

REGULATIONS ON STUDENT BENEFITS
OF THE POZNAŃ UNIVERSITY OF LIFE SCIENCES

I. GENERAL PROVISIONS

§ 1

1. A student of the Poznań University of Life Sciences, hereinafter referred to as "PULS", may apply for the following benefits:
 1. social scholarship;
 2. scholarship for persons with disabilities;
 3. emergency grant;
 4. Rector's scholarship;
 5. a scholarship financed by a local government unit;
 6. a scholarship for academic or sports achievements financed by a natural person or a legal person other than a state or local government legal entity;
 7. a ministerial scholarship.
2. A student may apply for:
 1. accommodation in a student dormitory;
 2. accommodation for a spouse or child in a student dormitory.
3. These Regulations on Student Benefits of PULS, hereinafter referred to as the "Regulations", define the rules for granting benefits referred to in section 1 points 1–4.
4. The rules for applying for accommodation in a student dormitory are set out in the Regulations of Student Dormitories of PULS introduced by a separate ordinance of the Rector.
5. The rules for granting scholarships referred to in section 1 points 5–7 are governed by separate provisions.

§ 2

1. The social scholarship, scholarship for persons with disabilities and emergency grant are awarded by the Faculty Scholarship Committee, hereinafter referred to as the "FSC", upon a student's application submitted to the Student Welfare Office,

hereinafter referred to as the “SWO”. Application forms are specified in Appendices No. 1 and No. 2 to the Regulations.

2. The Rector’s scholarship is awarded by the Interfaculty Scholarship Committee, hereinafter referred to as the “ISC”, upon a student’s application submitted to the dean’s office of the faculty conducting the given programme of study. The application form is specified in Appendix No. 3A to the Regulations.
3. Appeals against decisions of the FSC and ISC are examined by the Appeals Scholarship Committee, hereinafter referred to as the “ASC”.
4. Student benefits are granted from the scholarship fund referred to in Article 412 of the Act of 20 July 2018 – Law on Higher Education and Science.
5. The granting or refusal of benefits referred to in § 1 section 1 points 1–4 is made by way of an administrative decision.
6. If the circumstances affecting the determination of entitlement to benefits referred to in § 1 sections 1 and 2 require confirmation by documents other than those listed in the Regulations, the authority determining the family income and administering the benefits may request the student to provide explanations or submit the necessary documents within a specified period not exceeding 14 days from receipt of the request. Failure to submit explanations or documents within the specified period may result in refusal to grant the benefit.
7. A student applying for benefits referred to in § 1 section 1 shall submit the necessary original documents or certified copies thereof. A copy of a document necessary to determine entitlement to and payment of benefits may be certified by a PULS employee, a notary public, or the institution that issued the document.

§ 3

1. Upon a request of the student government: the FSC is appointed by the Dean, while the ASC and ISC are appointed by the Rector.
2. The FSC shall consist of:
 1. the Vice-Dean for Student Affairs as Chair;
 2. students of the faculty delegated by the student government in a number ranging from 4 to 8;
 3. two academic teachers employed at the faculty.
3. The ISC shall consist of:
 1. the Vice-Rector for Student Affairs as Chair;
 2. the Chair of the Student Government;

3. the Rector's Plenipotentiary for Student Research Clubs or a person authorised by him/her;
 4. the Head of the Student Culture Centre or a person authorised by him/her;
 5. the President of the University Academic Sports Association (AZS) Club or a person authorised by him/her;
 6. the Head of the Office for Studies and Student Affairs;
 7. one student representative from each faculty;
 8. an employee of the SWO acting as the committee secretary.
4. The ASC shall consist of:
 1. an employee of the Office of Internal Legislation as Chair;
 2. one student representative from each faculty;
 3. an employee of the SWO acting as the committee secretary.
 5. Membership in more than one of the committees referred to in sections 2–4 is prohibited.

§ 4

1. The social scholarship and Rector's scholarship are granted for an academic year, except where the first or last year of studies lasts only one semester.
2. The scholarship for persons with disabilities is granted for the period of validity of the disability certificate, but not longer than for a given academic year.
3. Scholarships referred to in sections 1 and 2 are paid for the months from October to June.
4. The emergency grant, which is a one-off benefit, may be awarded to a student no more than twice in an academic year.

