

ORDINANCE No. 196/2023
of the Rector of the University of Wrocław
of 25 August 2023

on the introduction of the Rules and Regulations on the provision of financial support for students of the University of Wrocław

Pursuant to Article 23, sections 1 and 2, Article 86 and Article 95 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2023, item 742, as amended), it is hereby resolved as stated:

§ 1. The Rules and Regulations on the provision of financial support for the students of the University of Wrocław, constituting the appendix to this Ordinance, are introduced from 1 October 2023.

§ 2. The supervision of the performance of this Ordinance is entrusted to the Vice-Rector for Student Affairs.

§ 3. As of 1 October 2023 the following shall be repealed:

- 1) Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019 on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław
- 2) Ordinance No. 100/2019 of the Rector of the University of Wrocław of 19 July 2019, amending the Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019, on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław;
- 3) Ordinance No. 7/2021 of the Rector of the University of Wrocław of 12 January 2021, amending the Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019, on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław;
- 4) Ordinance No. 112/2021 of the Rector of the University of Wrocław of 14 July 2021, amending the Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019, on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław;
- 5) Ordinance No. 22/2022 of the Rector of the University of Wrocław of 28 January 2022, amending the Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019, on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław;
- 6) Ordinance No. 169/2022 of the Rector of the University of Wrocław of 14 July 2022, amending the Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019, on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław.
- 7) Ordinance No. 14/2023 of the Rector of the University of Wrocław of 23 January 2023, amending the Ordinance No. 86/2019 of the Rector of the University of Wrocław of 11 June 2019, on the introduction of the Rules and Regulations on the provision of financial support for the students of the University of Wrocław.

§ 4. The Ordinance enters into force on the day of signature, with effect from 1 October 2019.

prof. dr hab. Robert Olkiewicz
R E C T O R

**RULES AND REGULATIONS
ON THE PROVISION OF FINANCIAL SUPPORT FOR THE STUDENTS OF THE
UNIVERSITY OF WROCLAW**

I. General provisions

§ 1

1. 1. Financial aid for the students shall be granted from the scholarship fund referred to in Article 412 of the act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended).
2. The Rector, in agreement with the Student Self-Government, shall divide the subsidy into individual grants for the students.
3. The subsidy referred to in section 2 assigned in a given year for the Rector's scholarships constitutes no more than 60% of funds spent in total on the Rector's scholarships, need-based grants, and special assistance grants.

§ 2

1. A student may apply for:
 - 1) a need-based grant;
 - 2) a scholarship for students with disabilities;
 - 3) a special assistance grant;
 - 4) the Rector's scholarship.
2. Granting the aid referred to in section 1 items 1-4 and its refusal are done by way of an administrative decision.
3. The aid referred to in section 1 items 1-4 is granted upon a motivated request of the student. The templates of the applications can be accessed via the USOS system.
4. If the circumstances of the case that affect the determination of the eligibility for aid referred to in section 1 items 1-4 need to be supported by a document other than the ones listed in these Rules and Regulations, an entity determining the income of the student's family and providing the aid may notify the student of the need to present explanations or submit necessary documents within a specified time, no later than 14 days from the date of the receipt of the notification. Failure to provide explanations or submit the necessary documents within the deadline may result in the aid being refused.
5. A student applying for aid referred to section 1 items 1-4 submits necessary original copies of the documents or their certified copies. A copy of a document necessary to determine the eligibility for aid and its payment may be certified by a member of the University staff, a notary, or the institution which issued said document.

§ 3

1. Foreigners taking up and pursuing studies in Poland have the right to apply for a need-based grant if:
 - 1) are citizens of a member state of the European Union, the Swiss Confederation or a member state of the European Agreement on Free Trade (EFTA) - a party to the agreement on the European Economic Area and their family members, residing in the territory of the Republic of Poland and meet one of the conditions listed below:
 - a) are self-employed or an employee, as referred to in Article 2(5) and (7) of the Act of 14 July 2006 on entry into, residence in and departure from the territory of the Republic of Poland of nationals of the Member States of the

- European Union and members of their families (Journal of Laws 2021, item 1697),
- b) retain the right of residence in the cases referred to in Article 17 of the Act referred to in letter a,
 - c) have the right of permanent residence - and members of his family, living in the territory of the Republic of Poland;
- 2) are citizens 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 , 31.01.2020, p. 7, as amended), and members of his or her family, residing in the territory of the Republic of Poland and meeting one of the following conditions:
 - a) are self-employed or an employee, as referred to in Article 2(5) and (7) of the Act of 14 July 2006 on entry into, residence in and departure from the territory of the Republic of Poland of nationals of the Member States of the European Union and members of their families (Journal of Laws 2021, item 1697),
 - b) retain the right of residence in the cases referred to in Article 17 of the Act referred to in letter a,
 - c) have the right of permanent residence - and members of his family, living in the territory of the Republic of Poland;
 - 3) have a permanent residence permit or are long-term residents of the EU,
 - 4) have a temporary residence permit due to the circumstances referred to in Article 159(1) or Article 186(1)(3) or (4) of the Law on Foreigners,
 - 5) have refugee status granted in the Republic of Poland or enjoy temporary protection or subsidiary protection in the territory of the Republic of Poland, have a certificate certifying knowledge of Polish as a foreign language at least at the C1 language proficiency level,
 - 6) have a Card of the Pole or a decision on the determination of Polish origin,
 - 7) are the spouse, ascendant or descendant of a citizen of the Republic of Poland living in the territory of the Republic of Poland.
2. All foreign students who have taken up their education starting from the 2019-2020 academic year are eligible to apply:
 - 1) the Rector's scholarship,
 - 2) scholarship for students with disabilities,
 - 3) a special assistance grant.

