

REGULATIONS ON BENEFITS FOR STUDENTS OF THE WSG UNIVERSITY

The WSG University, hereinafter referred to as the University, as a non-public higher education institution acting under the Act of 20 July 2018 on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), provides benefits to students of full-time and part-time studies according to the rules specified below.

Preliminary Provisions

§1

1. Students of the WSG University may apply for benefits from special funds from the State Budget in the form of:
 - 1) maintenance grant,
 - 2) scholarship for disabled persons,
 - 3) Rector's scholarship,
 - 4) disposable assistance.
2. Students-demonstrating outstanding scientific or artistic achievements related to their studies or outstanding sports achievements, may receive the Minister's scholarship. The scholarship shall be awarded by the Minister on the application of the Rector.

§2

1. The benefits referred to in Article 1, para. 1 shall be granted by a scholarship committee and an appeal scholarship committee on the application of the Student Government. Most members of the committees shall be students. Decisions shall be taken by the chairperson of the committee or the deputy chairperson authorised by the chairperson.
2. Decisions of the scholarship committee or the appeal scholarship committee that are unlawful under the national legislation shall be overruled by the Rector by administrative decision.
3. The benefit referred to in Article 1, para. 1 shall be granted or refused by administrative decision.
4. Students shall collect decisions of the scholarship committee and the appeal scholarship committee.

§3

1. A student who studies several fields of study at the same time may receive the benefits referred to in Article 1, paragraphs 1 and 2 for only one field of study which is to be indicated by the student.
2. The benefits referred to in Article 1, paragraphs 1 and 2:
 - 1) are available during first-cycle studies, second-cycle studies, and long-cycle studies, but not longer than a total period of 12 semesters, regardless of whether the student receives them, with the reservation that within this period benefits are granted as follows:
 - for first-cycle studies – not longer than 9 semesters,
 - for second-cycle studies – not longer than 7 semesters.
 - 2) shall not be granted to students who hold one of the following degrees:

- a) Master of Arts, Master of Science, Master of Science in Engineering or equivalent,
 - b) Bachelor, Engineer or equivalent, if the student undertakes undergraduate studies again.
3. The provisions of paragraph 2 regarding the period of entitlement to benefits shall apply accordingly to students who have studied or obtained professional qualifications abroad.
4. In case the disability arises during studies or after obtaining a professional qualification, the student may receive a scholarship for disabled persons, but not for more than a total period of 12 semesters.

Maintenance Grant

§4

1. Maintenance grants may be given to students in a difficult financial situation.
2. In consultation with the Student Government, the Rector shall determine the level of the monthly per capita income in a student's family which entitles the student to apply for a maintenance grant and which may not be:
- 1) lower than 1.30 of the amount specified in Art. 8 (1)(2) of the Social Welfare Act of 12 March 2004 (Journal of Laws of 2023, item 901);
 - 2) higher than 1.30 of the sum of the amounts specified in Art. 5 (1) and Art. 6 (2)(3) of the Act on Family Benefits of 28 November 2003 (Journal of Laws of 2023, item 390).
3. Maintenance grants in an increased amount shall be given to full-time students on account of their accommodation in a student hostel or in a facility other than a student hostel, if the everyday journey from the place of permanent residence to the University would prevent the student from studying or made it significantly difficult for him or her to study. The Scholarship Committee or the Appeal Scholarship Committee give a student a maintenance grant in an increased amount in other, duly justified cases.
4. The level of the monthly per capita income in the family of a student applying for a maintenance grant shall be established in accordance with the principles set out in the Act on Family Benefits of 28 November 2003 but, when establishing it:
- 1) account shall be taken of incomes earned by:
 - a) the student,
 - b) the student's spouse
 - c) the student's parents or legal or customary primary caregivers,
 - d) those dependant on the persons referred to in points a-c: minor children, children in education until the age of 26, and if they turn 26 in the last year of studies — until completion of the studies, and disabled children of all ages;
 - 2) no account shall be taken of:
 - a) the benefits referred to in Article 1, para. 1,
 - b) scholarships received by pupils, students and doctoral students from/under:
 - the European Union Structural Funds,
 - non-reimbursable funds from the aid provided by member states of the European Free Trade Association (EFTA),
 - international contracts or related implementing programmes, or international scholarship programmes,
 - c) financial support benefits received by pupils or non-university students pursuant to the education system legislation,
 - d) scholarships that have the character of welfare support, awarded by the entities referred to in Art. 21 (1) (40b) of the Personal Income Tax Act of 26 July 1991 (Journal of Laws of 2018, items 1509, 1540, 1552 and 1629).
5. A student who does not run a common household with any of his or her parents or legal or customary primary caregivers may apply for a maintenance grant without presenting the

incomes earned by those persons and minor children dependant on them, children in education until the age of 26, and if they turn 26 in the last year of studies — until completion of the studies, and disabled children of all ages, if the student meets one of the following requirements:

- 1) is 26 years of age;
- 2) is married;
- 3) supports the children referred to in Article 1, para. 1, point d;
- 4) has come of age while in foster care;
- 5) has a constant source of income and his or her average monthly income in the previous fiscal year and in the current year, in the months preceding the month of the declaration referred to in Art. 3, is higher or equal to 1.15 of the sum of the amounts specified in Art. 5 (1) and Art. 6 (2)(3) of the Act on Family Benefits of 28 November 2003.
6. The student referred to in para. 5 shall submit a declaration that he or she does not maintain a common household with any of his or her parents or legal or customary primary caregivers.
7. The Rector or the scholarship committee or the appeal scholarship committee shall refuse to give the student a maintenance grant whose his or her monthly per capita income in the family does not exceed the amount specified in Art. 8 (1) (2) of the Social Welfare Act of 12 March 2004 if the student fails to attach to the application for a maintenance grant a certificate from a welfare centre, explaining the student's and his or her family's income and property situation.
8. The Rector or the scholarship committee or the appeal scholarship committee may give a student a maintenance grant in the case referred to in para. 7, if the reason for the failure to attach to the application for a maintenance grant a certificate from a welfare centre, explaining the student's and his or her family's income and property situation has been justifiable and the student has substantiated the family's sources of subsistence.

§5

1. A maintenance grant may be given to a student who has met all of the following requirements:
 - 1) the family's per capita income may not exceed the amount set for a given academic year, as per Article 4, paragraphs 2 and 4;
 - 2) the student has filed, electronically via ISAPS, a correctly filled-in application for a maintenance grant (Annex 1) and has submitted the printed and signed application along with the annexes necessary to calculate the family's per capita income by 10 October; this shall not apply to persons enrolling in the summer semester who shall file the application by 20 March;
2. In the event that application has been filed after the deadlines specified in para. 1, the student may receive the grant, if the application has been filed before the allocation of the relevant funds.
3. Maintenance grants shall be given to students for the current academic year, subject to review of the grant amount in the particular semesters, which is dependent on the amount of the Budget subsidy.

Scholarship for Disabled Persons

§6

1. A student who has a disability certificate, a disability degree certificate or the certificate (decision) referred to in Art. 5 and Art. 62 of the Act on Vocational and Social Rehabilitation and Employment of Persons with Disabilities, dated 27 August 1997 (Journal of Laws of 2021, items 573) may receive a scholarship for disabled persons.
2. A scholarship for disabled persons shall be awarded to the student who has filed, electronically via ISAPS, a correctly filled-in application for a scholarship for disabled persons (Annex 2) and has submitted the printed and signed application along with a photocopy of disability degree certificate by 10 October; this shall not apply to persons enrolling in the summer semester who shall file the application by 20 March.

3. Scholarships for disabled persons shall be given to students for the current academic year, subject to review of the grant amount in the particular semesters, which is dependent on the amount of the Budget subsidy.
4. The payment of the scholarship may be suspended if the validity of the disability degree certificate expires.
5. A scholarship for disabled persons may be awarded to a student during an academic year after they are diagnosed with a disability.

Rector's Scholarship

§7

1. The Rector's scholarship may be awarded to a student who has attained very good learning outcomes or has scientific or artistic achievements, or sports achievements at at least national competition level.
2. The Rector's scholarship may be awarded to a student who has been admitted in the University in the year the student has passed his or her secondary school-leaving examination and who is:
 - 1) a winner of an international contest or a winner or a finalist of a central level contest — the contests referred to in the legislation on the education system;
 - 2) a medallist in at least sports competition to win Poland Champion in the particular sport referred to in the legislation on sports.
3. The Rector's scholarship shall be awarded to not more than 10% of the students in a given field of study. If the number of students is lower than 10, the Rector's scholarship may be awarded to 1 student. The students referred to in para. 2 shall not be taken into account when determining the number of students to receive the Rector's scholarship referred to in the first sentence.
4. The number of students to make up 10% of students in a specific field of study shall be assumed as of the date of the first meeting of the scholarship committee.
5. The Rector's scholarship shall be awarded to the student who has filed, electronically via ISAPS, a correctly filled-in application for the Rector's scholarship (Annex 3) and has submitted the printed and signed application along with the required annexes by 10 October in the winter semester and by 20 March in the summer semester.
6. Students in long-term training, sports training camps or on the ERASMUS+ programme who meet the requirements specified in para. 1 shall submit an application (annex 3) along with the required annexes by 25 November in the winter semester and by 30 April in the summer semester.
7. The ranking list on the basis of which the Rector's scholarship is awarded shall be established based on the sum of the credits received for:
 - 1) high places in sports contests,
 - 2) scientific achievements,
 - 3) artistic achievements,
 - 4) high average mark.
8. Detailed rules for awarding the Rector's scholarship are laid down in annex 4.
9. The Rector's scholarship shall be awarded for a semester.