§ 5

1. The amount of benefits listed in § 1 section 1 points 1–4 depends on the amount of funds accumulated in the PULS scholarship fund, including funds allocated by the minister responsible for higher education and science.
2. The distribution of funds for benefits referred to in § 1 section 1 points 1–4 and the determination of their amounts is made by the Rector in agreement with the student government.
3. The total monthly amount of the social scholarship and the Rector's scholarship received by a student may not exceed 38% of a professor's salary.

4. If a surplus occurs in the PULS scholarship fund, the Rector may decide on an additional payment of scholarships.
5. The amounts of benefits referred to in § 1 section 1 points 1–4 are announced annually by the Rector.

§ 6

1. Benefits referred to in § 1 section 1 points 1–4 are transferred to the student's bank account, the number of which is indicated in the application.
2. In the event of a change of the bank account number, the student is obliged to notify the SWO. The declaration form is specified in Appendix No. 4 to the Regulations.

§ 7

1. Benefits referred to in § 1 section 1 points 1–4 and 7 are available to students of first-cycle studies, second-cycle studies and long-cycle Master's degree programmes.
2. A student studying simultaneously in more than one programme of study may receive benefits referred to in § 1 section 1 points 1–4 and 7 only for one programme, indicated by the student.
3. Benefits referred to in § 1 section 1 points 1–4 and 7 are not available to a student holding a professional title of:
 1. Master, Master Engineer or an equivalent degree;
 2. Bachelor, Engineer or an equivalent degree, if the student undertakes first-cycle studies again.
4. The total period for which benefits referred to in § 1 section 1 points 1–4 and 7 may be granted is 12 semesters, regardless of whether the student actually received them, provided that within this period benefits may be granted for:
 1. first-cycle studies – no longer than 9 semesters;
 2. second-cycle studies – no longer than 7 semesters.
5. The total period referred to in section 4 shall be extended by 2 semesters if the student undertakes long-cycle Master's degree studies whose duration specified in legal provisions is 11 or 12 semesters.
6. The period referred to in sections 4 and 5 includes all semesters commenced by the student in the studies referred to in section 1, including semesters during academic leave and leave with the right to verify learning outcomes, except for semesters of subsequent first-cycle studies undertaken or continued after obtaining the first professional Bachelor or Engineer degree. In the case of studying in more than one programme simultaneously, concurrent semesters are treated as one semester.

7. If a disability arises during studies or after obtaining a professional degree, the scholarship for persons with disabilities is granted for an additional period of 12 semesters. Sections 4 and 6 apply accordingly.
8. Sections 1–7 apply accordingly to students who studied or obtained professional degrees abroad.
9. A student sent to study at another university in Poland or abroad (e.g. MOSTAR, Erasmus+) does not lose the right to receive an awarded benefit.

§ 8

A student on academic leave:

1. may receive the Rector's scholarship;
2. may receive an emergency grant if the leave was granted due to health reasons or childbirth;
3. may not receive a social scholarship;
4. may not receive a scholarship for persons with disabilities.

§ 9

1. A student applying for or receiving a benefit referred to in § 1 section 1 points 1, 2 and 4 is obliged to immediately notify PULS of any circumstance resulting in the loss of entitlement to the benefit.
2. A decision granting a benefit referred to in § 1 section 1 points 1–4 expires on the last day of the month in which the student lost the right to the benefit due to:
 1. obtaining a professional title referred to in § 7 section 2 point 2 and section 3;
 2. being removed from the list of students in the programme for which the benefit was received;
 3. expiry of the period referred to in § 7 section 2 point 1 and section 4.

II. SOCIAL SCHOLARSHIP

§ 10

1. A social scholarship may be granted to a student who is in a difficult financial situation.
2. The amount of monthly income per person in the student's family that entitles the student to apply for a social scholarship may not exceed 45% of the minimum wage established as of 1 January of the year preceding the academic year for which the

social scholarship is awarded, pursuant to the Act of 10 October 2002 on the Minimum Wage.