§ 4

1. The aid referred to in § 2 section 1 items 1-3 is granted upon a written request of the student by the Dean/Vice-Dean acting upon the authorisation of the Rector.
2. The Vice-Rector for Student Affairs acting upon the authorisation of the Rector grants the aid referred to in § 2 section 1 item 4 and examines applications for reconsideration related to granting the aid referred to in § 2.
3. Regarding the decision of the Dean/Vice-Dean to grant or refuse the aid referred to in section 1 and the decision of the Vice-Rector for Student Affairs to grant or refuse the scholarship of the Rector, a student may:
 - 1) apply to the Rector for reconsideration. The application shall be submitted to the dean's office within 14 days from the date the decision in question was delivered. The student may lodge a complaint against the Rector's decision with a competent Provincial Administrative Court. The complaint shall be submitted to the dean's office within 30 days of receipt of the decision;
 - 2) complaint to the Provincial Administrative Court without the need to apply to the Rector for reconsideration. The complaint shall be submitted to the dean's office within 30 days of receipt of the decision;

4. If the student has submitted a request for reconsideration, the dean's office is obliged to pass the request along with accompanying documents to the Department of Student Affairs without undue delay. The documentation shall include the decision which the student requests to be reconsidered along with a set of documents on the basis of which the decision was made, and an opinion of the Dean/Vice-Dean regarding the charges raised by the applicant.

§ 5

1. Upon a written request of a faculty or the university body of the Student Self-Government the Rector delegates powers to grant the aid referred to in § 2 section 1 items 1- 4 to the Faculty Scholarship Committee and to examine appeals – to the Scholarship Appeal Committee.
2. The Faculty Scholarship Committee is appointed by the dean/pro-dean from among students delegated by the faculty body of the Student Self-Government and faculty members, while the Scholarship Appeal Committee is appointed by the Vice-Rector for Student Affairs from among students delegated by the University's Student Self-Government body and University employees. Students make up the majority of the aforementioned committees. Members of the Faculty Scholarship Committees may not be members of the Scholarship Appeals Committee.
3. The Faculty Scholarship Committee and the Scholarship Appeal Committee are appointed for a period of one academic year.
4. The chairperson and the deputy chairperson of the Scholarship Appeal Committee are appointed by the Vice-Rector for Student Affairs. The chairperson and the deputy chairperson of the Faculty Scholarship Committee are selected by the members of the Committee from among them by an absolute majority of the votes cast.
5. Decisions of the committees referred to in § 2 section 2 are made by a simple majority of votes with the participation of at least half of the members.
6. Decisions issued by the scholarship committees referred to in § 2 section 2 are signed by the chairperson of the committee or the deputy chairperson acting upon his or her authorisation.
7. A record shall be taken for each meeting of a scholarship committee.
8. A student may appeal against decisions of the committees referred to in § 2 section 2 to the Scholarship Appeal Committee within 14 days from the date the decision in question was delivered.
9. The faculty scholarship committees are obliged to send the appeal to the Scholarship Appeal Committee without delay, no later than within 7 days, along with a set of documents on the basis of which the decision was made, and a written opinion of the body referring the matter.
10. A student may lodge a complaint against the decision of the Scholarship Appeal Committee with a competent Provincial Administrative Court. The complaint shall be submitted to the dean's office within 30 days from the date the decision in question was delivered.
11. In justified cases, the Vice-Rector for Student Affairs, after consultation with the faculty or university Student Self-Government body, may dismiss the committee or its member.
12. The Vice-Rector for Student Affairs, acting upon the authorisation of the Rector, repeals the decision of the Faculty Scholarship Committee or the Scholarship Appeal Committee made in contravention of the law by way of an administrative decision

§ 6

1. A student may receive the scholarships and grants referred to in § 2 section 1 items 1, 2 and 4 in a given academic year for 9 months, that is from October to June (or to February, if the last year of studies, in accordance with the plan of studies, lasts one semester).

2. The scholarships and grants referred to in § 2 section 1 items 1 and 2 are paid monthly by a bank transfer into the bank account specified by the student, and the scholarships and grants for October may be paid no later than in November.
3. The Rector's scholarships are paid monthly by a bank transfer into the bank account specified by the student, starting from November with an appropriate compensation for October or starting from April with an appropriate compensation for March (if the studies in a given field commence in the summer semester).
4. The scholarships and grants are paid by the 25th day of a given month at the latest.

