszów University of Technology**

**Application for an increased social scholarship for the semester ..... in  
the academic year 20xx/xx**

Pursuant to § 28 of the Regulations on Benefits for Students of the Rzeszów  
University of Technology dated 17 July 2019, as amended, I kindly request that the  
following benefit be granted:

**an increased social scholarship for: \*\*)**

- ☐ **income which does not exceed the amount specified in Article 8(1)(2) of  
the Social Welfare Act of 12 March 2004**

☐ **residence at** .....

The amount of monthly income per person in my family is: **xxx.xx PLN**

Place of residence:

.....

Justification: Content of justification.

**Appendices:**

1. **"Statement of Income"** (USOS web printout of the Statement of Income application)

2. ....

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6 sec. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a course of study other than ..... I also declare that I will not be receiving student benefits at a university other than the Rzeszów University of Technology. At the same time, I undertake to inform the Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another course of study, including another university.

Rzeszów, ..... ..

Student signature



Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address

..... \*\*)

Rzeszów, ..... ..

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*) The electronic address is an email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first cycle studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See point 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, points 1-4 and Article 359, section 1 only in one course of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in sec.4 shall be extended by 2 semesters where a

student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several courses of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.
- (8) The provisions of sections 1-7 shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Annex No. 9 to the Regulations on benefits for students*

*Rzeszów University of Technology*

*dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**

**Rzeszów University of Technology**

**Application for the continuation of the social scholarship in the increased amount for the semester ..... in the academic year 20xx/xx**

Pursuant to § 28 of the Regulations on Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**an increased social grant for: \*\*)**

- ☐ **income which does not exceed the amount specified in Article 8(1)(2) of the Social Welfare Act of 12 March 2004**
- ☐ **residence at .....**

The amount of monthly income per person in my family is: **xxx.xx PLN**

Place of residence:

.....

Justification: Content of justification.

Being aware of the liability **for making a false declaration**, I declare that:

- 1) there have been no changes in my **income or family situation** affecting my income as determined in the semester ..... in the academic year 20xx/xx,
- 2) **the certificates (declarations) I have submitted** and other documents enclosed with my application for the semester ..... of the academic year 20xx/xx **are factually correct**,
- 3) **no changes have occurred/are occurring\*\*\*)** that affect the right to a maintenance grant in the semester ..... in the academic year 20xx/xx (e.g. leave of absence from classes, suspension from studies, etc.).

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the

application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a social grant in a field of study other than ..... I also declare that I will not be receiving student benefits at a university other than the Rzeszów University of Technology. At the same time, I undertake to inform the Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another course of study, including another university.

Rzeszów, .....  
Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I consent to the service of letters in the proceedings for the award of a social grant by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address

..... \*\*)

Rzeszów, .....  
Student signature

<sup>\*)</sup> names used in the USOS system

<sup>\*\*)</sup>  tick as appropriate

\*\*\*) delete as appropriate

\*\*\*\*) The electronic address is an email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as

amended. - Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, points 1 to 4 and Article 359, section 1 only in one course of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several courses of study, semesters taken concurrently shall be treated as one semester. The period shall commence



with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.

(8) The provisions of sections 1-7 shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Annex No. 10 to the Regulations on benefits for students*  
*Rzeszów University of Technology*  
*dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**  
**Rzeszów University of Technology**

**Application for a scholarship for persons with disabilities**

**for the semester ..... in the academic year 20xx/xx**

Pursuant to § 29 of the Regulations on Benefits for Students of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**scholarship for persons with disabilities.**

The justification for my request is ..... the degree of disability confirmed by a certificate.

**Document:\*\*)**

- **certificate of disability**
- **disability certificate**
- **certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on vocational and social rehabilitation and the employment of disabled persons (i.e. Journal of Laws of 2019, item 1172, as amended).**

**The decision is valid from ..... to ..... .**

**My disability was created....., on .....**

### **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6(2) of the Regulations on benefits for students of Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving a scholarship for persons with disabilities in a course other than ..... . I also declare that I will not be receiving student benefits at a university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, .....

.....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096, as amended), I agree to serve letters in the proceedings for granting a scholarship for persons with disabilities by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....

.....

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) The electronic address is an email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first cycle studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1-4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, points 1-4 and Article 359, section 1 only in one course of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

- 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in sec. 4 shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several courses of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.
- (8) The provisions of sections 4-7 shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Annex No. 11 to the Regulations on benefits for students*  
*Rzeszów University of Technology*  
*dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students**  
**Rzeszów University of Technology**

**Application for financial aid**

Pursuant to § 30 of the Regulations on Benefits for Students of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request the granting of **an allowance on account** of:

**Content of the explanatory memorandum**

In the current academic year:

I have applied for financial aid: **YES/NO**

I received financial aid: **YES/NO**

I have applied for financial aid for the same contingency: **YES/NO**

**Reason for request:**

Content of the explanatory memorandum to the proposal

**Appendices:**

1. ....

2. ....

**STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Pursuant to § 6(2) of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not be receiving an allowance for a course other than ..... I also declare that I will not collect student benefits at any other university other than Ignacy Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the aid applied for at another faculty, including another university.

Rzeszów, .....

.....

Student signature



Pursuant to Article 39<sup>[1]</sup> § 1 item 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I consent to the delivery of letters in the proceedings for the granting of benefits by electronic means of communication within the meaning of Article 2 item 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address .....

Rzeszów, .....  
Student signature

\*) names used in the USOS system

\*\*) The electronic address is an email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of the Rzeszów University of Technology is created and activated automatically for all students of the University.

Rzeszów University of Technology, in accordance with the Regulations for the Use of Student Postal Accounts at Rzeszów University of Technology

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first cycle studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, points 1-4 and Article 359, section 1 only in one course of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;
  - 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in section 4 shall be extended by 2 semesters

where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.
- (8) The provisions of sections 1-7 shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Annex No. 12 to the Regulations on benefits for students  
Rzeszów University of Technology dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students  
Rzeszów University of Technology**

**Application for Rector's scholarship for the semester .....**

**in the academic year 20xx/xx**

Pursuant to § 31-40 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**rector's scholarship**

**Type of application: \*\*)**

Application for the Rector's scholarship on the basis of the following achievements:

### **Outstanding academic performance**

In the previous academic year I obtained the average grade ..... (Points: XX,XXX), calculated on the basis of the ranking called: rector's scholarship for the year ....., program\*) ....., current year of studies ..... with the code: .....

### **Scientific achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

### **Artistic achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

### **Sporting achievements in competitions at least at national level**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

- **Total points obtained: XX,XXX**
- **Appendices:**
- **Documents to support each achievement demonstrated in the application.**
- **A certificate from a graduate school of the applicable grading scale (applies to a student who is not a graduate of Rzeszów University of Technology).**
- **Application for the Rector's scholarship for students enrolled in the first**

**year of studies in the year of their matriculation examination**

- **The year of the baccalaureate exam: .....**
- **Olympics:**
- **International: laureate**
- **Central step: winner/finalist\***
- **Sports result achieved: .....**
- **Appendices:**
- **Certificate confirming the title of winner or finalist of an Olympiad or the sports result obtained**

### **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false statement, I declare that I will not receive the Rector's scholarship in a different course of study than ..... . I also declare that I will not collect student benefits at any other university other than the Rzeszów University of Technology. At the same time, I undertake to inform the Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another course of study, including another university.

Rzeszów, .....

.....

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I agree to serve letters in the proceedings for the rector's scholarship by means of electronic communication as defined in Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, .....

.....

(student's signature)

---

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) delete as appropriate

\*\*\*\*) The electronic address is an email account on the server of Student Postal Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

- (1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.
- (2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.
- (3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:
  - (1) Master's degree, Master of Engineering or equivalent;
  - (2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.
- (4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:
  - 1) first degree - no longer than 9 semesters;



- 2) a second degree for a maximum of seven semesters.
- (5) The total period referred to in sec. 4 shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.
- (6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several courses of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time since the completion of secondary education. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.
- (7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of sections 4 and 6 shall apply accordingly.
- (8) The provisions of sections 1-7 shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

*Appendix No. 13 to the Regulations on benefits for students  
Rzeszów University of Technology  
dated 17 July 2019.*

**CRITERIA  
MERIT-BASED ASSESSMENT OF APPLICATIONS FOR  
RECTOR SCHOLARSHIP**

## OUTSTANDING ACADEMIC PERFORMANCE

(max 100 points)

CHARACTERISTICS	AVERAGE ASSESSMENT	POINTS
<p><b>The weighted average and arithmetic mean shall be determined to three decimal places</b> with rounding up, the arithmetic mean being <b>determined</b> only for students in the first year of their second degree programme.</p>	<p>Average of at least <b>4.001 or higher</b></p>	<p>The number of points for a grade point average of <b>4.001 or higher</b> is determined by the formula:</p> $\text{PWN} = (\text{SO} - 4) \times 100$ <p>Where:</p> <p><b>MNE</b> - stands for points earned for outstanding academic performance,</p> <p><b>SO</b> - denotes the student's grade point average.</p>
	<p>Average of <b>less than 4.001</b></p>	<p>The number of points for an average of <b>less than 4.001 is 0.</b></p>

## SCIENTIFIC ACHIEVEMENTS

- related to the studies being carried out or
- carried out on behalf of the PRz authorities, or
- related to the representation of the PRz.