§ 11

1. The amount of monthly income per person in the family of a student applying for a social scholarship is determined in accordance with the rules set out in the “Family Benefits Act”, provided that when determining such income:
 1. income earned by the following persons is taken into account:
 - a) the student,
 - b) the student’s spouse,
 - c) the student’s parents, legal guardians or de facto guardians,
 - d) dependent children of the persons referred to in letters a–c, i.e. minors, children continuing education up to the age of 26, and if the 26th birthday falls in the final year of studies—until completion of such studies, as well as children with disabilities regardless of age;
 2. the following are not taken into account:
 - a) the benefits referred to in § 1 section 1 and scholarships awarded from PULS’s own fund,
 - b) scholarships received by pupils, students and doctoral students within:
 - European Union structural funds,
 - non-refundable funds originating from aid granted by the Member States of the European Free Trade Association (EFTA),
 - international agreements or implementing programmes drawn up under such agreements, or international scholarship programmes,
 - c) material assistance benefits received by pupils under the regulations on the education system,
 - d) social-type scholarships granted by entities referred to in Article 21(1)(40b) of the Act of 26 July 1991 on Personal Income Tax, hereinafter referred to as the “Personal Income Tax Act”.
2. A student who does not run a joint household with any parent, legal guardian or de facto guardian may apply for a social scholarship without declaring the income of such persons and their dependent minor children, children continuing education up to the age of 26 (or, if the 26th birthday falls in the final year of studies—until completion thereof), and children with disabilities regardless of age, provided that the student meets one of the following conditions:
 1. has reached the age of 26;
 2. is married;
 3. has dependent children referred to in section 1 point 1 letter d;

4. reached the age of majority while in foster care;
 5. has a permanent source of income, and their average monthly income in the previous tax year and in the current year in the months preceding the month of submission of the declaration referred to in section 3 is equal to or higher than 40% of the minimum wage established as of 1 January of the year preceding the academic year for which the social scholarship is awarded, pursuant to the Act of 10 October 2002 on the Minimum Wage.
3. A student referred to in section 2 submits a declaration that they do not run a joint household with any parent, legal guardian or de facto guardian (Appendix No. 5 to the Regulations), and the burden of proving a permanent source of income rests with the student.
 4. The Faculty Scholarship Committee (FSC; Polish: WKS) refuses to grant a social scholarship to a student whose monthly income per person in the family does not exceed the amount specified in Article 8(1)(2) of the Act of 12 March 2004 on Social Assistance, if the student fails to attach to the application a certificate issued by a social welfare centre or a social services centre confirming that, in the year of submission of the application, the student or members of the student's family have received social assistance benefits.
 5. Where the student referred to in section 4 or members of their family do not receive social assistance benefits, the FSC may grant such student a social scholarship provided that the sources of the family's maintenance have been documented.

§ 12

1. Income, after deducting alimony paid to other persons, shall consist of:
 1. revenues subject to taxation under the rules set out in Articles 27, 30b, 30c, 30e and 30f of the Personal Income Tax Act, reduced by tax-deductible costs, personal income tax due, social insurance contributions not included in tax-deductible costs, and health insurance contributions;
 2. income from activities subject to taxation under the provisions on lump-sum personal income tax on certain revenues earned by natural persons;
 3. other income not subject to personal income tax under the provisions of the Personal Income Tax Act, including:
 - a) pensions specified in the provisions on benefits for war and military invalids and their families,
 - b) pensions paid to repressed persons and members of their families, granted under the provisions on benefits for war and military invalids and their families,
 - c) cash benefit, compensatory allowance and energy lump sum specified in

the provisions on the cash benefit and entitlements of soldiers of substitute military service compulsorily employed in coal mines, quarries, uranium ore plants and construction battalions,

d) veterans' allowance, energy lump sum and compensatory allowance specified in the provisions on veterans and certain persons who were victims of wartime and post-war repression,

e) cash benefit specified in the provisions on the cash benefit for persons deported to forced labour and those interned in labour camps by the Third Reich of Germany or the Union of Soviet Socialist Republics,

f) energy lump sum, pensions and disability pensions received by persons who lost eyesight as a result of wartime activities in 1939–1945 or explosions of unexploded ordnance remaining after that war,

g) disability pensions due to wartime disability, benefits received by war victims and their families, accident pensions for persons whose disability arose in connection with forced labour in the Third Reich of Germany in 1939–1945, received from abroad,

h) sickness benefits specified in the provisions on farmers' social insurance and in the provisions on the social insurance system,

