

Regulations for charging fees for educational services, terms and conditions of exemption from student fees and the amount of fees for educational services at Gdańsk University of Technology

§1

1. Gdansk University of Technology charges fees for educational services related to:
 - 1) education at part-time studies;
 - 2) repetition of specific classes at full-time studies due to unsatisfactory results;
 - 3) education during studies in a foreign language;
 - 4) conducting classes not included in the curriculum;
 - 5) teaching foreigners at full-time studies in Polish.
2. Gdańsk University of Technology also charges fees for:
 - 1) recruitment;
 - 2) conducting confirmation of learning outcomes;
 - 3) issuing a student ID and its duplicate;
 - 4) issuing a copy of the diploma of completion of studies and the Diploma Supplement in a foreign language, other than those issued on the basis of Art. 77 para. 2 of the Act of 20 July 2018 Law on Higher Education and Science (Journal of Laws 2018, item 1668);
 - 5) issuing a duplicate of the diploma and diploma supplement;
 - 6) the services of student dormitories and student canteens.
3. The rules of charging fees and exempting from the fees referred to in para. 2 points 3-6 are set out in separate regulations.

§2

1. The amount of fees referred to in §1 may not exceed the costs necessary to create and conduct studies as well as to prepare and implement university strategies.
2. Until the completion of studies by persons accepted for studies from the academic year 2019/2020, the amount of fees set for them can not be increased nor is it possible to introduce new fees for them. This does not apply to increasing the amount of fees for conducting classes not covered by the curriculum referred to in §1 para. 1 point 4.

§3

1. The fee referred to in §1 para. 1 point 2 is collected in the following cases:
 - 1) repeating classes in the failed subject, despite the obligation to pass, thus obtaining an unsatisfactory result;
 - 2) repetition of classes after the resumption of student rights.
2. The principles of calculating fees for educational services provided at full-time studies are attached as Annexe 1 to these Regulations.
3. The fee for repetition of classes is calculated on the basis of the total number of hours of repeated classes, while the fixed rate for repetition for one hour of classes is specified in Annexe 2 to these Regulations. The rate applies to full-time studies in both Polish and foreign languages.
4. The Dean may divide the fee for repetition of classes into installments or extend the deadline for paying fees.
5. The Dean may exempt a student from repeating part of the course in a repeated subject (lecture, classes, laboratory, project, seminar), if there is a confirmation in the MojaPG system that the student has mastered the material in the given form of classes. In this case, when calculating the fee for repetition of classes, only the hours of classes that need to be repeated are taken into account. At the Faculty of Architecture, it is permissible to provide the Dean's office with confirmation of the student's mastery of material from a given form of classes in paper form.
- 5a. For repeating "Master's diploma thesis", "Engineering diploma project", "Engineering diploma thesis", "Bachelor's diploma thesis" or "Master's diploma project" the fee in the amount of PLN 40 shall be incurred for every ECTS credit. Should hours be ascribed to the above-mentioned positions, the fee for repetition shall be calculated on the basis of the total number of hours of repeated classes.
6. For the participation in classes not covered by the curriculum, full-time students pay a fee per 1 hour in the amount specified in Annexe 2 to these Regulations depending on the faculty.
7. The amount of fees related to the education of foreigners in full-time studies in Polish is specified in Annexe 4 to these Regulations.

§4

1. The Faculty is obliged to present the Rector annually with proposals for the amount of tuition fees for individual part-time first and second-cycle studies before 15 April.

2. The amounts of fees for educational services related to the education of students at part-time studies are specified in Annexe 5 to these Regulations.
3. At part-time studies, the fee for repeating subjects or classes resulting from curriculum differences is calculated on the basis of the total number of hours. The rate for one hour of classes is calculated by dividing the total tuition fee for the entire period of study by the number of hours in the curriculum and rounding the rate to PLN 1.
4. The fee for students of part-time studies directed by the dean to an individual study plan is calculated in a given semester depending on the number of didactic hours.