The description of the achievement in a given category should demonstrate the link with the studies being undertaken.

**Categories of scientific achievement**

**Points  
(max 100 points)**

**Description of achievements  
and method of confirmation**

### **Presentations at scientific conferences<sup>\*)</sup>**

<sup>\*)</sup> contributions to symposia, seminars, sessions of a scientific nature are considered equivalent to contributions to a scientific conference.

Through outreach scientific conferences:

- **international is** understood to be conferences in which at least 1/3 of the active participants represented foreign research centres,

<ul style="list-style-type: none"><li>• <b>national</b> is understood to be conferences in which representatives of at least five scientific centres took an active part,</li><li>• <b>community/university</b> conferences are understood to be conferences in which representatives of at least three universities took an active part.</li></ul>		
<b>Of international scope:</b>		<b>Description of achievements:</b> <ul style="list-style-type: none"><li>• date and venue of the conference,</li><li>• conference name,</li><li>• name of the conference organiser,</li><li>• scope of the conference (international, national, community/university),</li><li>• type of presentation (with own paper/presentation/poster, co-author of paper/presentation/poster),</li><li>• title of paper/presentation/poster,</li><li>• number of academic centres represented at the conference.</li></ul>
speaking with your own paper/presentation	24	
presenting a paper/presentation as a co-author	18	
speech with presentation of own poster	12	
presentation of a poster as co-author	6	

<b>Of national scope:</b>		<b>Method of confirmation - all documents listed below must be provided:</b> <ul style="list-style-type: none"> <li>• a certificate from the conference organiser containing the information set out in the achievement description,</li> <li>• a copy of the post-conference material containing the name of the person presenting the paper/presentation/poster.</li> </ul> <b>If the same paper is delivered at several conferences, please indicate the one with the higher score.</b> <b>Papers/presentations/posters of a non-scientific nature are not included.</b> <b>Only active participation in the conference by delivering a paper/presentation/poster is scored.</b>
speaking with your own paper/presentation	<b>16</b>	
presenting a paper/presentation as a co-author	<b>12</b>	
speech with presentation of own poster	<b>8</b>	
presentation of a poster as co-author	<b>4</b>	
<b>Of community/university scope:</b>		
presenting a paper/presentation	<b>8</b>	
presenting a paper/presentation as a co-author	<b>6</b>	

speech with presentation of own poster	4		
presentation of a poster as co-author	2		
<b>Scientific publications in scientific journals or scientific publications in the form of a book/chapter/monographies</b>			
	authorship	co-authorship	<b>Description of achievements:</b> <ul style="list-style-type: none"><li>• title of the publication (article/book/book chapter/monograph/chapter in monograph),</li><li>• author/co-author,</li></ul>
Scientific book publication, journal publication of international scope.	30	20	

<p>Publication of a monograph/chapter in a monograph by a publishing house included in the list of publishing houses drawn up in accordance with the regulations issued pursuant to Article 267(2)(2) of the Act of 20 July 2018. - Law on Higher Education and Science, hereinafter referred to as 'the Act'.</p> <p>Publication of an article in a scientific journal or peer-reviewed materials of international conferences included in the list of such journals and materials drawn up in accordance with the regulations issued pursuant to Article 267(2)(2) of the Act or in another journal of national scope.</p> <p>Publication of a book/chapter of a book.</p>	<p>20</p>	<p>10</p>	<ul style="list-style-type: none"> <li>• place of publication (name of magazine/book title),</li> <li>• place of publication,</li> <li>• type of publication (journal article/book publication/monograph/post-conference publication, etc.),</li> <li>• publishing,</li> <li>• date of publication (month and year),</li> <li>• the ISBN or ISSN, if any,</li> <li>• in the case of online versions of scientific journals, provide the web address where the publication is available.</li> </ul> <p><b>Method of confirmation:</b></p> <ul style="list-style-type: none"> <li>• a certificate from the publisher of a publication (book/chapter of a book or monograph/chapter in a monograph/post-conference publication/article/reference, etc.) containing the information</li> </ul>
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<p>Publication of an article/reference in a university journal of the student scientific movement, in a scientific/specialist notebook/ professional journal or in electronic form on the website of a research centre, university organisational unit, specialist or professional publication, peer-reviewed post-conference publication.</p>	<p><b>10</b></p>	<p><b>5</b></p>	<p>specified in the achievement description, or</p> <ul style="list-style-type: none"> <li>• photocopy of pages including author(s)'s name, title of publication/journal, book or monograph, place and date of publication, ISBN or ISSN,</li> <li>• in the case of electronic publication, a certificate from the online publisher confirming the electronic publication on a website or a certificate from the publisher of the electronic publication on physical media (e.g. CD-ROM, DVD-ROM) containing the information specified in the description of the achievement must be submitted.</li> </ul> <p><b>Only published papers are scored.</b></p> <p><b>For students in their final year of second cycle studies, it is acceptable to submit a publisher's certificate of acceptance for publication (book/book chapter/post-conference publication/article/paper, etc.) containing the information</b></p>
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			<p><b>specified in the achievement description.</b></p> <p><b>The same publication is not scored twice, e.g. in the paper and online edition of a journal.</b></p> <p><b>In the case of publication of the same article/reference in several journals, the publication may be scored only once and the one with the higher score should be given.</b></p> <p><b>Non-reviewed publications and publications of a non-scientific nature, such as conference reports, are not included.</b></p>
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### **Prizes and participation in scientific competitions<sup>\*)</sup>**

<sup>\*)</sup> prizes at science subject competitions and festivals shall be treated in the same way as prizes in science competitions

<b>Competition coverage/place taken</b>	award  individual	award  group	<b>Description of achievements:</b> <ul style="list-style-type: none"> <li>• the date and place of the award/participation,</li> <li>• competition name,</li> </ul>
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<b>Of international scope:</b>			<ul style="list-style-type: none"><li>• name of competition organiser,</li><li>• place obtained,</li><li>• type of award (individual/group),</li><li>• thematic scope of the competition.</li></ul> <b>Method of confirmation:</b> <ul style="list-style-type: none"><li>• a certificate from the competition organiser containing the information specified in the description of the achievement, or</li><li>• a diploma (certificate) containing the information specified in the achievement description.</li></ul> <b>Competitions of a substantive nature related to the studies being undertaken are taken into account.</b>  <b>An award obtained in the same competition individually and as a group is not scored twice, the one with the higher score must be given.</b>  <b>Competitions of a non-academic nature are not included.</b>
1st to 3rd place in the competition	<b>30</b>	<b>20</b>	
4th to 6th place in the competition	<b>24</b>	<b>16</b>	
participation in the competition	<b>18</b>	<b>12</b>	
<b>Of national scope:</b>			
1st to 3rd place in the competition	<b>24</b>	<b>16</b>	
4th to 6th place in the competition	<b>18</b>	<b>12</b>	

			In the case of group performances, confirmation from the team supervisor of the applicant's team membership and participation in the competition must additionally be included.
National and international research internships			
National and international academic internships of at least 14 days' duration	10	<b>The application must be accompanied by:</b>  Confirmation of the internship and its duration by the organiser (internship agreement or civil law agreement with a certificate confirming the internship).	
Participation in research projects or studies			
Participation in a research project conducted by Rzeszów University of Technology, including in collaboration with other academic or scientific centres.	16	<b>Description of achievements:</b> <ul style="list-style-type: none"><li>• period of participation in the research project/research,</li></ul>	

<p>Participation in research conducted by the organisational units of the Rzeszów University of Technology.</p>	<p>8</p>	<ul style="list-style-type: none"> <li>• the name of the academic centre or organisational unit of Rzeszów University of Technology,</li> <li>• function performed in the research project/research,</li> <li>• description of the tasks carried out as part of the research project/research.</li> </ul> <p><b>Method of confirmation:</b></p> <ul style="list-style-type: none"> <li>• a certificate from the institution conducting the research project/research or the head of the research project/research containing the information set out in the description of the achievement.</li> </ul> <p><b>Applies only to research projects and research that are not included in the study programme (an extra-curricular activity). Research work carried out in connection with the thesis preparation is not included.</b></p> <p><b>Research projects and studies of a non-scientific nature are not included.</b></p>
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Part-time studies at another higher education institution within the ERASMUS programme lasting a minimum of one semester	<b>18</b>	Confirmation of study under the ERASMUS programme and duration of study from the dean's office.

### ARTISTIC ACHIEVEMENTS

- compatible with the course of study or
- carried out on behalf of the PRz authorities, or
- related to the representation of the PRz.