i) non-refundable foreign aid funds received from foreign governments, international organisations or international financial institutions, originating from non-refundable aid granted on the basis of a unilateral declaration or agreements concluded with such states, organisations or institutions by the Council of Ministers, a competent minister or government agencies, including cases where the transfer of such funds is made through an entity authorised to distribute non-refundable foreign aid funds to the beneficiaries of such aid,

j) remuneration from employment or scholarships of natural persons residing in the territory of the Republic of Poland and temporarily staying abroad—up to an amount corresponding to the equivalent of per diems for business travel abroad established for employees of state or local government budgetary units under the Act of 26 June 1974 – the Labour Code,

k) cash payments paid to police officers, soldiers, customs officers and employees of military and police units deployed outside the state to participate in an armed conflict or to strengthen the forces of the state or allied states, in a peacekeeping mission, in actions preventing terrorist acts or their consequences, as well as cash payments paid to soldiers, police officers, customs officers and employees serving as observers in peacekeeping missions of international organisations and multinational forces,

l) cash payments from service relationships 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 such persons obtained income,

- m) income of members of agricultural production cooperatives arising from membership in such cooperatives, reduced by social insurance contributions,
- n) child maintenance (alimony) payments,
- o) doctoral scholarships awarded under Article 209(1) and (7) of the Act of 20 July 2018 – Law on Higher Education and Science (hereinafter: “the Law on Higher Education and Science”), sports scholarships awarded under the Act of 25 June 2010 on Sport, and other social-type scholarships awarded to pupils or students,
- p) per diem amounts exempt from personal income tax received by persons performing activities connected with social and civic duties,
- q) cash received from renting guest rooms in residential buildings located in rural areas on a farm to persons staying for leisure, and income obtained from catering such persons,
- r) allowances for clandestine teaching specified in the Act of 26 January 1982 – the Teachers’ Charter,
- s) income obtained from business activity conducted under a permit within a special economic zone specified in the provisions on special economic zones,
- t) cash equivalents for coal allowances specified in the provisions on commercialisation, restructuring and privatisation of the state enterprise “Polish State Railways”,
- u) equivalents arising from the right to free coal specified in the provisions on restructuring of hard coal mining in 2003–2006,
- v) benefits specified in the provisions on performance of the mandate of a Member of Parliament and Senator,
- w) income obtained from an agricultural holding, determined on the basis of agricultural land area expressed in conversion hectares and the income announced pursuant to Article 18 of the Act of 15 November 1984 on Agricultural Tax; when determining income from an agricultural holding, direct payments received under the Common Agricultural Policy of the European Union shall not be taken into account,
- x) income earned outside the Republic of Poland, reduced accordingly by personal income tax and compulsory social and health insurance contributions paid outside the Republic of Poland,
- y) pensions specified in the provisions on supporting rural development from funds originating from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund and in the provisions on supporting rural development with the participation of the European Agricultural Fund for Rural Development,
- z) the maintenance advance specified in the provisions on proceedings against maintenance debtors and the maintenance advance,
- aa) cash benefits paid in the event of ineffective enforcement of alimony,

bb) amounts received under Article 27f(8)–(10) of the Personal Income Tax Act,
cc) cash benefit specified in the Act of 20 March 2015 on anti-communist opposition activists and persons repressed for political reasons,
dd) parental benefit,
ee) maternity allowance referred to in the provisions on farmers' social insurance,
ff) scholarships for the unemployed financed from European Union funds,
gg) revenues exempt from personal income tax under Article 21(1)(148) and points 152–154 of the Personal Income Tax Act of 26 July 1991, reduced by social insurance and health insurance contributions.

2. The income referred to in section 1 concerns the tax year preceding the academic year for which the benefit is to be awarded.

