

RECTOR
OF SGH WARSAW SCHOOL OF
ECONOMICS

ADOIL.021.161.2019

RECTOR'S ORDER

NO. 18

of 8 May 2019

on the payment for issuing some documents to students and graduates of first and second cycle programmes at SGH Warsaw School of Economics

Pursuant to art. 23.2.10, in connection with art. 78.4 and 5 and art. 79.2 and 3 of the act of 20 July 2018 - the Law on Higher Education and Science (Journal of Laws item 1668, as amended) hereinafter referred to as "the Act" and in connection with § 36-37 of the ordinance of the Minister of Science and Higher Education of 27 September 2018 on university programmes (Journal of Laws item 1861, as amended) it is ordered as follows:

§ 1

SGH Warsaw School of Economics, hereinafter referred to as "the University" shall collect payments for issuing documents to students and graduates of the first and second cycle programmes, in the following amounts:

1) 20 PLN:

a) for issuing an additional copy in a foreign language of:

- university graduation diploma,
- diploma supplement

other than the copy issued pursuant to art. 77.2 of the Act,

b) for issuing a duplicate of:

- university graduation diploma,
- diploma supplement

2) 22 PLN - for issuing an electronic student ID;

3) 33 PLN - for issuing a duplicate of the electronic student ID.

§ 2

A fee of 26 PLN shall be collected for certifying documents, pursuant to art. 78.4 of the Act, used in legal dealings abroad.

§ 3

Fees stipulated in the Order shall be paid to the bank account of the University.

§ 4

If a person experiences a particular material hardship or another difficult life situation, the Dean of the relevant programme may decide to offer payment in instalments of the fees stipulated in the Order. An application for the payment in instalments shall require a detailed explanation of the situation in question together with the documents involved.

§ 5

The following shall become invalid:

- 1) Rector's Order No. 15 of 25 April 2014 on the payment for some documents in the course of study issued by the Warsaw School of Economics;
- 2) Rector's Order No. 44 of 8 September 2017 changing Rector's Order No. 15 of 25 April 2014 on the payment for some documents in the course of study issued by the Warsaw School of Economics.

§ 6

The Order shall become effective as of the date of signing, binding as of 1 October 2019.

RECTOR

dr hab. Marek Rocki, prof. SGH