Categories of artistic achievement	Points (maximum 100 points)	Description of achievements and method of confirmation
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**Outstanding artistic works, including visual arts, music, theatre, photography**

<b>Of international scope:</b>		<b>Description of achievements:</b> <ul style="list-style-type: none"> <li>the title of the artistic work (artwork/musical work/play, etc.),</li> <li>place of publication or presentation (name of exhibition/gallery/theatre/concert, etc.),</li> <li>the exact date of presentation of the work or publication of the work,</li> <li>ISAN (if assigned).</li> </ul>
the publication of a work of art, music, theatre, photography, etc.	<b>10</b>	
presentation of the work in a solo exhibition	<b>8</b>	
presentation of a work in a group exhibition, co-authorship of an artistic work	<b>6</b>	
<b>Of national scope:</b>		<b>Method of confirmation:</b> <ul style="list-style-type: none"> <li>a certificate from the publisher containing the information specified in the description of the achievement, together with a photocopy (photograph/recording, etc.) of the artistic work, or</li> </ul>
the publication of a work of art, music, theatre, photography, etc.	<b>8</b>	
presentation of the work in a solo exhibition	<b>6</b>	

presentation of a work in a group exhibition, co-authorship of an artistic work	4		<ul style="list-style-type: none"> <li>a certificate from the organiser containing the information specified in the description of the achievement, together with a photocopy (photo/recording, etc.) of the artistic work.</li> </ul>
<b>Publication of artistic work</b>			
	authorship	co-authorship	
Publication of an art book (reproduction album, photo album).	30	20	<b>Description of achievements:</b> <ul style="list-style-type: none"> <li>title of the publication (art book/album/specialised journal),</li> <li>place of publication (name of journal/book/album),</li> <li>type of publication (publication of a book/album/insertion in a collective work or journal - name of the journal, etc.),</li> <li>publishing,</li> </ul>
Publication of an artistic work in a collective work.	20	10	



			<ul style="list-style-type: none"> <li>• date of publication (month and year),</li> <li>• ISBN or ISSN (if assigned),</li> <li>• in the case of online versions of journals/collective works, etc., provide the web address where the publication is available.</li> </ul> <p><b>Method of confirmation:</b></p> <ul style="list-style-type: none"> <li>• a certificate from the publisher stating that an artist's book/collective work/album has been published in print, or</li> <li>• Photocopy of pages including author's name, title of publication/art book/album/journal, place and date of publication, ISBN or ISSN,</li> <li>• a certificate from an online publisher confirming electronic publication on a website or a certificate from the publisher of an electronic publication on physical media (e.g. CD-ROM, DVD-ROM) containing the information specified in the description of the achievement.</li> </ul>
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			<p><b>Only published papers are scored.</b></p> <p><b>For students in their final year of a second degree programme, it is acceptable to submit a publisher's certificate of acceptance of the work, including the information specified in the achievement description.</b></p> <p><b>The same publication is not scored twice, e.g. in the paper and online edition of a journal.</b></p> <p><b>In the case of publication of the same work in more than one place, the publication can only be scored once and the one with the higher score should be given.</b></p> <p><b>Non-artistic publication is not included.</b></p>
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### **Prizes and participation in art competitions<sup>\*)</sup>**

<sup>\*)</sup> prizes in art festivals and reviews are considered on a par with prizes in art competitions

Competition coverage/place taken	award individual	award group	<b>Description of achievements:</b> <ul style="list-style-type: none"><li>the date and place of the award/participation,</li><li>competition name,</li><li>name of competition organiser,</li><li>place obtained,</li><li>type of award (individual/group),</li><li>thematic scope of the competition.</li></ul>
<b>Of international scope:</b>			
1st to 3rd place in the competition	<b>30</b>	<b>20</b>	
4th to 6th place in the competition	<b>24</b>	<b>16</b>	
participation in the competition	<b>18</b>	<b>12</b>	
<b>Of national scope:</b>			<b>Method of confirmation:</b> <ul style="list-style-type: none"><li>a certificate from the competition organiser containing the information specified in the description of the achievement, or</li><li>a diploma (certificate) containing the information specified in the achievement description.</li></ul> <b>An award obtained in the same competition individually and as a group is not scored twice, the one with the higher score must be given.</b>  <b>Non-artistic competitions are not included.</b>
1st to 3rd place in the competition	<b>24</b>	<b>16</b>	
4th to 6th place in the competition	<b>18</b>	<b>12</b>	

			In the case of group performances, confirmation from the team supervisor of the applicant's team membership and participation in the competition must additionally be included.
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<b>SPORTING ACHIEVEMENTS</b>  <b>IN COMPETITION</b>  <b>AT LEAST AT NATIONAL LEVEL</b>		
<b>Categories of sporting achievement</b>	<b>Points (maximum 100 points)</b>	<b>Description of achievements and method of confirmation</b>
Participation in the Olympic Games, the Paralympic Games, the Deaflympic Games, the World Championships, the World Youth Championships, the European Championships, the European Youth	<b>100</b>	<b>Description of achievements:</b> <ul style="list-style-type: none"> <li>• date and venue of the competition,</li> <li>• competition name,</li> <li>• sporting discipline,</li> </ul>

<b>Championships, the Universiade, the World Academic Championships, the European Academic Championships, the European Student Games*.</b>  (including for the disabled)		<ul style="list-style-type: none"> <li>• place obtained in the competition,</li> <li>• name of competition organiser.</li> </ul> <p><b>Method of confirmation:</b></p>
<b>Place taken</b>		Sporting achievements must be confirmed by a communication published by the competition organiser or by a diploma bearing the participant's surname and first name and the information set out in the description of the achievement or a certificate from the relevant sports federation (applies to central state leagues). <p><b>POINTS ARE NOT ADDED UP IN THE INDIVIDUAL HIGH PERFORMANCE CATEGORIES.</b></p> <p><b>The highest scoring sporting performance counts.</b></p> <p>Attachments are confirmed by the AZS PRz Academic Club.</p>
<b>Polish Championships, Academic Polish Championships*</b>  (including for the disabled)		
finishing between 1st and 3rd place in the competition	<b>70</b>	
finishing between 4th and 6th place in the competition	<b>50</b>	
participation in competitions	<b>30</b>	
<b>Academic Polytechnic Championships, Polish Cup, Academic Cup of Poland*</b>  (including for the disabled)		

finishing between 1st and 3rd place in the competition	50	* Only high level sports results connected with the representation of PRz or realised on behalf of PRz authorities or AZS PRz Academic Club are awarded points.
finishing between 4th and 6th place in the competition	30	
participation in competitions	15	
Other competitions of international or national rank (tournaments, cups, championships) (including for people with disabilities)		
finishing between 1st and 3rd place in the competition	20	
share	10	
Central state leagues (including for the disabled)		
premier league, first division	20	
Second league	10	

## **PRINCIPLES FOR ASSESSING THE MERITS OF RECTOR'S SCHOLARSHIP APPLICATIONS**

### **1. OUTSTANDING ACADEMIC PERFORMANCE**

1. The grade point average for scholarship purposes is determined as a weighted average based on the final grades for all courses (subjects) included in the curriculum for a given grading period, taking into account point 2. The grade point average is automatically generated from the USOS web system on the basis of the appropriate ranking drawn up by the dean's office of the relevant faculty.
2. In the case of a first-year student in a second-cycle programme, the grade point average for scholarship purposes is established as the arithmetic mean based on the final grades for all courses (subjects) obtained in the final year of the first-cycle programme. If a given course (subject) ends with a credit and an examination, only the examination grade shall be taken into account in calculating the grade point average. If a diploma thesis, diploma seminar or work placement is a course module (subject) and is allocated ECTS credits, the grade from the diploma seminar, diploma thesis and work placement shall be taken into account when calculating the grade point average, subject to points 4-8.
3. The student referred to in point 2 is required to submit a statement of the arithmetic mean of the grades obtained in the final year of first-cycle studies, the specimen of which is specified in Appendix No. 14 to the Regulations, and documents concerning the mean of the grades, taking into account points 4-8. The statement is available in the USO Sweb system when filling in the application for the Rector's scholarship.
4. In the case of a first-year second-cycle student who graduated from PRz in the academic year in which he/she commenced second-cycle studies at PRz in the same field of study, the grade point average is generated automatically from the USOS web system on the basis of a relevant ranking drawn up by the Dean's Office of the relevant faculty. The student is not required to submit the declaration referred to in

point 3 and the documents relating to the grade point average (diploma supplement or student record book).

5. A first-year second-cycle student who graduated from PRz in the previous academic years in the field of study in which he/she undertook second-cycle studies and a student who graduated from PRz in the current academic year or in previous academic years and undertook second-cycle studies in a course of study other than the first-cycle studies or at another faculty shall submit a statement of the arithmetic mean of the grades referred to in point 3 together with a copy of the student's index book or the diploma supplement. The original of the student's index book or the diploma supplement must be submitted for inspection in order to ascertain that the copy is a true copy of the original.