§ 13

1. Revenues referred to in § 12 section 1 must be documented by the student with a certificate from the tax office confirming the amount of income taxed under the general personal income tax rules, and with a certificate from the Social Insurance Institution (ZUS) containing information on the amount of health insurance contributions paid.
2. Income referred to in § 12 section 2 must be documented by the student with a certificate from the tax office confirming the conduct or non-conduct of business activity (Appendix No. 6 to the Regulations).
3. When determining income from activities taxed under the provisions on lump-sum personal income tax on certain revenues earned by natural persons, annual income is assumed in the amount announced annually, by way of a notice, by the minister competent for family matters in the Official Gazette of the Republic of Poland "Monitor Polski" by 1 August each year.
4. Income from non-agricultural business activity taxed in the form of a lump sum on recorded revenues, referred to in Article 21(1)(152)(c), 153(c) and 154 of the Personal Income Tax Act of 26 July 1991, is determined on the basis of a declaration submitted for each family member.
5. Income not subject to personal income tax (§ 12 section 3) is documented by declarations of persons earning such income and by certificates from entities paying such income, or other certificates or evidence (Appendix No. 7 to the Regulations).
6. If a family member earns income outside the Republic of Poland, such income is converted using the average exchange rate announced by the President of the National Bank of Poland as of the last working day of the calendar year from which

the family member's income constitutes the basis for determining entitlement to the social scholarship.

§ 14

1. In the event of a change in the amount of income during the academic year, the student is obliged to submit an application for recalculation of income in accordance with the template set out in Appendix No. 8 to the Regulations.
2. A change in the amount of income occurs as a result of loss of income caused by:
 1. obtaining the right to parental leave;
 2. loss of unemployment benefit or unemployment scholarship;
 3. loss of employment or other paid work;
 4. loss of a pre-retirement benefit or allowance, a teacher's compensatory benefit, as well as a pension or disability pension, survivor's pension, social pension, or a supplementary parental benefit referred to in the Act of 31 January 2019 on a Supplementary Parental Benefit, or a cash benefit granted under the Act of 8 February 2023 on the Cash Benefit Granted to Family Members of Officers or Professional Soldiers whose death occurred in connection with service or with life-, health- or property-saving activities undertaken outside service;
 5. removal from the register of non-agricultural business activity or suspension of such activity within the meaning of Article 16b of the Act of 20 December 1990 on Farmers' Social Insurance or Article 36aa(1) of the Act of 13 October 1998 on the Social Insurance System;
 6. loss of sickness benefit, rehabilitation benefit or maternity allowance due after loss of employment or other paid work;
 7. loss of adjudicated alimony benefits due to the death of the obligated person, or loss of cash benefits paid in the event of ineffective enforcement of alimony due to the death of the maintenance obligor;
 8. loss of parental benefit;
 9. loss of maternity allowance referred to in the provisions on farmers' social insurance;
 10. loss of the doctoral scholarship referred to in Article 209(1) and (7) of the Law on Higher Education and Science.
3. A change in the amount of income occurs as a result of obtaining income caused by:
 1. ending parental leave;

2. obtaining unemployment benefit or unemployment scholarship;
3. obtaining employment or other paid work;
4. obtaining a pre-retirement benefit or allowance, a teacher's compensatory benefit, as well as a pension or disability pension, survivor's pension, social pension, a supplementary parental benefit referred to in the Act of 31 January 2019 on a Supplementary Parental Benefit, or a cash benefit granted under the Act of 8 February 2023 on the Cash Benefit Granted to Family Members of Officers or Professional Soldiers whose death occurred in connection with service or with life-, health- or property-saving activities undertaken outside service;
5. commencing non-agricultural business activity or resuming it after a period of suspension within the meaning of Article 16b of the Act of 20 December 1990 on Farmers' Social Insurance or Article 36aa(1) of the Act of 13 October 1998 on the Social Insurance System;
6. obtaining sickness benefit, rehabilitation benefit or maternity allowance due after loss of employment or other paid work;
7. obtaining parental benefit;
8. obtaining maternity allowance referred to in the provisions on farmers' social insurance;
9. obtaining the doctoral scholarship referred to in Article 209(1) and (7) of the Law on Higher Education and Science.

§ 15

1. A full-time student in a difficult financial situation may receive a social scholarship in an increased amount due to residing in a student dormitory or in premises other than a student dormitory within the City of Poznań, if daily commuting from the place of permanent residence to PULS would prevent or significantly hinder studying.
2. A full-time student referred to in section 1 may also receive the social scholarship in an increased amount due to living with a non-working spouse or the student's child in a student dormitory or in premises other than a student dormitory within the City of Poznań.
3. The increased social scholarship referred to in section 1 is granted only to one of the spouses if the other spouse is also a student or doctoral student of PULS.

