

Order No. 2/2015 of the Chancellor of the Warsaw Film School

dated 26th August
2015 on the type
and amount of
remuneration for the
educational services
rendered at the
Warsaw Film School
within undergraduate
studies with respect to
the majors conducted
in a foreign language

Pursuant to Article 99 Section 4 of the Higher Education Act dated 27th July 2005 (Journal of Laws of 2012, item 572 as further amended) and pursuant to § 7 Section 2 of the Rules and Regulations of the Warsaw Film School attached as schedule to Resolution No. 53/2013 adopted by the Senate of the Warsaw Film School dated 10th April 2014, I hereby order as follows:

§ 1

1. Warsaw Film School, hereinafter referred to as the 'School' shall collect remuneration for the educational services related to:
 - a) education of full-time and part-time students (tuition);
 - b) repeating particular classes of full-time and part-time studies;
 - c) resumption of studies in connection with their continuation after prior interruption of studies by a student.
2. Irrespective of remuneration specified in Section 1, one-off fees shall be collected for:
 - a) procedure related to the admission to studies in the form of recruitment fee and entry fee;
 - b) issuance of a student ID card and its duplicate;
 - c) issuance of a graduation diploma, its duplicate and additional certified copy translated into a foreign language;
 - d) legalization of documents intended for legal transactions abroad.

§ 2

1. Recruitment fee shall equal EUR 45 for all majors and specializations carried out in a foreign language.
2. Recruitment fee payment date shall be specified in accordance with the recruitment timetable for 2014/2015.
3. The recruitment fee shall not be refundable.

§ 3

1. The entry fee for full-time (daily) studies of Film and Multimedia, specializing in Film Directing, Cinematography, and Screenwriting shall be EUR 1,000.
2. The entry fee shall be paid before the lapse of 14 days from signing the educational agreement.
3. The entry fee shall not be refundable.

§ 4

1. Tuition for full-time (daily) studies of Film and Multimedia specializing in Film Directing, Cinematography, and Screenwriting shall be paid as chosen by a student when signing agreement on education in accordance with the following options:
 - a) on a monthly basis- EUR 500.00 from October to June inclusive
 - b) on a yearly basis - EUR 4,500.00
2. Payment due dates:
 - a) following installments of tuition on a monthly basis – by 5th day of each month,
 - b) payment due dates on a yearly basis – up to 5th October 2015 in full amount,
3. The tuition paid on a yearly basis per one academic year shall be lower than the tuition payable on a monthly basis by a one-month installment, however it shall be assumed that July is a month free of fees in each year of study.

4. A student who has resigned from the studies during the academic year and a student who has been removed from the students register is obliged to pay tuition in the amount proportional to the period starting with the commencement of academic year and ending on the date on which the student submitted a written resignation to the School or the date on which the decision on the student's removal from the students register became final. In the case of the payment of the fee of higher amount, the payment shall be proportionally refundable, i.e. after setting off the payment for the above mentioned period.

§ 5

1. The School shall collect additional fees:

- a) for the issuance of a student's ID duplicate - PLN 10.00
- b) for the issuance of a graduation diploma with two certified copies - PLN 60.00
- c) for the issuance of additional certified copy of a diploma translated into a foreign language - PLN 40.00

2. The fees specified in Section 1 shall be payable in advance.

§ 6

The following fees connected with non-standard course of study shall be established:

- a) for repeating a year or a semester of studies – full fee in accordance with the catalogue of fees for a given major or specialization,
- b) for admission to conditional continuation of studies during a given semester and passing courses covered by the conditional entry – fee of PLN 400.00 for each course,
- c) due date of payment for admission to conditional continuation of studies and passing courses covered by the conditional entry – prior to the lapse of 14 days from the issuance of the decision at issue.

§ 7

Bank account number for fees:

Bank Name: PKO BP

Account number: PL 27 1240 1040 1978 0010 6277 5282

SWIFT/ BIC: PKOPPLPW

Bank account owner: Warszawska Szkoła Filmowa

§ 8

The order shall be effective upon its signature.

The Chancellor of the Warsaw Film School

Maciej Ślesicki, PhD