§ 5

1. Fees must be paid in accordance with the invoices shown in the MojaPG system.
 - 1) In the case of full-time studies, the payment may not be made later than
 - a) 15 October in the winter semester
 - b) 31 March in the summer semester.
 - 2) In the case of part-time studies, payment is made in installments on the following dates:
 - a) in the winter semester:
 - I installment - until 30 October,
 - II installment - until 30 November,
 - III installment - until 30 December;
 - b) in the summer semester:
 - I installment - until 30 March,
 - II installment - until 30 April,
 - III installment - until 30 May.
 - 3) Tuition fees charged for studies from foreigners are paid per semester, once, before the beginning of the semester. The fee for the first semester should be paid on time, according to the recruitment schedule.
2. In special cases, the Dean may set individual payment deadlines.
3. Gdańsk University of Technology is not responsible for the consequences of erroneous classification of the payment, resulting from the circumstances on the part of the student paying, in particular as a result of entering an incorrect bank account number.
4. If the payment is not made on time, the Dean requests the student to pay it within 14 days from the date of the delivery of the request for payment, under the threat of being removed from the student register.
5. The conditions for charging fees for educational services referred to in § 1 are specified in the contract concluded between the university and the student or a person admitted to study, in writing. The model contract is specified in a separate Decree of the GUT Rector.
6. The student's statement regarding the resignation from studies is tantamount to termination of the contract.
7. In the case of a written resignation from studies after the beginning of teaching or when the student is deleted from the student register, the student is entitled to reimbursement of the fee paid in proportion to the non-completed classes covered by the curriculum and costs incurred by the University, counting from the day on which the student submitted his/her resignation from studies or was removed from the student register. The decision on the matter is made by the Dean.
8. In the case of a written resignation from studies after the beginning of teaching or deletion from the student register and failure to pay the required fees, the University may claim overdue fees in proportion to the classes included in the curriculum and costs incurred by the University.

§ 6

1. After consulting the Dean and the Faculty Student Council the Rector may exempt the student from the obligation to pay fees for educational services in whole or in part, if the person is in a particularly difficult financial situation caused by an accidental event of an urgent nature.
2. The Rector may exempt the student from the obligation to pay fees for educational services in the part not exceeding 10% of the fees, if the average grade for the previous year of study is at least 4.8.
3. The students may appeal in the cases discussed in para. 1 and 2 within the following deadlines:
 - 1) until the beginning of the winter semester, when the application concerns the winter semester or the entire academic year,
 - 2) until the beginning of the summer semester, when the application concerns the summer semester.

§ 7

1. The amount of the fee for conducting the admission procedure is specified in the current regulation of the Minister of Science and Higher Education regarding studies.
2. There is a one-time fee for conducting the admission procedure at Gdańsk University of Technology irrespective of the number of courses selected by the candidate in the given form of study and of the form of education.
3. The fee for the admission procedure is refundable only in the following cases:
 - 1) when the given field of study was not opened due to the insufficient number of candidates,
 - 2) when the candidate paid more than one recruitment fee.

4. Return of the recruitment fee in the cases referred to in para. 3, takes place on the basis of an application submitted to the Education Office or to the International Relations Office (in the case of foreigners) together with the attached payment confirmation.
5. In the case of admission for the winter semester, the refund application may be submitted by the end of October of the year in which the admission took place, while in the case of admission for the summer semester until the end of February of the year in which the admission took place. In the cases other than mentioned above, the fee for the admission procedure is not refundable and the application submitted in this case will not be considered.

§8

1. The amount of the fee for confirming the learning outcomes depends on the number of ECTS credits assigned to the learning outcomes of a given curriculum in a specific field, level and profile of education.
2. The amount of fees for confirming learning outcomes may not exceed its costs by more than 20%.
3. For 1 ECTS credit of the curriculum corresponding to the learning outcomes requested, a fee of PLN 250 must be paid.

§8a

1. A fee is set for the recognition (nostrification) of diplomas of completion of studies abroad and for the proceedings for confirmation of completion of studies at a certain level in the amount of PLN 3.000.
2. The fee is paid irrespective of the results of the recognition procedure.
3. The fee should be paid to the account of the International Relations Office within 14 days of submitting the application.

§9

The following fees for additional services provided by the Language Center are established:

- 1) for issuing a certificate for students and employees of Gdańsk University of Technology confirming the level of foreign language mastery, according to the CEFR scale applicable in the European Union countries - a fee of PLN 25,
- 2) for issuing a certificate of language competence level - a fee of PLN 100,
- 3) for additional classes in a foreign language - a fee of 12 PLN per 1 lesson hour.

