

**Regulations of promotions for students of the DSW
University of Lower Silesia in Wrocław
starting their studies in the academic year 2024/2025 and
admitted between 28.05.2024 and 26.06.2024.**

Terms used in these Regulations:

Merito Group - which includes: DSW Lower Silesia University in Wrocław, WSB Merito University in Gdansk, WSB Merito University in Poznan, WSB Merito University in Wrocław.

Merito Group Graduate - a person who holds a degree from one of Merito Group universities:

- a) first-cycle, second-cycle, uniform Master's degree studies,
- b) postgraduate or MBA studies,
- c) if a student wishes to study on a degree subsequent to the one they are currently enrolled in, Merito Group Graduates include students who are in their final year of higher education at Merito Group, provided they pass the diploma exam no later than 6 months after completing the final semester.

Merito Group Graduate is also a person who holds a diploma or post-secondary, senior secondary school or technical secondary school certificate run by TEB Edukacja sp. z o. o.

Auditing Student is a person who has a signed agreement to participate in classes as an **Auditing Student** in a second-cycle studies.

DSW University of Lower Silesia in Wrocław, hereinafter referred to as DSW University.

PART A

§1

SUBJECT OF THE REGULATIONS

1. The Regulations set forth the rules for granting, determining the amount and implementing benefits in the form of promotions and other rights available to Candidates for studies, Auditing Students and Graduates of Merito Group universities.
2. The promotions for Merito Group Graduates universities specified in these Regulations may also be used by graduates of the following universities: School of Law and Diplomacy in Gdynia, Poznan Higher School of Technology and Life Sciences, Wielkopolska Higher School of Tourism and Management in Poznan, Higher School of Management and Finance in Wrocław, Higher School of Economics and Tourism in Szczecin, Higher School of Philological Education in Wrocław, Higher Schools of Banking and the University of Lower Silesia in Wrocław.
3. The following promotions are in effect at the DSW University:
 - a. Temporary promotions for University Candidates.
 - b. Other promotions in place at the DSW University (PART B of the Regulations).

§2

TEMPORARY PROMOTIONS IN FIRST-CYCLE AND UNIFORM MASTER'S DEGREE STUDIES

1. Temporary promotion details:
 - a) **1285 PLN - for Merito Group Graduates.** The promotion includes: entry fee promotion of 85 PLN and tuition fee promotion of 1 200 PLN
 - b) **885 PLN - for Candidates who are not Merito Group Graduates.** The promotion includes: entry fee promotion of **85 PLN** and tuition fee promotion of **800 PLN**.
2. A University Candidate who meets all of the following conditions is entitled to use the entry fee and tuition fee promotions:
 - a) applies online via the Application form during the period from 28 May 2024 to 26 June 2024;
 - b) submits a complete set of documents and signs the contract for the provision of education services within a set deadline:
 - for those who passed their Matura exam before 2024, up to 7 days from the date of application sent through the Application form,
 - for those who passed their Matura exam in 2024, up to 7 days from the date of issuance of their certificate of secondary education

according to the Central Examination Board (CKE) schedule.

3. The tuition fee promotion mentioned in §2.1 is settled in the first year of study provided that it is completed according to the schedule.
4. The promotion is settled on the basis of the standard tuition fee for the selected study program, included in the contract for the provision of education services applicable to the Student, in proportion to the number of installments selected by the Student.
5. Promotions for TEB Education schools graduates are only available for first-cycle and uniform Master's degree studies conducted at Merito Group universities.

§3

TEMPORARY PROMOTIONS IN SECOND-CYCLE STUDIES

1. Temporary promotion details:
 - a. **1285 PLN for Merito Group Graduates.** The promotion includes: entry fee promotion of 85 PLN and tuition fee promotion of 1200 PLN
 - b. **885 PLN - for Candidates who are not Merito Group Graduates.** The promotion includes: entry fee promotion of 85 PLN and tuition fee promotion of 800 PLN
2. A University Candidate who meets all of the following conditions is entitled to use the entry fee and tuition fee promotions:
 - a) applies online via the Application form during the period from 28 May 2024 to 26 June 2024;
 - b) submits a complete set of documents and signs the contract for the provision of education services within a set deadline:
 - a. Applicants who hold a university graduation diploma: **7 days from the date of application through the Application form;**
 - b. Applicants taking their diploma exam in the first round of exams in 2024: **by 10.08.2024**
 - c. Applicants taking their diploma exam in the second round of exams in 2024: **by 15.10.2024.**
3. The tuition fee promotion mentioned in §3.1 is settled throughout two years of study, provided that they are completed according to the schedule.
4. The promotion is settled on the basis of the standard tuition fee for the selected study program, included in the contract for the provision of education services applicable to the Student, in proportion to the number of installments selected by the Student.
5. For 4 - semester studies, the tuition fee promotion is divided in the following proportions:
 - a. for Merito Group Graduates: 600 PLN in the first year of studies and 600 PLN in the second year of studies,
 - b. for Candidates who are not Merito Group Graduates: 400 PLN in the first year of studies and 400 PLN in the second year of studies.
6. For 3 - semester studies, the tuition fee promotion is divided in the following proportions:
 - a. for Merito Group Graduates: 400 PLN per semester,
 - b. for Candidates who are not Merito Group Graduates: 267 PLN per semester.
7. Promotions for TEB Education schools graduates are not available second-cycle studies conducted at Merito Group.

§4

ROUNDING UP PROMOTION AMOUNTS INCLUDED IN PART A

If the promotion amount is not divisible by the number of selected installments, then the sum of all granted promotions is rounded up to the nearest whole PLN in favor of the Student.