§ 16

1. A document entitling a student to apply for an increased social scholarship due to residing in premises other than a student dormitory is a lease agreement concluded

between the owner of the premises and the student. PULS has the right to verify the accuracy of the data contained in the agreement.

2. Under pain of disciplinary liability, the student is obliged to notify PULS within 7 days of:
 1. the student's or the spouse's resignation from accommodation in a student dormitory;
 2. expiration or termination of the lease agreement;
 3. the spouse taking up employment if the spouse had been living with the student as a non-working spouse.

§ 17

1. A student who has been granted a social scholarship consents to verification of the information contained in the submitted application for the scholarship. Verification will be carried out by the Faculty Scholarship Committees or other organisational units of PULS appointed for this purpose. Verification may consist of checking documents or requesting the student to provide a certificate from the competent tax office or municipal office, or other documents confirming the current financial situation.
2. In the event of doubts regarding the awarded scholarship and circumstances affecting entitlement thereto, the FSC or the Interfaculty Scholarship Committee (ISC; Polish: MKS) shall immediately notify the student receiving the scholarship of the need to submit explanations and/or the necessary documents within the specified time limit not exceeding 14 days from receipt of the request.

§ 18

1. The deadline for submitting applications for a social scholarship by students continuing their studies is 20 July, with the possibility to supplement documents regarding siblings' education and lease agreements by 10 October.
2. Candidates admitted to studies may submit an application for a social scholarship immediately after receiving written information on being entered on the list of students, but no later than the end of September.
3. If an application with a complete set of documents is submitted after the deadline referred to in sections 1 and 2, the student receives the social scholarship starting from the month decided by the ISC.
4. An incomplete application submitted without the required documents shall be left unexamined.

III. SCHOLARSHIP FOR PERSONS WITH DISABILITIES

§ 19

1. A scholarship for persons with disabilities may be granted to a student who holds:
 1. a disability certificate;
 2. a certificate of degree of disability;
 3. a certificate of inclusion in a disability group;
 4. a certificate issued by a ZUS medical examiner confirming total incapacity for work, incapacity for independent living, or partial incapacity for work.
2. The scholarship may be granted during the academic year after disability has been established. In such a case, it is granted starting from the month in which the application was submitted.

V. EMERGENCY GRANT

§ 20

1. An emergency grant may be awarded to a student who has temporarily found themselves in a difficult life situation.
2. Events justifying an emergency grant include in particular:
 1. birth of a child;
 2. death of a parent;
 3. serious illness of the student or a member of the student's family;
 4. natural disasters (e.g. fire, flood);
 5. an accident;
 6. other events that may significantly affect the deterioration of the financial situation.
3. The granting of an emergency grant is independent of receiving a social scholarship.

§ 21

1. An application for an emergency grant may be submitted from October until the end of May, with applications submitted in a given month being examined in the following month.
2. In addition to the justification, the following must be attached to the application:
 1. documents confirming the situation presented in the application (e.g. civil registry documents, medical certificates, documents from competent

institutions and offices confirming the circumstances described in the application);

2. certificates of the student's family income, except for students who receive a social scholarship.

V. RECTOR'S SCHOLARSHIP

§ 22

1. The Rector's Scholarship of PULS, hereinafter referred to as the "Rector's Scholarship", may be awarded to a student who has achieved outstanding academic performance, scientific or artistic achievements, or sports achievements in competitions at least at the national level.
2. The Rector's Scholarship is awarded to a student admitted to the first year of studies in the year of taking the matriculation (secondary school-leaving) examination, who is:
 1. a laureate of an international olympiad or a laureate or finalist of a central-level olympiad referred to in the regulations on the education system;
 2. a medalist in at least a sports competition for the title of Polish Champion in the given sport, referred to in the regulations on sport.
3. The Rector's Scholarship is granted to no more than 10% of students in a given programme of study. If the number of students is fewer than 10, the Rector's Scholarship may be awarded to 1 student. Students referred to in section 2 are not included when determining the number of students receiving the Rector's Scholarship referred to in the first sentence.