§ 7

1. The benefits referred to in § 2 section 1 apply to first-cycle, second-cycle and long-cycle programmes.
2. A student pursuing simultaneously several degree programmes at the University of Wrocław may apply for the benefits referred to in § 2 section 1 only with respect to one selected programme.
3. The benefits referred to in § 2 section 1 do not apply to a student holding a professional title of:
 - 1) master's degree, master of engineering or equivalent;
 - 2) bachelor's degree, engineer's degree or equivalent if the student takes up first-cycle studies once again.
4. The total duration of the benefits referred to in § 2 section 1 shall be 12 semesters, regardless of whether the student has received them, with the proviso that within this period, the benefits are due for:
 - 1) first-cycle - no longer than 9 semesters;
 - 2) second-cycle - no longer than 7 semesters.
5. The total duration of the benefits, referred to in section 4, shall be extended by 2 semesters in case of where a student has taken up long-cycle programme whose duration as specified by the law shall be 11 or 12 semesters.
6. The period referred to in sections 4 and 5 shall include all semesters begun by a student's as referred to in section 1, including semesters which occur during the period of leave referred to in Article 85 section 1 item 3 of the act on Higher Education and Science, except for semesters in a subsequent first-cycle studies commenced or continued after the obtaining the first bachelor's, engineer's or equivalent professional title. In the case of studying on several faculties, semesters taken concurrently shall be treated as one semester.
7. If disability occurred during studies or after the award of a degree, the student may be granted a scholarship for persons with disabilities for an additional duration of 12 semesters. The provisions of sections 4 and 6 shall apply respectively.
8. The provisions of sections 1 to 7 shall apply respectively to students who have studied or obtained their degrees abroad.

§ 8

1. The decision granting the aid referred to in § 2 section 1 items 1, 2 and 4 expires on the last day of the month in which the student:
 - 1) has lost the right to receive the aid due to the award of a degree referred to in § 7 sections 3 and 8;
 - 2) has been removed from the list of the students of the degree programme in which the student received financial support.
2. A student applying for the aid referred to in § 2 section 1 items 1 or receiving such aid shall without undue delay notify the University of circumstances resulting in the loss of the student's right to receive the aid pursuant to § 7 sections 3-8.
3. Benefits received as a result of providing false information or a student's false statement shall be subject to reimbursement under the pain of disciplinary action.

II . A need-based grant

§ 9

1. A student in a difficult financial situation whose family income per person does not exceed the amount referred to in § 11 may receive a need-based grant.
2. A need-based grant is granted from the month in which a complete application was submitted to the dean's office or in which missing documents were delivered, if the complete application or the missing documents were submitted by the 5th day of a given month. If the complete application or the missing documents were submitted after the 5th day of a given month, the need-based grant is awarded from the following month, subject to sections 3 and 4.
3. A need-based grant may be granted from the month in which a complete application was submitted to the dean's office or missing documents were delivered if, for reasons attributable to the University (e.g. failure to assign a Student Record Book number), the student could not log into the USOS system in time that would allow him or her to submit appropriate documents by the 5th day of a given month or if the missing document is a current certificate on income and material status of the student and his or her family issued by a social welfare centre.
4. A need-based grant may be awarded with a compensation for preceding months if the student submitted a complete application by the 5th day of a given month, and the missing document is only a current certificate referred to in § 15 section 1 from a social welfare centre.

§ 10

1. In particularly justified cases, a student of a full-time degree programme may receive an increased need-based grant. The particularly justified cases include living in student house or a facility other than student house, if the student's everyday commute from the place of permanent residence to the University of Wrocław would prevent or significantly complicate pursuing his or her degree.
2. A foreigner living in student house or a facility other than student house who meets the criteria specified in § 3 section 1 and does not have a permanent residence address in Poland may apply for an increased need-based grant if the members of his or her family included in the application (parents, legal/actual guardians or a spouse) permanently reside outside Poland.
3. A student applying for an increased need-based grant who lives in a facility other than student house submits the application along with a certificate of residence issued by the administration of a given facility or a copy of a lease (sublease, loan for use) agreement, whose conformity with the presented original copy is certified by an administrative employee of the dean's office. The loan for use agreement may be a basis for awarding an increased need-based grant on the condition that it unambiguously proves that the student covers the cost of the maintenance of the premises.
4. A student applying for an increased need-based grant who lives in student house submits the application with a declaration on student house at the student house certified by the administration of the student house.
5. A student applying for an increased need-based grant who has been given permission to complete a part of the curriculum abroad (e.g., under ERASMUS+) submits the application with a copy of the mobility agreement or other document certifying the mobility along with a declaration on the place of residence during his or her stay abroad.
6. An increased need-based grant is given for full months of accommodation in student house or a facility other than student house in accordance with a declaration or a certificate of residence or a lease (sublease, loan for use) agreement provided by the student – on the condition that the student resided in the specified facility for at least 20 days in a given month.