Disposable assistance

§8

1. Disposable assistance may be given to students, on their application (annex 5), who are temporarily in a difficult financial situation for reasons beyond their control. Affected students

shall confirm the occurrence of the random incident and substantiate the deterioration of their financial situation.

2. A difficult life situation justifying the granting of a one-time financial support is understood as all the conditions (e.g. material, family, social, health) in which the student's family found themselves, causing temporary problems in meeting the material needs of the family. The reasons for a student's difficult life situation may include, in particular, illness, disability or death of a family member, damage caused by another random event (e.g. fire, natural disaster), loss of a permanent source of income. the authority granting the disposable assistance assesses, on the basis of documents collected in the case file, whether the life situation in which the student found themselves justifies the granting of financial help.

3. A student may receive disposable assistance no more than twice an academic year.

4. The application for disposable assistance shall be submitted within three months of the date of the random situation.

5. For one random incident, the student may receive only one help, except for chronic disease.

Allocation of Funds

§9

1. The amount of benefits referred to in §1 sec. 1, is determined by the Regulation of the Rector of the WSG University on the amount of social scholarships, social scholarships in an increased amount, scholarships for people with disabilities and the rector's scholarships.

2. The Rector's scholarships, awarded to not more than 10% of the number of students in each of the fields of study maintained by the University, shall make up not more than 60% of the total funds allocated in a given year for the Rector's scholarships, maintenance grants and aid.

3. The allocation of the Budget funds allows for the allocation of 0.2% of the subsidy in a fiscal year to cover the costs of performing the service related to award and payment of grants, scholarships and disposable assistance.

Payment of Funds

§10

1. The WSG University shall pay the grants, scholarships and aid specified in Article 1 in the amounts awarded, subject to receiving the financial resources from the Ministry of Education and Science.

2. The scholarship amounts that have not been paid for reasons attributable to the student shall go towards the student scholarship fund after six months.

3. The scholarships referred to in **Article** 1, para. 1, points 1-3 shall be paid from October to January in the winter semester and from March to June in the summer semester.

4. The types of scholarships and grants mentioned in Article 1 shall be transferred to the bank account provided by the student in his or her application. The student may declare to transfer the amounts of the scholarship or aid awarded to cover the tuition fees.

5. The total monthly amount of the maintenance grant and the Rector's scholarship for a student shall not be higher than 38% of a professor's salary.

Loss of Rights

§11

1. A student applying for any of the scholarships referred to in Article 1, para. 1, points 1-3 or receiving any of such scholarships shall immediately notify the University about the occurrence of circumstances resulting in a loss of the right to the scholarship.
2. The validity of the decision on award of any of the scholarships referred to in Article 1, para. 1 shall expire on the last day of the month in which the student has lost the right to the scholarship due to obtaining a degree, being removed from the Register of Students in the field of study in which he or she received the scholarship, or due to elapsing of the period referred to in Article 3, paragraphs 2 and 4.
3. A scholarship obtained based on false data shall be subject to return in full.

§12

In matters that are not regulated herein, the provisions of the Act on Higher Education and Science of 20 July 2018 (Journal of Laws of 2018, item 1668, as amended) shall apply.

Announcements

§13

1. These Regulations shall enter into force on 1 October 2023.
2. The announcements referred to herein shall be made public as is customary in the University.

Rector

prof. at WSG Marek Chamot, PhD

exes:

Annex 1 Application for Maintenance Grant

Annex 1A Declaration of a Family Member about Lump Sum Income Tax

Annex 1B Declarations of Family Members about Non-Taxable Income

Annex 1C Housing

Annex 1D Declaration About Health Insurance Contributions

Annex 1E Application to Allow For Lost_Earned Income

Annex 1F Declaration About Not Running a Household Together with Parents

Annex 1G Declaration About Being Unemployed

Annex 1H Declaration About Receiving a Scholarship in a Field of Study

Annex 2 Application for scholarship for disabled persons

Annex 3 Application for the Rector's Scholarship

Annex 4 Rules for Award of the Rector's Scholarship

Annex 5 Application for Disposable Assistance