§ 23

1. The Rector's Scholarship may be awarded only to a student who has completed the year of studies on time, i.e. has completed all compulsory classes for the given year within the required deadline and has obtained at least 40 points.
2. A student's achievements obtained in the previous year of studies are assessed using a points-based method. Points are awarded separately for: grade point average, scientific achievements, artistic achievements, and sports achievements.
3. For the grade point average, points are awarded in an amount equal to the product of that average and 10, provided that:
 1. the list of subjects in the curriculum whose grades constitute the basis for calculating the average is determined by the programme council for the programme of study;

2. failing grades are included in determining the final result for a subject, which is the arithmetic mean of the failing grades and the passing grade.
4. Points for scientific, artistic and sports achievements are awarded according to the catalogue set out in Appendix No. 9 to the Regulations, with the final number of points awarded by:
 1. for scientific achievements – the Rector’s Plenipotentiary for Student Research Clubs;
 2. for artistic achievements – the Head of the Student Culture Centre;
 3. for sports achievements – the President of the University Academic Sports Association (AZS) Club.
5. The student describes their scientific, artistic or sports achievements in the achievements form, using the template constituting Appendix No. 3B to the Regulations, and attaches evidence in the form of certified copies of certificates, diplomas, etc., as well as an opinion of the academic supervisor, or an employee of CKF or CKS.
6. The documents referred to in section 5 are submitted by the student to the persons referred to in section 4 by the non-extendable deadline of 7 October.
7. Allocation of points for the student’s additional achievements takes place by 17 October, after which the achievements form is immediately forwarded to the dean’s office.

§ 24

1. The dean’s office totals students’ points and, based on the total number of points, prepares ranking lists of the top 15% of students (rounded up). Separate lists are prepared for each year of studies, jointly for full-time and part-time studies.
2. In the event of an equal number of points, the student’s position on the ranking list is determined by grade point average.
3. Ranking lists prepared according to the scheme: student record number and number of points, approved by the Vice-Dean for Student Affairs, are made available by posting on the notice board of the relevant dean’s office and on the faculty website by 20 October.

§ 25

1. The application for the Rector’s Scholarship referred to in § 2 section 2 is submitted by the student to the competent dean’s office by 25 October.

2. The Vice-Dean for Student Affairs confirms on the student's application the number of points obtained, after which the dean's offices forward all applications together with the students' achievements forms and ranking lists to the Vice-Rector for Student Affairs. The ranking lists are supplemented with the students' names and the total number of students in the year.

§ 26

1. For students commencing second-cycle studies from the summer semester:
 1. the achievements forms referred to in § 23 section 5 are submitted by 10 March;
 2. allocation of points for the student's additional achievements takes place by 15 March;
 3. the ranking lists referred to in § 24 section 1 are prepared by 20 March;
 4. the deadline for submitting applications for the Rector's Scholarship is 25 March.
2. For students commencing second-cycle studies in the summer semester, the Rector's Scholarship is granted for one semester for achievements obtained in the final year of first-cycle studies; however, if first-cycle studies last 7 semesters, only achievements from the 7th semester are taken into account.
3. In the second year of studies referred to in section 1, the scholarship is awarded on the basis of the grade point average from the first semester, which in this case constitutes the first year of studies.

§ 27

1. The Rector's Scholarship is awarded to students ranked highest on the ranking list referred to in § 24 section 1, provided that the number of scholarships awarded may not exceed 10% of the total number of students in the programme of study.
2. The number of students constituting the basis for determining the number of scholarships for a programme of study is established as of 20 October; in the case of students commencing second-cycle studies from the summer semester—as of 20 March.
3. The Rector's Scholarship is awarded in an equal amount, except for the student ranked first, who receives an increased scholarship.