7. A student receiving an increased need-based grant is obliged to notify the University, within 7 days of the event, under pain of disciplinary action and reimbursement of the funds received, of a change of a place of residence and to submit new documents that constitute the basis for the continuation of the payment of the grant, or of a cancellation of accommodation in student house or a facility other than student house. A sum calculated as the difference between the amount of the increased need-based grant and the amount of the payable need-based grant without its increase, subject to section 8, shall be reimbursed for the entire month.
8. The Dean/Vice-Dean may decide to withdraw from the execution of the reimbursement of the sum referred to in section 7, on the condition that the change of a place of residence and the submission of the new documents constitute the basis for the continuation of the payment of the grant, and the student has lived in the facilities indicated in the documents for at least 20 days in total in a given month.
9. If the place of residence has been changed to one from which the commute to the University is possible or does not significantly complicate pursuing the studies, the student is obliged to reimburse the benefits received after the day the change occurred. A sum calculated as the difference between the amount of the increased need-based grant and the amount of the payable need-based grant without its increase shall be reimbursed, starting from the month following the date on which the change of a place of residence occurred.

§ 11

The amount of the income referred to in section 1 cannot be lower than 1,6 of the sum referred to in Article 5 section 1 and Article 6 section 2 item 3 of the act of 28 November 2003 *on family benefits*.

§ 12

1. When determining the income allowing a student to apply for a need-based grant, the income of the following persons shall be taken into account:
 - 1) the student,
 - 2) the student's spouse,
 - 3) the student's parents, student's legal or actual guardians,
 - 4) dependents of the persons referred to in items 1-3: minors, children pursuing education aged up to 26 years, and if the 26th year of age falls in the last year of studies, until graduation, and children with disabilities without any age limit.
2. A monthly sum of the income per person in a student's family allowing to apply for a need-based grant is determined on principles specified in the act of 28 November 2003 *on family benefits*, provided that the following are not included in the income:
 - 1) benefits referred to in Article 86 section 1, Article 359 section 1 and Article 420 section 1 of the act *Law on Higher Education and Science*;
 - 2) scholarships and grants received by pupils, students, and PhD students under:
 - a) structural funds of the European Union,
 - b) non-reimbursable funds from assistance provided by member states of the European Free Trade Agreement (EFTA),
 - c) international agreements or implementation programs drawn up to these agreements or international scholarship programs;
 - 3) need-based benefits for pupils, received on the basis of the provisions on the educational system;
 - 4) maintenance grants awarded by the entities referred to in Article 21 section 1 item 40b of the act of 26 July 1991 *on personal income tax* (Journal of Laws of 2018, item 1509, as amended).

§ 13

1. A student who does not form a joint household with any of his or her parents or legal or actual guardians may apply for a need-based grant without the need to present the income earned by these persons and their dependent minors, children pursuing education aged up to 26 years, and if the 26th year of age falls in the last year of studies, until graduation, and children with disabilities without any age limit, if the student meets one of the following criteria:
 - 1) has reached the age of 26,
 - 2) is married,
 - 3) has dependent children referred to in § 12 section 1 item 4
 - 4) has reached the age of majority in foster care,
 - 5) has a stable source of income and his or her average monthly income in the preceding fiscal year and in the current year in the months preceding the month when the application referred to in section 2 was submitted is greater or equal to 1,15 of the sum of the amounts specified in Article 5 section 1 and Article 6 section 2 item 3 of the act of 28 November 2003 *on family benefits*.
2. The student referred to above submits a declaration that he or she does not form a joint household with any of his or her parents or legal or actual guardians.

§ 14

1. The basis for determining the average income per person in the student's family is:
 - 1) declaration (in the application for a need-based grant) of the student on family members forming a joint household and living on joint income;
 - 2) documents that determine total family income, in particular:
 - a) certificates from the tax office on income subject to taxation in accordance with the rules set forth in Articles 27, 30b, 30c , 30e and 30f of the Act of July 26, 1991 *on Personal Income Tax*, earned in the calendar year preceding the benefit period,
 - b) certificate from a tax office on family members doing their accounts under the provisions on the lump-sum income tax on certain incomes earned by natural persons,
 - c) mandatory declarations on the income of family members,
 - d) certificate of a relevant municipal body or an order of payment on the size of agricultural holdings expressed in conversion hectares of general area in the calendar year preceding the benefit period,
 - e) documents that constitute the basis for taking into account lost or earned income or other documents necessary to correctly calculate the income of the student's family.
2. A detailed list of required documents is accessible via the USOS system and presented to students on the University's website.

§ 15

1. The Dean/Vice-Dean refuse to award a need-based grant to a student whose family's monthly income per person does not exceed the amount specified in Article 8 section 1 item 2 of the act of 12 March 2004 on social welfare, if the application for a need-based grant was not accompanied by a current certificate from a social welfare centre on income and material status of the student and his or her family.
2. In the case where a student referred to in section 1 or members of his or her family do not receive social assistance benefits, the dean/dean may award a social grant to that student if he/she has documented sources of family support.