§10

1. In matters related to charging of fees for educational services not regulated by the Law on Higher Education and Science or other generally applicable laws and the GUT Statute, this Decree or the contract, the decision is taken by the Rector.
2. Students who started their studies prior to the entry into force of this Decree, pay fees on the previous terms.
3. Contracts with students concluded before the academic year 2019/2020 remain valid. The provisions of Art. 160a of the Act of 27 July 2005 Law on Higher Education (consolidated text, Journal of Laws of 2017, item 2183, as amended) are applied in matters concerning them.



Annexe 1

to the Regulations of charging fees for educational services, conditions and procedure for exempting students from fees and the amount of fees for educational services at Gdańsk University of Technology

1. The calculation of fees includes cost data and data on the number of students as of 31 December of the previous calendar year
2. The method of calculating the hourly rate k_m for educational services provided by the m th Faculty ($m = 1, 2, \dots, p$) is defined by the formula below:

$$k_m = \frac{K_{d.dot.} + K_{rem.}}{\sum_{i=1}^n (S_i \cdot g_i)},$$

where:

$K_{d.dot.}$ – costs of teaching activities financed from faculty subsidies,

$K_{rem.}$ – renovation costs at the faculty,

n – number of departments at the faculty,

p – number of faculties at GUT,

S_i – number of students per year in the i -th field,

g_i – average number of hours per year in the i -th field,

where the average number of hours g_i during a year is set as the quotient of the number of hours in the study program of the i -th field of study to the number of years of study in the i -th field of study program.

1. If the value of the hourly rate k_m at the m -th faculty calculated in the above way is higher than the value of the average hourly rate for the entire k_{PG} university (calculated in the same way as in p. 2 for the whole university), the calculation takes into account the average hourly rate of k_{PG} multiplied respectively by the number of hours of didactic classes for which the student is obliged to pay according to the contract.
2. In the inter-faculty field of study, the amount of the hourly fee for educational services will result from the average value of the fee that is used at the faculties that conduct a given field.
3. If the faculty's financial condition allows, the rector, at the dean's request, may limit the increase in the hourly rate.



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Annexe 2

to the „Regulations of charging fees for educational services, conditions and procedure for exempting students from fees and the amount of fees for educational services at Gdańsk University of Technology”

The cost of education per one hour of full-time studies

Faculty	Per one lesson hour [PLN]
Architecture	15.00
Chemistry	17.00
Elektronics, Telecommunications and Informatics	17.00
Electrical and Control Engineering	17.00
Applied Physics and Mathematics	17.00
Civil and Environmental Engineering	15.00
Mechanical and Ocean Engineering <i>Mechanical and Medical Engineering</i> <i>Mechanical Engineering and Machine Construction</i> <i>Mechatronics</i> <i>Ocean Engineering</i> <i>Transport</i> <i>Management and Production Engineering</i>	17.00 17.00 17.00 14.00 14.00 17.00
Management and Economics	14.00
Inter-Faculty Field of Study	Per one lesson hour [PLN]
Power Engineering	15.00
Biomedical Engineering	17.00
Data Engineering	16.00
Materials Engineering	17.00
Coastal and Off-shore Engineering	14.00
Space and Satellite Technologies	17.00



Annexe 3

to the "Regulations of charging fees for educational services, conditions and procedure for exempting students from fees and the amount of fees for educational services at Gdańsk University of Technology"