6. A first-year second-cycle student who is not a PRz graduate shall submit a declaration of the grade point average referred to in point 3, together with a copy of the student's course book or diploma supplement, and attach to the declaration a certificate from the graduate school of the applicable grading scale. The original of the student's transcript or the diploma supplement must be submitted for inspection to establish that the copy is a true copy of the original.

7. If a student repeats a course (subject) from a previous year of study during the year of study based on which the right to the Rector's scholarship is established, the final grade from that course (subject) is not taken into account when establishing the grade point average.

8. In the case of transfer from another higher education institution to PRz during the academic year, the final grades from all courses (subjects) from the semester attended at the institution from which the transfer was made and the semester attended at PRz are included in the grade point average. If a given course ends with a credit and an examination, only the grade from the examination is taken into account in calculating the average grade.



## 2. GENERAL PRINCIPLES FOR THE SUBSTANTIVE ASSESSMENT OF RECTOR'S SCHOLARSHIP APPLICATIONS

1. Distinguished academic results, scientific or artistic achievements or sporting achievements obtained in the previous year of study **are taken into account, as appropriate, when assessing applications:**

- 1) **in the winter and summer semesters** - for students starting their studies from the winter semester in the month of October, the study year lasts from the beginning of the winter semester until the end of the summer semester of the respective academic year. This period also applies to academic or artistic achievements or sporting achievements;
- 2) **in the summer and winter semesters** - for students commencing their studies from the summer semester in the month of February. For students enrolled in the second degree programme in the month of February, the study year lasts from the beginning of the summer semester in the year of commencement of the second degree programme until the end of the winter semester of the following academic year. This period also applies to academic or artistic achievements or sporting achievements;
- 3) **in a semester** - where the final year of study in accordance with the study programme lasted one semester. Applies to first-year second-cycle students who have completed a first-cycle programme lasting seven semesters and started a second-cycle programme in the summer semester of the same academic year. This period also applies to academic or artistic achievements or sporting achievements;
- 4) **in the winter and summer semesters** - for students commencing their studies from the winter semester in the month of October. Applies to first-year second-cycle students who have completed a first-cycle course of 7 semesters and started second-cycle studies in the winter semester of the following academic year. This period only applies to academic or artistic

achievements or sporting achievements. Outstanding academic performance is taken into account for the 7th semester.

2. Academic achievements should be:

- 1) **related to the course of study**, in the course of study in which the student is applying for the Rector's scholarship, or
- 2) **carried out on behalf of the PRz authorities**, or
- 3) **related to the representation of the PRz**.

3. Within a given **academic achievement** category, **a student may demonstrate multiple achievements. Points earned in each academic achievement category are added together.**

4. Artistic achievement should be:

- 1) **related to the course of study** in which the student applies for a rector's scholarship, or
- 2) **carried out at the request of the PRz authorities**, or
- 3) **related to the representation of the PRz**.

5. **A student may show multiple achievements** within a given category of **artistic achievement. The points obtained in each category of artistic achievement are added up.**

6. **The categories of sporting achievement listed below, i.e.:**

- 1) participation in the Olympic Games, the Paralympic Games, the Deaflympic Games, the World Championships, the World Youth Championships, the European Championships, the European Youth Championships, the Universiade, the World Academic Championships, the European Academic Championships, the European Student Games (including for people with disabilities);

- 2) student's **1st to 6th** place or participation in the Polish Championships, Polish Academic Championships (including for disabled persons);
  - 3) the student's **1st to 6th** place or participation in the Academic Polytechnic Championships, the Polish Cup, the Academic Cup of Poland (including for the disabled)
- should be **performed at the request of the PRz authorities** or the AZS Academic Club of PRz or be **connected with the representation of PRz**.

7. Within sporting **achievements, a student can only show one category of sporting achievement. The points obtained in the individual categories of sporting achievements are not added up; the highest-scoring sporting achievement counts.**

8. A student's application for the rector's scholarship referred to in § 31, section 1 of the Regulations must be accompanied by documents confirming the academic or artistic achievements or sporting achievements demonstrated.

9. Documents supporting the additional achievements listed in the application must be submitted by the student in originals or copies. If copies are submitted, the original documents must be presented for inspection in order to confirm that the copies are in conformity with the originals. Authentication of copies of documents is performed by an employee of the organisational unit of PRz responsible for student benefits or AZS PRz CC respectively.

10. Total points for:

- academic achievement may not exceed a maximum of **100** points,
- artistic achievement may not exceed a maximum of **100** points,
- sporting achievements may not exceed a maximum of **100** points.

11. Where an achievement is demonstrated which will result in the maximum number of points in a category being exceeded, points may only be awarded for that achievement in a number which will not result in the maximum number of 100 points being exceeded.

12. Achievements **are only assessed once**, even if they can be placed in more than one category, the Rector (Scholarship Committee) will then take into account the highest scoring achievement.

13. Achievements obtained during a long-term (semester or annual) leave of absence from classes are not taken into account when assessing an application.

14. A scientific or artistic achievement or a sporting achievement shall not be taken into account and no points shall be awarded for it in the case of:

- the absence of proof of the achievement in question by means of a relevant document,
- when the date of the event is not clear from the documents submitted by the student or does not contain other information relevant to the assessment of the application,
- when **they are not related to the studies pursued** - refers to **academic** achievements,
- when **not in line with the field of study** - applies to **artistic** achievements,
- where **they are not connected with the representation of PRz** or are **commissioned by the PRz authorities** - refers to **scientific or artistic achievements or sporting achievements** (with the exception of other competitions of international or national rank and national-level league games).

15. Documents in a foreign language confirming achievements presented by a student may be taken into consideration, provided that they are accompanied by a translation by a Polish sworn translator registered in the list of sworn translators of the Ministry of Justice. In the absence of a translation of documents drawn up in a foreign language, the student is obliged to present another document confirming the achievements covered by the foreign-language document (e.g. a certificate from a publishing house, the dean of the faculty, the tutor of the academic club).

16. The total number of qualifying points is the sum of points obtained for outstanding academic performance or academic achievement or artistic achievement or sporting achievement, determined according to the formula:

$$\mathbf{LPK = PWN + PON + POA + POS}$$

where the meaning of the individual symbols is as follows:

**LPK** - total number of qualifying points;

**MNE** - points earned for outstanding academic performance;

**PON** - points obtained for academic achievement;

**POA** - points obtained for artistic achievement;

**POS** - points earned for sporting achievements.

#### **Examples of achievements that will not be taken into account:**

1. Average below 4.001.
2. Average obtained in another field of study.
3. Publications of a non-scientific nature (e.g. conference report).
4. Publication editorial.
5. Passive participation in conferences, symposia, seminars or scientific sessions.
6. Sessions of academic research clubs.
7. Organisation of conferences or meetings.
8. Participation in training courses, open lectures, workshops, panel meetings.
9. Language and other certificates obtained, e.g. during training, courses, workshops.
10. Prizes or awards for papers delivered.



*Annex No. 14 to the Regulations on benefits for students  
Rzeszów University of Technology  
dated 17 July 2019.*

name .....  
album number .....  
field of study (programme\*) .....  
year/semester (stage\*) .....  
level of study (type\*) .....  
form of study (mode\*) .....  
album number: .....

**STUDENT DECLARATION**

first year of second-cycle studies applying for the award of a

**rector's scholarship**

for the semester ..... in the academic year ...../..... with the arithmetic mean of  
the final grades obtained in the final year of first degree studies

Legal basis § 35(7)– 12 of the Regulations on student benefits of the Rzeszów  
University of Technology of 17 July 2019.

### **List of classes (subjects)**

to be taken into account in the determination of the arithmetic mean of the final grades obtained in the final year of first-cycle studies in the course of

.....

<b>Name of the activity (subject)</b>	<b>Evaluation</b>	<b>Name of the activity (subject)</b>	<b>Evaluation</b>

**The arithmetic mean of the final grades is: XX,XXX**

### **Attention!**

This list of courses (subjects) should be accompanied by a photocopy of the student's course book or diploma supplement (the original should be submitted for inspection to confirm that the copy is a true copy of the original). A student who is not a graduate of



Rzeszów University of Technology is obliged to attach a certificate from the graduating school with the applicable grading scale.

**I declare that I am aware<sup>\*\*)</sup> of the criminal liability for making a false declaration.**

.....

(place, date)

.....