§ 16

1. In the case of a determination of income from agricultural holdings, it is assumed that 1 conversion hectare brings a monthly income in the amount of 1/12 of the

income announced annually by the President of the Central Statistical Office pursuant to Article 18 of the act of 15 November 1984 *on agricultural tax*.

2. When determining the family income earned from agricultural holdings, agricultural areas that have been leased are incorporated into the area of the agricultural holding constituting the basis for calculating the amount of agricultural tax, except for:
 - 1) part or entirety of agricultural holdings belonging to the family that have been leased on the basis of a lease agreement concluded according to the provisions on social insurance for farmers,
 - 2) an agricultural holding contributed for use by an agricultural production cooperative,
 - 3) agricultural holdings leased in relation to collecting a disability allowance specified in the provisions on the support for rural development from the funds of the Guarantee Section of the European Guidance and Guarantee Fund and the provisions on the support for rural development from the funds of the European Agricultural Fund for Rural Development.
3. The agreement, referred to in section 2 item 1 pursuant to the provisions of the act on social insurance for farmers is a lease agreement concluded in a written form, 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 Fund on the granting of this annuity, the conclusion of which has been confirmed by the mayor, competent for the location of the subject of the lease, to a person who is not:
 - 1) the lessor's spouse,
 - 2) his or her descendant or step-child,
 - 3) spouse of the person referred to in item 2.
4. In the case of earning income from agricultural holdings and non-agricultural sources both incomes shall be aggregated.

§ 17

In the case of determining income from business activity subject to taxation on the basis of the provisions on the lump-sum income tax on certain incomes earned by natural persons in the year preceding the benefit period, a monthly income in the amount of 1/12 of the income announced annually by the competent minister for family matters in the Official Journal of the Republic of Poland Monitor Polski by 1 August of each year shall be adopted.

§ 18

1. A need-based grant shall be awarded for a semester, subject to sections 3 and 4 and § 9 sections 2-4.
2. After the winter semester has ended, a student receiving a need-based grant in that semester, in the case his or her situation remained unchanged, submits by 5 March an appropriate declaration posted in the USOS system to the dean's office, without the need to submit new documents.
3. A change in a student's material status caused by earning income or a reduction in the number of family members during the course of the semester in which the student has received a need-based grant is taken into account when his or her application for the aid for the next semester is considered. It does not include situations where earning income or a reduction in the number of the student's family members occurred starting with the month from which the student received a need-based grant or earlier (in which case, the student is obliged to present relevant documents in the dean's office as soon as possible).
4. In the case of the loss of income or an increase in the number of family members, the Dean/Vice-Dean may increase the amount of the awarded need-based grant. This increase shall occur starting with the month following the date on which the application to recognise income as lost along with a set of documents proving the loss of income and its amount was submitted or the date on which the application

to recognise a new family member was submitted, on condition that the University has appropriate funds for this purpose.

§ 19

1. The amount of a need-based grant is determined by the Vice-Rector for Student Affairs at the beginning of each semester, based on the sum of funds earmarked for this purpose, and announced to students via the University's website.
2. The amount of a need-based grant depends on income per person in the student's family, broken down into two income thresholds.
3. The amount of a need-based grant cannot be lower than 30% of the amount referred to in § 11 section 1.
4. The amount of an increased need-based grant cannot be lower than 60% of the amount referred to in § 11 section 1.

III. Scholarship for students with disabilities

§ 20

1. A student holding a certificate on disability, certificate on a degree of disability or the certificate referred to in Article 5 and Article 62 of the act of 27 August 1997 on *professional and social rehabilitation and employment of persons with disabilities* may receive a scholarship for students with disabilities.
2. The scholarship for students with disabilities is granted from the month in which a complete application or relevant missing documents were submitted to the dean's office by the 5th day of the month. If the complete application or missing documents were submitted to the dean's office after the 5th day of the month, a need-based grant and a scholarship for students with disabilities are awarded from the next month, subject to section 3.
3. The Dean/Vice-Dean may award a scholarship for students with disabilities from the month in which a complete application or relevant missing documents were submitted to the dean's office if for reasons attributable to the University (e.g., failure to assign a Student Record Book number) the student could not log into the USOS system in time that would allow him or her to submit appropriate documents by the 5th day of the month.
4. A scholarship for students with disabilities is granted for one academic year, except if the last year of studies, according to the plan of studies, lasts one semester, however, for no longer than the validity period of the certificate referred to in section 1. If the certificate on the disability of the student receiving the scholarship has expired during the course of the academic year, and the student has submitted within 7 days from the date of expiry an application to issue a new certificate and submitted the valid certificate within 10 working days from the day he or she received it – the student shall be compensated for the period that elapsed from the date of expiry of the previous certificate, on condition that the new certificate proves a continued disability.

§ 21

1. The amount of the scholarship for students with disabilities is determined by the Vice-Rector for Student Affairs at the beginning of each academic year, based on the sum of funds earmarked for this purpose, and announced to students via the University's website.
2. The amount of the scholarship for students with disabilities is determined by the degree of disability as specified in separate provisions.
3. The amount of the scholarship for students with disabilities cannot be lower than 30% of the amount referred to in § 11.