The amount of fees for studies in a foreign language

Faculty Field of Studies	Per 1 semester of studies	
	Polish citizens [PLN]	Non-nationals [PLN]
Architecture <i>Architecture Master's degree studies</i>	–	6 000.00
Chemistry <i>Green Technologies and monitoring, Bachelor's degree studies</i>	–	8 600.00
<i>Green Technologies and monitoring, Master's degree studies</i>	–	8 600.00
Electronics, Telecommunications and Informatics <i>Data Engineering, Bachelor's degree studies</i>	–	8 600.00
<i>Automatics, cybernetics and robotics, Master's degree studies</i>	–	8 600.00
<i>Electronics and Telecommunications, Master's degree studies</i>	–	8 600.00
<i>Informatics, Master's degree studies</i>	–	8 600.00
Electrical and Control Engineering <i>Power Engineering, Bachelor's degree studies</i>	–	8 600.00
Applied Physics and Mathematics <i>Nanotechnology, Master's degree studies</i>	–	6 450.00
Civil and Environmental Engineering <i>Building structures, Master's degree studies</i>	–	8 600.00
<i>Geodesy, Master's degree studies</i>	–	8 600.00
<i>Environmental Engineering Master's degree studies</i>	–	8 600.00
Mechanical and Ocean Engineering <i>Power Engineering, Bachelor's degree studies</i>	–	8 600.00
<i>Mechanical Engineering and Machine Construction, Bachelor's degree studies</i>	–	8 600.00
<i>Mechanical Engineering and Machine Construction, Master's degree studies</i>	–	9 000.00
<i>Ocean Engineering, Master's degree studies</i>	–	8 600.00
Management and Economics <i>Data Engineering Bachelor's degree studies</i>	–	8 600.00
<i>Management, Bachelor's degree studies</i>	1 000,00	8 600.00
<i>Economic Analytics, Master's degree studies</i>	–	10 750.00
<i>Management, Master's degree studies</i>	–	10 750.00



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Annexe 4

to the Regulations of charging fees for educational services, conditions and procedure for exempting student s from fees and the amount of fees for educational services at Gdańsk University of Technology "

The amount of fees for foreigners at full-time studies in Polish

Faculty	Per 1 semester of studies [PLN]
Architecture	
<i>Bachelor's degree studies</i>	4 300.00
<i>Master's degree studies</i>	4 300.00
Chemistry	
<i>Bachelor's degree studies</i>	5 500.00
<i>Master's degree studies</i>	5 500.00
Electronics, Telecommunications and Informatics	
<i>Bachelor's degree studies</i>	5 375.00
<i>Master's degree studies</i>	6 665.00
Electrical and Control Engineering	
<i>Bachelor's degree studies</i>	4 300.00
<i>Master's degree studies</i>	6 450.00
Applied Physics and Mathematics	
<i>Bachelor's degree studies</i>	4 300.00
<i>Master's degree studies</i>	4 300.00
Civil and Environmental Engineering	
<i>Bachelor's degree studies</i>	5 500.00
<i>Master's degree studies</i>	5 500.00
Mechanical and Ocean Engineering	
<i>Bachelor's degree studies</i>	4300.00
<i>Master's degree studies</i>	4300.00
Management and Economics	
<i>Bachelor's degree studies</i>	5 375.0
<i>Master's degree studies</i>	6 450.00



Annexe 5

to the „Regulations of charging fees for educational services, conditions and procedure for exempting students from fees and the amount of fees for educational services at Gdańsk University of Technology”

Fees for part-time studies

Faculty	Field of study	Bachelor's degree studies		Master's degree studies	
		Per semester [PLN]	Per lesson hour [PLN]	Per semester [PLN]	Per lesson hour [PLN]
Elektronics, Telecommunications and Informatics	Informatics	2 650.00	13.00	2 980.00	17.00
Electrical and Control Engineering	Electrical and Control Engineering / Electrical and Control Engineering and Control Systems			2 860.00	15.00
	Electrical Engineering	2 550.00	12.00	2 580.00	14.00
Civil and Environmental Engineering	Building Structures	2 550.00	13.00	3 000.00	16.00
	Geodesy	2 850.00	13.00		
	Environmental Engineering	2 650.00	13.00	2 700.00	14.00
Mechanical and Ocean Engineering	Mechanical Engineering and Machine Construction	3 160.00	15.00	3 200.00 ¹ 3 390.00 ²	16.00 ¹ 17.00 ²
	Ocean Engineering	2 500.00	12.00	2 500.00	15.00
Management and Economics	Economic Analytics	1 900.00	12.00	2 100.00	12.00
	Management			2 100.00	12.00
	Bachelor in Management	1 900.00	13.00		

¹ specialization: Computer and Experimental Methods in Mechanical Engineering

² specialization: Facilities and Infrastructure Protection Engineering