(student's signature)

---

<sup>\*)</sup> names relevant in USOS

<sup>\*\*)</sup> delete as appropriate

*Annex No. 15 to the Regulations on benefits for students  
Rzeszów University of Technology dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Scholarship Committee for students  
Rzeszów University of Technology**

**"Application for the continuation of the Rector's scholarship for the semester  
....."**

**in the academic year 20xx/xx**

Pursuant to § 31-40 of the Regulations on Benefits for Students of Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request that the following benefit be granted:

**rector's scholarship.**

**Type of application: \*\*)**

- **Application for a Rector's scholarship based on the following achievements:**

**Outstanding academic performance**

In the previous academic year I obtained the average grade ..... (Points: XX,XXX), calculated on the basis of the ranking called: rector's scholarship for the year ....., program\*) ....., current year of studies ..... with the code: .....

**Scientific achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

**Artistic achievements**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

**Sporting achievements in competitions at least at national level**

Lp.	Type of achievement	Achievement Points
1.	XX,XXX	

**Total points obtained: XX,XXX**

- **Application for the Rector's scholarship for students enrolled in the first year of studies in the year of their matriculation examination**

**The year of the baccalaureate exam:** .....

**Olympics:**

- International: laureate
- Central step: winner/finalist<sup>\*\*\*)</sup>

**Sports result achieved:** .....

Aware of my responsibility **for making a false declaration**, I declare that:

- 1) data **such as outstanding academic results/additional achievements/achievement of a laureate or finalist in an Olympiad/sports result<sup>\*\*\*)</sup>** , given in the application in the semester ..... in the academic year 20xx/20xx have not changed;
- 2) **the certificates (declarations) I have submitted and other documents** enclosed with **my** application for the semester ..... in the academic year 20xx/xx are factually correct;
- 3) **no changes have occurred/are occurring<sup>\*\*\*)</sup>** that affect the right to the Rector's scholarship (e.g. leave of absence from classes, suspension from studies, etc.).

.

## **STATEMENT**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended. Pursuant to § 6 para. 2 of the Regulations on benefits for students of the Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false declaration, I declare that I will not receive the Rector's scholarship in a different field of study than ..... I also declare that I will not collect student benefits at any other university other than Ignacy

Łukasiewicz Rzeszów University of Technology. At the same time, I undertake to inform Rzeszów University of Technology immediately if I become entitled to receive the requested benefit in another field of study, including another university.

Rzeszów, ..... ..

Student signature

Pursuant to Article 39<sup>[1]</sup> § 1 point 3 of the Act of 14 June 1960– Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I agree to serve letters in the proceedings for the rector's scholarship by means of electronic communication as defined in Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address ..... \*\*)

Rzeszów, ..... ..

Student signature

\*) names used in the USOS system

\*\*) tick as appropriate

\*\*\*) delete as appropriate

\*\*\*\*) The electronic address is an email account on the server of Student Postal Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for first degree studies ..... semester(s)\*

- for second cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, ..... ..

Student signature

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

(5) The total period referred to in paragraph (4) shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

(6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, subsection 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several fields of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time after graduation from secondary school. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Student signature

## **SUPERVISOR/PROMOTER EVALUATION**

**concerning the progress in the academic work and preparation of the doctoral  
dissertation of the doctoral student / doctoral thesis (to be completed by the  
supervisor/promoter of the  
of the doctoral student\*)**

Full name of doctoral student:\* .....

Name of supervisor/research supervisor\*: .....

Title/Dissertation Working Title:

.....  
.....

Date/planned date of opening of doctoral thesis: .....

1. An assessment about the doctoral student's/doctoral research involvement with the  
faculty:

.....  
.....  
.....  
.....  
.....

Overall rating\*\* : (2-none, 3-good, 4-good, 5-very good)

2. Assessment of academic progress (indicate new items completed during the  
academic year under review):



.....

.....

.....

.....

Overall rating\*\* : (2-none, 3-good, 4-good, 5-very good)

3.Assessment of progress in the preparation of the dissertation (indicate the elements of the dissertation completed during the academic year to which the assessment relates and indicate the degree of progress of the dissertation in percentages):

.....

.....

.....

.....

.....

Overall rating\*\* : (2-none, 3-good, 4-good, 5-very good)

SUMMATIVE EVALUATION:

.....

.....

.....

.....

.....

.....

date, signature and stamp of supervisor/promoter

(\*)delete as appropriate

\*\* ) please tick the appropriate mark

## **ASSESSMENT**

**concerning the involvement of a doctoral student\* in teaching, in carrying out  
research conducted by the faculty  
for the academic year 20..../ 20....  
(to be completed by the Head of the Department/Department\* commissioning  
the teaching/research activities\*)**

Full name of doctoral student:\*

.....

1. department(s)/department(s)\* commissioning teaching/learning\*

.....

2. list and dimension of teaching activities carried out by the doctoral student/doctoral  
researcher\*:

.....  
.....  
.....  
.....

3. list and dimension of classes in which the doctoral student participated:

.....  
.....  
.....  
.....

4 Assessment of the doctoral student's/doctoral researcher's\* commitment to teaching:

.....

.....

.....

.....

.....

.....

.....

.....

Overall rating\*\* : (2-failed, 3-satisfactory, 4-good, 5-very good)

.....

**Date and signature of the Head of Department/Department**

*\*) delete as appropriate*

*\*\* ) tick the appropriate mark*

*Annex No. 15 c to the Regulations on benefits for students of  
Rzeszów University of Technology dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

application number .....

**Scholarship Committee for doctoral students  
Rzeszów University of Technology**

**Application for the Rector's scholarship for doctoral students for the semester  
..... in the academic year 20xx/xx**

Pursuant to § 33a of the Regulations for Students' Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request the Rector's scholarship for doctoral students for the semester ..... 20xx/xx:

I. Grade point average

In the previous academic year I achieved the grade point average ..... , calculated on the basis of the ranking called: scholarship for the best doctoral students for the year ...., program ....., current year of study ..... with the code: .....

I declare that the results obtained in the examinations included in the doctoral programme in the academic year 20xx/xx are not lower than good.

### **Statement**

Aware of the responsibility for giving false data, including the disciplinary responsibility up to expulsion from the University and the obligation to return the benefit unduly received, I declare that the information and data presented in the application and the documents attached thereto concerning the benefit applied for are complete and in accordance with the facts.

I declare that I have familiarised myself with the current "Regulations of benefits for students of Rzeszów University of Technology" dated 17 July 2019, as amended.

Rzeszów, .....

Signature of doctoral student

### **Annexes**

1. evaluation of the supervisor/promoter regarding the progress of the doctoral student's scientific work and the preparation of the doctoral dissertation
2. assessment of the doctoral student's/doctoral researcher's involvement in teaching, research conducted by the department for the academic year 20..../ 20....

Pursuant to § 6(2) of the Regulations on benefits for students of Rzeszów University of Technology dated 17 July 2019, as amended, aware of the responsibility for making a false statement, I declare that I will not receive the Rector's scholarship for doctoral students at a different discipline of study than

.....

I also declare that I will not be receiving benefits at any other university other than Ignacy Łukasiewicz Rzeszów University of Technology.

Rzeszów, .....

Signature of doctoral student

Pursuant to Art. 39 (1) § 1 point 3 of the Act of 14 June 1960 - Code of Administrative Proceedings (i.e. Journal of Laws of 2018, item 2096 as amended), I agree to serve letters in the proceedings for the rector's scholarship for doctoral students by means of electronic communication within the meaning of Article 2 point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address .....\*\*.

\* the names used in the USOS system

\*\* the electronic address is the email account on the server of the Student Mail Accounts of the Rzeszów University of Technology. An email account on the server of the Student Mail Accounts of Rzeszów University of Technology is created and activated automatically for all students and doctoral students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

### **STATEMENT ON PERIODS OF STUDY**

Aware of the responsibility for providing false data, including disciplinary liability up to and including expulsion from the University and the obligation to repay material assistance benefits wrongly received, I declare that I, the undersigned:

Name: .....

Album number: .....

Course and year: .....

Since graduating from secondary school up to the time of application, I have started:

- for third cycle studies ..... semester(s)\*

The semester of study for which the application is made must also be included in the above period. See section 6 below for details.

Rzeszów, .....

.....

Signature of the doctoral  
student

I have been advised of the contents of Article 93 of the Act of 20 July 2018, as amended. - Law on Higher Education and Science:

(1) The benefits referred to in Article 86(1), points 1 to 4 and Article 359(1) shall be available for first-cycle programmes, second-cycle programmes and long-cycle programmes.

(2) A student studying simultaneously in several fields of study may receive the benefits referred to in Article 86, section 1, subsections 1 to 4 and Article 359, section 1 only in one field of study indicated by him or her.

(3) The benefits referred to in Article 86(1)(1) to (4) and Article 359(1) shall not be available to a student holding a degree:

(1) Master's degree, Master of Engineering or equivalent;

(2) Bachelor's degree, engineer's degree or equivalent if he or she is re-entering a first degree programme.

(4) The total period for which the benefits referred to in Article 86(1)(1) to (4) and Article 359(1) are due shall be 12 semesters, regardless of whether the student has received them, provided that within this period the benefits are due for studies:

1) first degree - no longer than 9 semesters;

2) a second degree for a maximum of seven semesters.