IV. Special assistance grant

§ 22

1. A student who is temporarily in a difficult financial situation can receive a special assistance grant.
2. The events which justify the application for a special assistance grant are in particular: death of a member of the immediate family, severe illness of the student or a member of his or her immediate family, natural disaster (e.g., fire, flood), theft, birth of a child, and other circumstances that left the student temporarily in difficult financial situation.
3. The event justifying the application for a special assistance grant must be supported by an appropriate document. In the case of applying due to a severe illness of the student or a member of his or her immediate family, the student is obliged to deliver a certificate issued by a medical professional specialising in a given field of medicine or other equivalent document.
4. A student can receive the grant referred to in section 1 at most two times in an academic year.
5. A student student can receive a special assistance grant only once for the same reason, except for a severe illness of the student or a member of his or her immediate family.
6. A special assistance grant for the birth of a child can be granted to a female student, whereas a male student can receive the grant if the child's mother is not a student (regardless of the university).
7. The amount of the grant depends on the student's situation.
8. The Vice-Rector for Student Affairs determines the minimum and maximum amount of the special assistance grant at the beginning of each semester, and announces it to students via the University's website.
9. The amount of the special assistance grant cannot be lower than 25% of the amount referred to in § 11 section 1.
10. In particularly justified circumstances the Dean/Vice-Dean may award a special assistance grant in the amount greater than the one referred to in section 8, with the approval of the Vice-Rector for Student Affairs.

V. Rector's scholarships for students

§ 23

1. A student with outstanding academic, scientific, or artistic achievements, or sports achievements on at least national level, may be granted the Rector's scholarship.
2. The Rector's scholarship can be awarded to the student admitted to the first year of studies in the year of his or her secondary school final examinations, who is:
 - 1) the winner of an international contest or the winner or a finalist of a national contest, referred to in the provisions on the educational system,
 - 2) a medalist of a sports competition for at least the title of the Polish Champion in a given sport, referred to in the provisions on sport.

§ 24

1. An application for the Rector's scholarship along with required documents and the Student Record Book [indeks] (if such a document exists at the faculty) shall be submitted to the dean's office by 5 October or 5 March (if studies in a given degree programme begin in the summer semester).
2. The Dean/Vice-Dean may recognise the application of a student who presented the Student Record Book [indeks] or the required documents after the expiry of the date referred to in section 1 or who had his or her semester credited after the expiry of the date referred to in § 25 section 1 item 1, if the application has been submitted in time that allows the Dean/Vice-Dean to present the Vice-Rector for

Student Affairs with the suggestions of ranking lists by the deadline referred to in § 29 section 9.

3. If the student has had achievements which meet more than one criterion – he or she can specify all the criteria he or she meets. These achievements shall be awarded separate scores.
4. A student pursuing simultaneously several degree programmes at the University of Wrocław may apply for the Rector's scholarship only with respect to one selected programme.
5. All documents proving the student's achievements shall be made in Polish or translated into Polish, except for publications in a foreign language.
6. The Rector's scholarship is awarded on the basis of the suggestions of ranking lists made by the Deans/Vice-Deans of individual faculties.
7. The Rector's scholarship may be awarded to no more than 7.5% of students of each degree programme who have achieved outstanding learning outcomes which qualify them for the ranking list referred to in § 25 section 1 item 2 and no more than 1% of the students of each degree programme who have been given the highest number of points for scientific achievements, and no more than 1% of the students of each degree programme who have been given the highest number of points for artistic achievements or sports achievements on at least national level, subject to § 29 sections 7 and 8.
8. All students admitted to the first year of studies who meet the criteria referred to in § 23 section 2 and who submitted their applications by the deadline referred to in § 24 sections 1 and 2, along with a document proving said achievement, shall be awarded the Rector's scholarship.

§ 25

1. The Rector's scholarship for outstanding learning outcomes can be awarded to a student who:
 - 1) completed in full and without any conditional credits the preceding year of studies according to the Rules and Regulations of Studies at the University of Wrocław by the last day of the examination (resit) period specified in the Rector's announcement for a given academic year – the date of the last instructor's signature shall be binding,
 - 2) obtained in the preceding year of studies a mean grade that puts him or her on the ranking list that includes no more than 7.5% of the best students of each degree programme,
 - 3) has not been re-entered into the year of studies in which he or she applies for the Rector's scholarship (re-entry does not apply to a sabbatical referred to in the Rules and Regulations of Studies at the University of Wrocław).
2. The ranking lists are made jointly for full-time and part-time students of each degree programme.