VI. STUDENT WHO IS A FOREIGN NATIONAL

§ 28

1. A student who is a foreign national may apply for the benefits referred to in § 1 section 1 points 2–7.
2. The social scholarship referred to in § 1 section 1 point 1 may be granted to a foreign national who meets one of the following conditions:
 1. holds a permanent residence permit or is a long-term resident of the European Union;
 2. holds a temporary residence permit in connection with the circumstances referred to in Article 159(1) or Article 186(1)(3) or (4) of the Act of 12 December 2013 on Foreign Nationals, i.e. for the purpose of family reunification, or holds an EU long-term resident permit issued by another EU Member State due to the intention to undertake or continue studies in the Republic of Poland, or is a family member of such foreign national with whom they resided in the territory of another EU Member State and accompanied them or intends to reunite with them;
 3. has refugee status granted in the Republic of Poland, or benefits from temporary protection or subsidiary protection in the territory of the Republic of Poland;
 4. holds a certificate confirming knowledge of Polish as a foreign language referred to in Article 11a(2) of the Act of 7 October 1999 on the Polish Language, at least at proficiency level C1, issued by the State Commission for the Certification of Proficiency in Polish as a Foreign Language;
 5. holds a Polish Card (Karta Polaka) or a decision confirming Polish origin;
 6. is a spouse, ascendant or descendant of a citizen of the Republic of Poland residing in the territory of the Republic of Poland;
 7. 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 of 12 December 2013 on Foreign Nationals, or resides in the territory of the Republic of Poland in connection with exercising short-term mobility of a researcher under the conditions specified in Article 156b(1) of that Act, or holds a national visa for the purpose of conducting scientific research or development works;
 8. is a citizen of a Member State of the European Union, the Swiss Confederation, or a Member State of the European Free Trade Association (EFTA) – party to the Agreement on the European Economic Area, or a family member of such a citizen, residing in the territory of the Republic of Poland;

9. is 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, or a family member of such a citizen, residing in the territory of the Republic of Poland.
3. A foreign national who meets the condition listed in section 2 point 8 or point 9 may apply for a social scholarship provided that:
 - a) they are a self-employed person or an employee referred to in Article 2 points 5 and 7 of the Act of 14 July 2006 on entry into the territory of the Republic of Poland, stay and departure from that territory of citizens of EU Member States and their family members;
 - b) they retain the right of residence in the cases referred to in Article 17 of the Act referred to in letter a;
 - c) they hold the right of permanent residence.
4. All documents attached to applications for benefits from the scholarship fund must be translated into Polish by a sworn translator.
5. Foreign nationals studying in English-taught second-cycle programmes may receive the Rector's Scholarship exclusively in the second year of studies, in accordance with the rules set out in Chapter V.
6. The ranking list referred to in § 24 section 1 is prepared from among the best second-year students, in the number of 10% of all students of a given English-taught programme of study.

VII. PROCEDURE FOR ISSUING DECISIONS ON GRANTING A BENEFIT

§ 29

1. Decisions concerning benefits referred to in § 1 section 1 points 1–4 are issued and delivered in electronic form. These decisions are signed with an electronic signature by the chair of the committee. The student receives the decision in their account in the Virtual Dean's Office.
2. An appeal against decisions of the Faculty Scholarship Committee (FSC; Polish: WKS) and the Interfaculty Scholarship Committee (ISC; Polish: MKS) may be lodged with the Appeals Scholarship Committee (ASC; Polish: OKS) within 14 days from the date of receipt of the decision. The appeal shall be submitted through the committee that issued the decision.
3. The Rector, by way of an administrative decision, repeals a decision of the FSC, ISC or ASC that is inconsistent with provisions of law.

§ 30

1. If it is established that a student obtained a benefit on the basis of untrue data, the Vice-Rector for Student Affairs or the Vice-Dean for Student Affairs suspends the enforcement of their decision, i.e. suspends payment of the benefit.
2. A scholarship received on the basis of untrue data is subject to repayment and is transferred to the PULS scholarship fund, and the case may be referred to the Student Disciplinary Committee.
3. Where the circumstances of the case affecting the determination of entitlement to a benefit referred to in § 1 section 1 points 1–4 require confirmation by a document other than those listed in the Regulations, an employee of the Student Welfare Office (SWO; Polish: SSSB) determining the student's family income may request supplementary documents.

§ 31

The proceedings concerning the granting of benefits are governed accordingly by the provisions of the Act of 14 June 1960 – the Code of Administrative Procedure and the provisions on challenging decisions before an administrative court.

VIII. FINAL PROVISIONS

§ 32

1. The detailed deadlines referred to in the Regulations apply to business days. If a deadline falls on a Saturday or Sunday, it is extended to Monday.
2. In matters not regulated by the provisions of the Regulations, the provisions of the Law on Higher Education and Science and the provisions of the Code of Administrative Procedure shall apply.
3. Appendices No. 1–10 listed in the Regulations form an integral part thereof.