(5) The total period referred to in sec. 4 shall be extended by 2 semesters where a student has undertaken a single master's programme, the duration of which is 11 or 12 semesters as specified by law.

(6) The period referred to in sections 4 and 5 shall include all semesters of study started by a student as referred to in section 1, including semesters falling during periods of leave referred to in Article 85, section 1, point 3, with the exception of semesters of further first-cycle study started or continued after the first bachelor's degree, engineer's degree or equivalent degree has been obtained. In the case of study in several courses of study, semesters taken concurrently shall be treated as one semester. The period shall commence with the taking of the oath, with the commencement of studies and with the acquisition of student rights for the first time since the completion of secondary education. The above-mentioned period also includes the semester in which the student waited to repeat a semester during his/her studies.

(7) Where a disability has arisen in the course of studies or after obtaining a degree, the benefit referred to in Article 86 (1) (2) shall be entitled for an additional period of 12 semesters. The provisions of paragraphs 4 and 6 shall apply accordingly.

(8) The provisions of paragraphs (1) to (7) shall apply mutatis mutandis to students who have studied or obtained their degrees abroad.

Rzeszów, .....

.....

Signature of the doctoral  
student



*Annex No. 16 to the Regulations on benefits for students of  
Rzeszów University of Technology dated 17 July 2019.*

.....

(name and surname)

.....

(field of study)

.....

(registered address (street, house number, apartment number)

.....

(postal code, town, province)

**Rector of the Rzeszów  
University of Technology**

**Application for a place in a student residence**

**person admitted to the first year of study<sup>\*)</sup> for the academic year 20..../20....**

**Distance and income:**

The distance from your permanent place of residence to Rzeszów is: **xxxx km**

My family consisting of the following persons achieved in 20..... a monthly income  
per person in the family of: **xxxx,xx PLN** \*\*

**Family members :**

	Surname and first name	Date of birth	Degree of relationship	Place of employment/education (possibly: pensioner, unemployed, self-employed, alimony, other sources of income)
			applicant	

### STATEMENT

Aware of the criminal responsibility for providing false data, including disciplinary responsibility up to expulsion from the University, I declare that the information provided in the application for a place in DS concerning income and address of residence, as well as the documents attached to the application, are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

I declare that the address given in the application is the address of permanent residence.

Rzeszów, ..... ..

(signature of the person submitting the application)

\*) A place in the PRz student dormitory is granted on the basis of the Rzeszów University of Technology Student Benefits Regulations of 17 July 2019, as amended,

available on the University's website at:

[https://w.prz.edu.pl/studenci\\_menu/zakwaterowanie-w-domach-studenckich-prz](https://w.prz.edu.pl/studenci_menu/zakwaterowanie-w-domach-studenckich-prz)

\*\* ) Net income should be calculated in accordance with the rules set out in the Rzeszów University of Technology Student Benefits Regulations of 17 July 2019, as amended, available on the University's website at:

[https://w.prz.edu.pl/studenci\\_menu/swiadczenia-dla-studentow/regulamin-swadczen-dla-studentow-politechniki-rzeszowskiej](https://w.prz.edu.pl/studenci_menu/swiadczenia-dla-studentow/regulamin-swadczen-dla-studentow-politechniki-rzeszowskiej)

**Decision on awarding/not awarding a place in a student dormitory at the Rzeszów University of Technology for the academic year 20.../20....**

Granted a place in the student residence

.....

A place in the student residence was not granted due to:

.....

.....

.....

Rzeszów, .....20.... r . .....

(signature and stamp of the Rector)

*Annex No. 17 to the Regulations on benefits for students of  
Rzeszów University of Technology dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**University Committee for Student Residences  
Rzeszów University of Technology**

**Application for a place in a student residence**

**in the academic year 20xx/xx**

Pursuant to § 41-53 of the Regulations on Student Benefits of the Rzeszów University of Technology dated 17 July 2019, I kindly request a place in one of the student residences listed below.

**Distance and income:**

The distance from your permanent place of residence to Rzeszów is: **xxxx km**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**List of preferred student residences:**

1. ....

2. ....

**Number of points obtained: .....**

<b>Yes/No</b>	In case of lack of places in preferred DS I agree to a place in any DS
<b>Yes/No</b>	I am applying for a maintenance grant and I declare that I am submitting the grant application to the organisational unit which is in charge of student benefits, together with documents confirming the family income.

**Annexes: .....**

**STATEMENT**

I declare that the address given in the application is the address of permanent residence.

Aware of the criminal liability for providing false data, including disciplinary liability up to and including expulsion from the University, I declare that the information provided in the application for a place in DS concerning income and address of residence and the documents enclosed with the application are complete and correct.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Rzeszów, ..... ..

(student's signature)

I agree to the service of letters in the procedure for granting a place in the student residence hall by electronic means of communication within the meaning of Article 2, item 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address

..... \*\*)

Rzeszów, ..... ..

(student's signature)

\*) names used in the USOS system

\*\*) The electronic address is the email account on the server of Student Postal Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

*Annex No. 18 to the Regulations on benefits for students of  
Rzeszów University of Technology dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Rector of the Rzeszów University of Technology**

**Application for a place for a disabled person in a student residence in the  
academic year 20xx/xx**

Pursuant to § 41-53 of the Regulations on Student Benefits of the Rzeszów  
University of Technology dated 17 July 2019, as amended, I kindly request a place  
for a disabled person in a student residence.

**Disability information:**

Degree of disability: .....

Type of judgment: .....

Validity of the decision: .....

**Distance and income**

The distance from your permanent place of residence to Rzeszów is: **xxxx km**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Number of points obtained: .....**

**Appendices:**

1. **"Income Statement"** (signed scan of Income Statement generated from USOS web)

2. ....

**STATEMENT**

I declare that the address given in the application is the address of permanent residence.

Aware of the criminal liability for providing false data, including disciplinary liability up to and including expulsion from the University, I declare that the information provided in the application for a place in DS concerning income and address of residence and the documents enclosed with the application are complete and correct.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Rzeszów, ..... ..

(student's signature)

I agree to the service of letters in the procedure for granting a place in the student residence hall by electronic means of communication within the meaning of Article 2,



item 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344) and indicate the following electronic address

..... \*\*)

Rzeszów, .....

(student's signature)

\*) names used in the USOS system

\*\*) The electronic address is an email account on the server of Student Mail Accounts of Rzeszow University of Technology. An email account on the Rzeszów University of Technology Student Mail Accounts server is created and activated automatically for all students of Rzeszów University of Technology, in accordance with the Regulations for the use of Student Mail Accounts of Rzeszów University of Technology.

*Appendix No. 19 to the Regulations on benefits for students of  
Rzeszów University of Technology dated 17 July 2019.*

**Rzeszów, .....**

**name** .....

**direction (programme):** .....

**year/semester (stage):** .....

**level of study (type):** .....

**form of study (mode):** .....

**phone:** .....

**address:** .....

**Album no:** .....

**email: (d) nr\_albumu@stud.prz.edu.pl .....**

**application number .....**

**Rector of the Rzeszów University of Technology**

## **Application for a marriage room / room for mother or father**

**with a child in a student residence in the academic year 20xx/xx**

Pursuant to § 41-53 of the Regulations on Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended, I kindly request a marriage room/room for a mother or father with a child in the student residence.

### **Type of application:\*\*)**

- **application for a marriage room**

### **Spouse's data:**

name: .....

address of permanent residence: .....

e-mail address: .....

Telephone: .....

(to be selected: student/doctoral student/employed/unemployed ).....

study information: .....

### **Distance and income**

The distance from your permanent place of residence to Rzeszów is: **xxxx km**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Number of points obtained:** .....

### **Appendices:**

1. **"Statement of Income"** (a signed scan of the Statement of Income generated from USOSweb);
2. Scan of an abbreviated copy of the marriage certificate

- **request for a room for a mother or father with a child**

**Children's data:**

name of child: .....date of birth of child:

.....

**Distance and income**

The distance from your permanent place of residence to Rzeszów is: **xxxx km**

The amount of monthly income per person in my family is: **xxx.xx PLN**

**Number of points obtained:** .....

**Appendices:**

1. **"Statement of Income"** (a signed scan of the Statement of Income generated from USOSweb);
2. Scan of an abbreviated copy of the child's birth certificate

**STATEMENT**

I declare that the address given in the application is the address of permanent residence.

Aware of the criminal responsibility for providing false data, including disciplinary responsibility up to expulsion from the University, I declare that the information provided in the application for a place in DS concerning income and address of residence, as well as the documents attached to the application, are complete and in accordance with the facts.

I declare that I have familiarised myself with the current Regulations for Student Benefits of the Rzeszów University of Technology dated 17 July 2019, as amended.

Rzeszów, .....