Ranking lists, within a given field of study, may be drawn up collectively for a given field of study, or by first- and second-cycle studies, by individual years of study, or by individual specialties or groups of specialties.
3. Detailed principles on drafting ranking lists, including: method of making the lists according to section 2, courses that are taken into account when calculating the mean grade for the Rector's scholarship, and minimal mean grade that allows to apply for the scholarship – are determined for each degree programme by the Vice-Rector for Student Affairs based on the suggestion of the Dean/Vice-Dean, presented after consulting a faculty body of the Student Self-Government.
4. A mean grade is an arithmetic mean of all grades obtained for assessments and exams related to the courses referred to in section 3, which cannot be lower than 4,20. The grade of the bachelor's thesis and the grade of the bachelor's exam are not included in a mean grade.
5. The arithmetic mean shall be calculated with an accuracy of two decimal places using the general rules for rounding (rejection of the figures 5, 6, 7, 8, or 9 increases the figure retained by 1).

6. Detailed principles referred to in section 3 shall be announced to students via the websites of individual faculties by 15 July.

§ 26.

1. The Rector's scholarship for scientific achievements may be awarded to a student who:
 - 1) has been entered into a higher semester according to the Rules and Regulations of Studies at the University of Wrocław,
 - 2) in the preceding year of studies had scientific achievements which put him or her on the ranking list including no more than 1% of the students of each degree programme, who in the given programme have received the highest number of points for scientific achievements,
 - 3) has not been re-entered into the year of studies in which he or she applies for the Rector's scholarship (re-entry does not apply to a sabbatical referred to in the Rules and Regulations of Studies at the University of Wrocław).
2. The ranking lists are made jointly for all students of each degree programme.
3. The number of points one has to receive in order to be placed on the ranking list is minimum 6 for at least two types of scientific achievements or minimum 9 for one type of scientific achievements.
4. The types of scientific achievements referred to in section 1 item 2 along with a system of scoring are determined by the Vice-Rector for Student Affairs in agreement with the university body of the Student Self-Government and announced to the students via the University's website by 30 June.

§ 27

1. The Rector's scholarship for artistic achievements may be awarded to a student who:
 - 1) has been entered into a higher semester according to the Rules and Regulations of Studies at the University of Wrocław,
 - 2) in the preceding year of studies had artistic achievements which put him or her on the ranking list including no more than 1% of the students of each degree programme, who in the given programme have received the highest number of points for artistic achievements or for sports achievements in competitions on at least national level,
 - 3) has not been re-entered into the year of studies in which he or she applies for the Rector's scholarship (re-entry does not apply to a sabbatical referred to in the Rules and Regulations of Studies at the University of Wrocław).
2. The ranking lists are made jointly for all students of each degree programme.
3. The types of artistic achievements referred to in section 1 item 2 along with a system of scoring are determined by the Vice-Rector for Student Affairs in agreement with the university body of the Student Self-Government and announced to the students via the University's website by 30 June.

§ 28

1. The Rector's scholarship for sports achievements in competitions on at least national level may be awarded to a student who:
 - 1) has been entered into a higher semester according to the Rules and Regulations of Studies at the University of Wrocław,
 - 2) the preceding year of studies had sports achievements in competitions on at least national level which put him or her on the ranking list including no more than 1% of the students of each degree programme, who in the given programme have received the highest number of points for artistic achievements or for sports achievements in competitions on at least national level,
 - 3) has not been re-entered in the year of studies in which he or she applies for the Rector's scholarship (re-entry does not apply to a sabbatical referred to in the Rules and Regulations of Studies at the University of Wrocław).
2. The ranking lists are made jointly for all students of each degree programme.

3. The types of sports achievements in competitions on at least national level referred to in section 1 item 2 along with a system of scoring are determined by the Vice-Rector for Student Affairs in agreement with a University body of the Student Self-Government and announced to the students via the University's website by 30 June.

§ 29

1. The 100% of students from which the number of students of each degree programme referred to in § 24 section 8 is calculated shall be adopted as the number of all students who have been entered into the current academic year, except for the students of the first year of first-cycle studies and the first year of long-cycle studies. If the calculated 7.5% and 1% of the students of each degree programme is not an integer - the general rules for rounding shall be used (rejection of the figures 5, 6, 7, 8, or 9 increases the figure retained by 1).
2. If 1% of the students of a given degree programme is lower than 0,5 - the Rector's scholarship may be given to one student.
3. The Dean/Vice-Dean makes the suggested ranking lists, each broken down into individual degree programmes and according to the principles referred to in § 25 section 2. The ranking lists include the students who have met the criteria laid down in § 24 section 7 along with the numbers of the Student Record Books [indeks]. If a student meets more than one criterion, the Dean/Vice-Dean places the student on only one ranking list, starting with the list including the students with scientific achievements, and ending with the list including the students with a high mean grade.
4. If several students with the same mean grade come last on a ranking list referred to in § 25 section 1 item 2, all these students shall be put on the ranking list - even if the list would include more than 7.5% of the best students. If several students with the same number of points come last on the ranking lists referred to in § 26 section 1 item 2, § 27 section 1 item 2 or § 28 section 1 item 2, the placement on the list shall be decided on the basis of the mean grade calculated according to § 25 section 4 and 5.
5. Within 3 weeks from the commencement of the academic year or by 20 March (if studies at a given degree programme start in the summer semester), the Dean/Vice-Dean creates and announces initial drafts of the ranking lists referred to in section 3.
6. Within 7 days from the date on which the drafts of the rankings lists referred to in section 3 were announced the students are obliged to check if they have been placed on the list and if their mean grade or points have been correctly calculated, and correct any possible discrepancies in the dean's office.
7. The drafts of the ranking lists referred to in section 3 may include the students whose comments and conclusions have been taken into account by the Dean/Vice-Dean after the announcement of the lists - even if such supplemented individual ranking lists would include more students than provided for in § 24 section 7.
8. If the total number of students in given drafts of the ranking lists referred to in section 7 exceeds 10% of the students of a particular degree programme, the Dean/Vice-Dean corrects the lists by personal choice.
9. The final versions of the drafts of the ranking lists, after possible corrections referred to in section 8, are submitted to the Vice-Rector for Student Affairs by 5 November or by 31 March (if studies in a given degree programme start in the summer semester) at the latest.
10. The list of students who have been awarded the scholarships by the Vice-Rector for Student Affairs should be announced by 15 November or by 10 April (if studies in a given degree programme start in the summer semester) at the latest.