(student's signature)

I consent to the service of letters in the proceedings for the award of a place in the student residence hall by electronic means of communication within the meaning of Article 2, point 5 of the Act of 18 July 2002 on the provision of services by electronic means (i.e. Journal of Laws of 2020, item 344 ) and indicate the following electronic address ..... \*\*\*)

Rzeszów, .....  
(student's signature)

*Annex No. 20 to the Regulations on benefits for students of  
Rzeszów University of Technology dated 17 July 2019.*

.....

( name of applicant)

.....

(place and date)

.....

(pesel)

.....

(address of permanent residence)

Tax Office No. ....

in .....

.....

(name of branch/address)

## APPLICATION

I am applying for a certificate of:

1. **Income subject to personal income tax under the rules set out in Article 27, Article 30b, Article 30c, Article 30e and Article 30f of the Personal Income Tax Act of 26 July 1991 in the tax year ....., including information on the amount:**
  - 1) income (income less deductible costs, net of social and health insurance contributions and net of income tax payable);
  - 2) tax due;
  - 3) social security contributions deducted from income;
  - 4) the amount received pursuant to Article 27f(8) to (10) of the Personal Income Tax Act of 26 July 1991 during the tax year.
2. Income free of income tax under Article 21(1)(148) of the Personal Income Tax Act of 26 July 1991, less social security and health insurance contributions.

.....

(signature of the applicant)

.....

(name of student making the statement)

**DECLARATION BY THE STUDENT ABOUT THE INCOME OF THE STUDENT AND  
FAMILY MEMBERS OTHER THAN THE INCOME SUBJECT TO PERSONAL INCOME  
TAX PURSUANT TO ART. 27, ART. 30B, ART. 30C, ART. 30E and ART. 30 F OF THE  
PERSONAL INCOME TAX ACT\*) OBTAINED IN THE CALENDAR YEAR PRECEDING  
THE ACADEMIC YEAR IN WHICH THE RIGHT TO A MAINTENANCE GRANT IS  
BEING ESTABLISHED.**

I declare that during the calendar year ..... the following persons (please provide  
the data of the family member to whom the declaration applies, including name and  
surname, degree of relationship):

1.....(student) 2.....

3.....

4.....

5. .... 6.....

**Achieved a total income of ..... PLN .... gr, including on account of:**

- of an agricultural holding\*\*) in the amount of ..... PLN ..... gr (area of the  
holding in physical ha ..... and conversion ha..... );
- sickness benefits as defined in the regulations on social insurance of farmers (from  
KRUS)/in the regulations on social insurance system (from ZUS) in the amount of\*\*\*)  
..... PLN ..... gr;
- child support/alimony advance/monetary allowance paid in case of ineffective



enforcement of alimony<sup>\*\*\*)</sup> in the amount of ..... PLN ..... gr;

- amounts received pursuant to Article 27f (8) to (10) of the Personal Income Tax Act<sup>\*)</sup> (i.e. the amount of the refund of the unused child tax credit shown in the certificate from the Tax Office) in the amount of ..... PLN ..... gr;
- parental benefit in the amount of ..... PLN ..... gr;
- income earned abroad in the Republic of Poland<sup>\*\*\*\*)</sup> in the amount of ..... PLN..... gr;
- a doctoral scholarship as stipulated: in Article 200 of the Act– Law on Higher Education<sup>\*\*\*\*\*)</sup>/ in Article 209(1) and (7) of the Act– Law on Higher Education and Science<sup>\*\*\*\*\*)</sup> in the amount of ..... PLN ..... gr;
- a scholarship for the unemployed financed by the European Union in the amount of ..... PLN ..... gr;
- other: ..... in the amount of ..... PLN ..... gr;
- other: ..... in the amount of ..... PLN ..... gr

**I declare that I am aware<sup>\*\*\*)</sup> of the criminal liability for making a false declaration.**

.....

*(place, date)*

.....

*(signature of the student making the statement)*

<sup>\*)</sup> the Act of 26 July 1991 on Personal Income Tax (i.e. Journal of Laws 2018, item 1509, as amended).

<sup>\*\*)</sup> the average number of converted hectares in the calendar year preceding the academic year in which the right to a maintenance grant is awarded, multiplied by the amount of monthly income from 1 converted hectare as published by the President of the Central

Statistical Office (GUS), multiplied by the number of months

\*\*\*) delete as appropriate

\*\*\*\*) income is to be determined in accordance with § 10 of Appendix 3 to the Regulations.

\*\*\*\*\*) Act of 27 July 2005. – Law on Higher Education (i.e. Journal of Laws of 2017, item 2183 as amended).

\*\*\*\*\*) Act of 20 July 2018. – Law on higher education and science (Journal of Laws of 2018, item 1668 as amended).

### **Advice**

The declaration includes the following income other than income subject to personal income tax under the rules set out

in Article 27, Article 30b, Article 30c, Article 30e and Article 30f of the Personal Income Tax Act\*) listed in Article 3(1)(c) of the

Family Benefits Act of 28 November 2003

), taking into account Article 88(1)(2) of the Act of 20 July 2018. – Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended):

- pensions as defined in the provisions on provision for war and military invalids and their families,
- pensions paid to repressed persons and members of their families, granted under the terms of the provisions on provision for war and military invalids and their families,
- monetary allowance, compensation allowance and energy lump sum, as defined in the regulations on the monetary allowance and entitlements of soldiers of alternative military service forcibly employed in coal mines, quarries, and uranium plants and construction battalions,
- veteran's allowance, energy lump sum and compensation allowance as defined in the legislation on veterans and certain persons who are victims of war and post-war repressions,
- a cash benefit as defined in the provisions on cash benefits for persons deported to forced labour and imprisoned in labour camps by the Third German Reich or the Union of Soviet Socialist Republics,

- energy lump sum, pensions and annuities received by persons who lost their sight as a result of warfare between 1939 and 1945 or the explosion of unexploded bombs and unexploded ordnance left over from that war,
- Invalidity pensions *for war invalidity*, amounts of provisions received by war victims and their family members, accident pensions of persons whose invalidity arose in connection with their forced stay in forced labour in the Third German Reich from 1939 to 1945, received from abroad,
- sickness benefits as defined in the provisions on social insurance of farmers and in the provisions on the social insurance system,
- non-repayable foreign assistance funds received from foreign governments, international organisations or international financial institutions, coming from non-repayable assistance funds granted on the basis of a unilateral declaration or agreements concluded with these countries, organisations or institutions by the Council of Ministers, a competent minister or government agencies, including also in cases when the transfer of these funds is made through an entity authorised to distribute non-repayable foreign assistance funds to entities which are to receive such assistance,
- dues from the employment relationship or from the scholarship of natural persons residing in the territory of the Republic of Poland, staying temporarily abroad– in the amount corresponding to the equivalent of per diems for business trips abroad, established for employees employed in state or local government units of the budgetary sphere pursuant to the Act of 26 June 1974. - Labour Code (i.e. Journal of Laws of 2019, item 1040, as amended),
- monetary dues paid to police officers, soldiers, customs officers and employees of military units and police units deployed abroad to participate in an armed conflict or strengthen the forces of the state or allied countries, peacekeeping mission, action to prevent acts of terrorism or their consequences, as well as monetary dues paid to soldiers, police officers, customs officers and employees serving as observers in peacekeeping missions of international organisations and multinational forces,
- monetary dues from the service relationship received during candidate service by officers of the Police, the State Fire Service, the Border Guard, the Government Protection Bureau and the Prison Service, calculated for the period in which these persons received income,

- income of members of agricultural production cooperatives from membership in an agricultural production cooperative, less social security contributions,
- child maintenance,
- Doctoral scholarships awarded pursuant to Article 209(1) and (7) of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), sports scholarships awarded on the basis of the Sports Act of 25 June 2010 (i.e. Journal of Laws of 2018, item 1263 as amended) and other scholarships of a social character awarded to **pupils** (**excluding material assistance benefits** received by pupils under the provisions of the educational system) or **students** (**excluding benefits** referred to in Article 86, paragraph 1, Article 359, paragraph 1 and Article 420, paragraph 1 of the Act, listed in § 11 of Annex 3 to the Regulations),
- Doctoral scholarships awarded on the basis of Article 200 of the Act of 27 July 2005. - Law on Higher Education (i.e. Journal of Laws 2017, item 2183, as amended),
- amounts of allowances not subject to personal income tax received by persons performing social and civic duties,
- monetary dues received from the rental of guest rooms in residential buildings located in rural areas on the farm to persons on holiday and obtained from the catering of these persons,
- allowances for secret teaching as defined in the Act of 26 January 1982. - Teachers' Charter (i.e. Journal of Laws of 2018, item 967, as amended),
- income earned from business activities conducted under a permit in a special economic zone as defined in the provisions on special economic zones,
- cash equivalents for coal allowances as defined in the regulations on commercialisation, restructuring and privatisation of the state enterprise "Polskie Koleje Państwowe",
- equivalents in respect of the right to free coal as defined in the regulations on the restructuring of the hard coal mining industry for the years 2003-2006,
- benefits laid down in the provisions on the exercise of the mandate of a member of parliament and senator,
- income received from the agricultural holding,

- income earned abroad in the Republic of Poland, less, respectively, income tax and compulsory social security and compulsory health insurance contributions paid abroad in the Republic of Poland,
- annuities as defined in the regulations on support for rural development from the funds originating from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund and in the regulations on support for rural development with the participation of the European Agricultural Fund for Rural Development (so-called structural annuities),
- alimony advance as defined in the provisions on proceedings against alimony debtors and alimony advance,
- cash benefits paid in the event of ineffective enforcement of maintenance,
- amounts received pursuant to Article 27f(8) to (10) of the Personal Income Tax Act of 26 July 1991,
- monetary benefit specified in the Act of 20 March 2015 on anti-communist opposition activists and persons repressed for political reasons (i.e. Journal of Laws of 2018, item 690, as amended),
- parental benefit,
- maternity allowance as referred to in the legislation on social insurance for farmers,
- scholarships for the unemployed funded by the European Union or the Labour Fund, regardless of the entity that pays them,
- income tax-free income pursuant to Article 21(1)(148) of the Personal Income Tax Act of 26 July 1991, less social security and health insurance contributions,
- revenue free from income tax under Article 21(1)(152)(a), (b) and (d) and Article 21(1)(153)(a), (b) and (d) of the Personal Income Tax Act of 26 July 1991, and Article 21(1)(154) of that Act with respect to revenue from a service relationship, employment relationship, contract work, co-operative employment relationship, from mandate contracts referred to in Art. 13 point 8 of the Act of 26 July 1991 on Income Tax on Natural Persons, maternity benefit referred to in the Act of 25 June 1999 on Monetary Benefits from Social

Insurance in Case of Sickness and Maternity, less social insurance contributions and health insurance contributions,

– income tax-free income pursuant to Article 21(1)(152)(c), (153)(c) and (154) of the Personal Income Tax Act of 26 July 1991 from non-agricultural business activity taxed pursuant to the principles set out in Article 27 and Article 30c of that Act, less social security and health insurance contributions,

– income from non-agricultural business activity taxed as a lump sum on registered income, referred to in Article 21(1)(152)(c), (153)(c) and (154) of the Personal Income Tax Act of 26 July 1991, determined in accordance with Article 5(7a).".

**I declare that I have read<sup>\*\*\*</sup>) the above instructions.**

.....

(Place, date and signature of the student making the declaration)

**A STATEMENT OF THE AMOUNT OF HEALTH INSURANCE CONTRIBUTIONS IN THE  
CALENDAR YEAR PRECEDING THE ACADEMIC YEAR,  
IN WHICH THE RIGHT TO A MAINTENANCE GRANT IS ESTABLISHED**

I declare that in the calendar year ..... the amount of contribution for health insurance was ..... zł ..... gr.

**I declare that I am aware<sup>\*)</sup> of the criminal liability for making a false declaration.**

..... (place, date)  
(signature of the family member making the declaration )

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<sup>\*)</sup> delete as appropriate

**STATEMENT ON THE FAMILY AND FINANCIAL SITUATION OF A STUDENT OF  
UKRAINIAN CITIZENSHIP ENTITLED TO APPLY FOR A SOCIAL WELFARE GRANT  
AT THE RZESZOW POLYTECHNIC UNIVERSITY OF TECHNOLOGY\***

**You**

.....

course: .....

year of study: ....., semester: .....

mode of study: .....

type: .....

Album number: .....

address: .....,

.....



I declare that my family consists of the following persons living in a common household:

Lp.	Degree of relationship	Date of birth	Related	Main activity
1.			APPLICANT	
2.				
3.				
4.				
5.				
6.				
7.				

Income of family members:

1. .... [applicant].

Net income from:	Annual:	Monthly:
General:		
Untaxed:		

**2. ....[mother].**

Net income from:	Annual:	Monthly:
General:		
Untaxed:		

**3. ....[father].**

Net income from:	Annual:	Monthly:
General:		
Untaxed:		

**4. ....[siblings]**

Net income from:	Annual:	Monthly:
General:		
Untaxed:		

**5. ....[siblings]**

Net income from:	Annual:	Monthly:
General:		
Untaxed:		

**6. ....[siblings]**

Net income from:	Annual:	Monthly:
General:		
Untaxed:		

I declare that the monthly income per person in my family in the year 2021 was: ..... zł

I also declare that:

- ☐ \*\* I left Ukraine for Poland after arriving from Ukraine for the period from ..... to .....
- ☐ \*\* I did not **go** back to Ukraine after arriving in Poland from Ukraine.

Place and date .....

Legible signature.....

### STATEMENT

Warned of criminal liability for the offence specified in Article 286 of the Criminal Code (i.e. Journal of Laws of 2022, item 1138 ) - **"Whoever, in order to obtain financial gain, leads another person to a disadvantageous disposition of his/her own or another person's property by means of deception or exploitation of a mistake or incapacity to grasp the intended action, shall be subject to the penalty of deprivation of liberty for a term of between 6 months and 8 years"**. - and disciplinary liability under § 21(4) and (5) and § 23(3) of the Regulations on Student Benefits of Rzeszów University of Technology dated 17 July 2019, as amended, I declare that the data indicated above are true, including:

- my and my family's income is factually correct;
- the stated status of my family is current as at the date of application.

Place and date .....

Legible signature.....

\* Applies to a citizen of Ukraine whose stay in the territory of the Republic of Poland is recognised as legal pursuant to Article 2(1) of the Act of 12 March 2022 on Assistance to Citizens of Ukraine in Connection with Armed Conflict on the Territory of the State (i.e. Journal of Laws of 2022, item 583 as amended; hereinafter: on Assistance to Citizens of Ukraine in Connection with Armed Conflict on the Territory of the State ). According to Article 2(1) of the aforementioned Act: " If a citizen of Ukraine referred to in Article 1, paragraph 1, has arrived legally on the territory of the Republic of Poland in the period from 24 February 2022 until the date specified in the provisions issued on the basis of paragraph 4 and declares his/her intention to stay on the territory of the Republic of Poland, his/her stay on the territory of the Republic of Poland shall be considered legal for a period of 18 months counting from 24 February 2022. For the determination of the period of stay considered legal, Article 57 § 3 of the Act of 14 June 1960 shall apply. - Code of Administrative Procedure (Journal of Laws of 2021, item 735, 1491 and 2052). The stay of a child born on the territory of the Republic of Poland by a mother who is a person referred to in the first sentence shall also be considered legal during the period concerning the mother."

Pursuant to Article 1(1) of the Act on Assistance to Citizens of Ukraine in Connection with the Armed Conflict on the Territory of that State, "The Act sets out specific rules for legalising the stay of citizens of Ukraine who arrived on the territory of the Republic of Poland from the territory of Ukraine in connection with the hostilities conducted on the territory of that country, and citizens of Ukraine holding the Card of the Pole who, together with their immediate family, arrived on the territory of the Republic of Poland because of those hostilities."

However, according to Article 41(10) of the Act on Assistance to Citizens of Ukraine in Connection with the Armed Conflict on the Territory of Ukraine, "A citizen of Ukraine, whose stay in the territory of the Republic of Poland is recognised as legal on the basis of Article 2(1), who is a student, may apply for a social grant referred to in Article 86(1)(1) of the Act of 20 July 2018. - Law on Higher Education and Science, and for a student loan referred to in Article 98(1) of that Law."

In turn, Article 41(11) of the Law on Assistance to Citizens of Ukraine in Connection with the Armed Conflict on the Territory of Ukraine stipulates that "A citizen of Ukraine referred to in paragraph 10 who applies for a social grant or a student loan shall submit a statement on his/her family and financial situation."

\*\* tick as appropriate

Pursuant to Article 11(2) of the Law on Assistance to Citizens of Ukraine in Connection with the Armed Conflict on the Territory of Ukraine, "The departure of a citizen of Ukraine from the territory of the Republic of Poland for a period exceeding 1 month deprives him/her of the entitlement referred to in Article 2(1)."

### **Explanations**

**Family** refers to the following members:

1. student;
2. the student's spouse;
3. the student's parents, legal guardians or de facto guardians; 4. the student's dependent children referred to in points 1 to 3, under-age children, children studying up to the age of 26 and, if the age of 26 falls in the final year of study, up to the completion of their studies, and disabled children regardless of age.

The amount of **monthly income** per person in the student's family is calculated by adding up the annual income of the student and the student's family and then dividing it by the number of months in the calendar year (monthly family income) and the number of persons in the student's family (monthly income per family member).

In the case of **income derived from an agricultural holding**, it is assumed that 1 ha of conversion area yields a monthly income of 1/12th of the income announced annually, by way of an announcement, by the President of the Central Statistical Office (<http://www.stat.gov.pl>) pursuant to Article 18 of the Agricultural Tax Act.