§ 30

1. For the purpose of awarding the Rector's scholarship it is hereby adopted that if the scale of grades at the university from which the students have been admitted is broader than the grade scale at the University of Wrocław:
 - 1) with the scale where the highest grade is 5,50 – the mean grade from the previous year of studies shall be divided by 1,1,
 - 2) with the scale where the highest grade is 6,00 – the mean grade from the previous year of studies shall be divided by 1,2.
2. The student is obliged to present a document confirming the scale of grades used.

§ 31

1. The Rector's scholarship is awarded for one academic year, except if the last year of studies, according to the plan of studies, lasts for one semester, subject to § 6 section 1.
2. The amount of the Rector's scholarship is determined by the Vice-Rector for Student Affairs at the beginning of each academic year, based on the sum of funds earmarked for this purpose, and announced to students via the University's website.
3. The amount of the Rector's scholarship is the same for all students and cannot be lower than 50% of the amount referred to in § 11 section 1.

VI Benefits for PhD students who commenced their doctoral studies before 2019/2020 academic year

§ 32

Between 1 October 2023 and 31 December 2023 the provisions of these Rules and Regulations related to awarding benefits referred to in § 2 section 1 items 1-3 apply respectively to doctoral students who commenced their doctoral studies before 2019/2020 academic year.

VII. Accommodation in the student houses

§ 33

1. Priority in the allocation of a place in student house is given to the students of full-time and evening programmes of the University of Wrocław whose daily commute to the University from the place of permanent residence would make it impossible or significantly complicated for them to pursue their studies. If the number of applicants for a place in a student house is greater than the number of available places, the allocation of a place is also determined by the distance from the place of permanent residence.
2. The University of Wrocław does not provide family rooms/modules nor co-educational rooms/modules.
3. Detailed rules for accommodation, including deadlines and the form of submitting applications for accommodation are determined each academic year by the Vice-Rector for Student Affairs, after consulting the university body of the Student Self-Government, and are announced via the University's website.
4. The residents of the student houses pay accommodation fees according to a price list set by the Vice-Rector for Student Affairs and announced via the University's website.

VIII. Final provisions

§ 34

In the case of occurrences not provided for in these Rules and Regulations, the validity of the award of a benefit or its refusal is assessed by the Vice-Rector for Student Affairs.

§ 35

The provisions of these Rules and Regulations shall be interpreted by the Vice-Rector for Student Affairs.

§ 36

The Deans/Vice-Deans and the Vice-Rector for Student Affairs exercise their powers under these Rules and Regulations on behalf of the Rector on the basis of his or her authorisation.

§ 37

The supervision of the performance of these Rules and Regulations is entrusted to the Rector.

§ 38

1. The administrative staff of the dean's office is responsible for the proper completion of the documents required for awarding benefits to students/PhD students, correct calculation of income per person in the student's/PhD student's family, and calculation of the mean grade for the purpose of awarding a scholarship.
2. The staff referred to in section 1 is responsible for preparing decisions regarding benefits for students/PhD students. The staff of the dean's office is obliged to correctly deliver the decisions to the students concerned.
3. The supervision of the timely preparation of documents relating to awarding benefits to students/PhD students is entrusted to a relevant Dean/Vice-Dean, and those relating to the scholarships – to the Vice-Rector for Student Affairs.

§ 39

The students of the Individual Inter-area Studies receive benefits referred to in § 2 section 1 items 1-4 at the faculties where they complete minimum curriculum.

§ 40

In matters not covered by the provisions of these Rules and Regulations the provisions of the act of 20 July 2018 – Law on Higher Education and Science, provisions of the act of 14 June 1960 – Code of Administrative Proceedings, and other acts in force at the University of Wrocław shall apply.

§ 41

These Rules and Regulations have been agreed upon with the university body of the Student Self-Government on 16 May 2023.