PART B

OTHER PROMOTIONS IN PLACE AT THE DSW UNIVERSITY IN WROCLAW

§5

VIS PROGRAM - "Study for free" FOR STUDENTS OF FIRST-CYCLE AND UNIFORM MASTER'S DEGREE STUDIES

1. The University offers a promotion in the form of a tuition waiver for the first semester of first-cycle and uniform Master's degree studies, for students who have met at least one of the following conditions:
 - A. Students who have achieved the appropriate percentage of points from 2 subjects in the written Matura exam passed in Poland are granted the following promotion:
 - 190 -194 points - 50% promotion in tuition fees
 - 195 - 200 points - 100% promotion in tuition fees

If the student passed the written exam in a given subject at both levels (basic and extended), the level with the higher percentage of points is chosen.

Total percentage of points is taken from one of the following sets of subjects:

- a) foreign language and Polish or
 - b) foreign language and mathematics or
 - c) foreign language and geography or
 - d) foreign language and civic education or
 - e) foreign language and computer science or
 - f) foreign language and physics and astronomy or
 - g) foreign language and chemistry
- B. Students who have passed the International Baccalaureate (IB) or the European Baccalaureate (EB) and who have earned an appropriate number of points on their diploma according to the following grade conversion factor from one of the following sets of 2 subjects:
- a) foreign language and Polish or
 - b) foreign language and mathematics or
 - c) foreign language and geography or
 - d) foreign language and computer science or
 - e) foreign language and economics or
 - f) foreign language and management or
 - g) foreign language and information technology, are awarded one of the following promotion:
 - a. 190 -194 points - 50% promotion in tuition fees
 - b. more than 195 points - 100% promotion in tuition fees.

Conversion of grades to points:

IB		EB	
Ocena SL – standard level	Liczba punktów	Ocena SL – standard level	Liczba punktów
7	100 pkt	9,51-10,00	100 pkt
6	86 pkt	9,01-9,50	90 pkt
5	72 pkt	8,51-9,00	80 pkt
4	58 pkt	8,01-8,50	70 pkt
3	44 pkt	7,51-8,00	60 pkt
2	30 pkt	7,01-7,50	50 pkt
		6,51-7,00	40 pkt
		6,01-6,50	30 pkt
Ocena HL – higher level	Liczba punktów	Ocena HL – higher level	Liczba punktów
7	130 pkt	9,51-10,00	130 pkt
6	112 pkt	9,01-9,50	117 pkt
5	94 pkt	8,51-9,00	104 pkt
4	75 pkt	8,01-8,50	91 pkt
3	57 pkt	7,51-8,00	78 pkt
2	39 pkt	7,01-7,50	65 pkt
		6,51-7,00	52 pkt
		6,01-6,50	39 pkt

- C. Students who are exempted from at least one of the subjects of the written part of the Matura exam will be granted a 100% tuition waiver for the first semester in first-cycle and uniform Master's studies.
- D. Winners of DSW-sponsored competitions at the secondary school level will be awarded promotion in accordance with the certificate or promise containing a statement of the awarded promotion details.
- 2. Promotions referred to in §5.1 do not add up.
- 3. The promotion referred to in §5.1 can be used only once during the course of study, within a single field of study
- 4. The promotion referred to in §5.1 is granted only on the basis of the application submitted by the candidate during the course of the admission procedure. After admission is completed, the promotion indicated in §5.1 cannot be granted.
- 5. The rules for granting promotions in the second semester of first-cycle and uniform Master's degree studies are determined by a separate Decision of the Faculty Dean.

PROMOTION 'SECOND FIELD OF STUDY'

1. The opportunity to study in a second field of study is available to candidates for admission to first-cycle and uniform Master's degree studies or a second-cycle studies, both in full-time and part-time form (hereinafter also known as "Candidates") who meet the conditions set forth in the DSW University's admission rules and who are Students at the DSW University.
2. The promotion applies to Candidates enrolled to a first semester of the second field of study at the DSW University, at the same time already studying at the DSW University.
3. The promotion does not apply to Students enrolled to a higher semester of the second field of study, as well as to Students on leave from their primary field of study.
4. The promotion consists of a **35%** reduction of the **standard tuition fee** in the first year of study contained in the Student's contract for the provision of education services in force in relation to the fees provided for the second field of study in proportion to the number of installments and system of paying tuition fees chosen by the Student. The year of study referred to in the preceding sentence is understood as two consecutive semesters counting from the semester in which the studies were undertaken at the DSW University. The promotion is granted during the period of simultaneous studying on both fields of study, for the field of study that has a lower annual tuition value.
If the Student starts studying two fields at the same time, the tuition discount is calculated for the field with the lower tuition.
5. The promotion is extended for the next year of study in accordance with the conditions specified in §6.9.
6. The term "primary field of study" defines the field that was first started by the Student and is continued while applying for the opportunity to use the "Secondary field of study" promotion.
7. The Candidate is required to provide a certificate of studying in the primary field of study at the DSW University along with the enrollment documents. Such certificate must include the expected date of completion of studies and information on any leave of absence from classes.
8. The Student using the promotion is not eligible for other promotions available at the DSW University in the second field of study, except for the enrollment fee promotion in the amount appropriate to the date of enrollment, granted under the terms of temporary promotion.
9. To use the promotion the Student must provide a certificate of student status in the primary field of study at the DSW University to the student financial services department.
This must be done every semester, no later than 31 October (the date of issuing the certificate after 01 October) or 31 March (the date of issuing the certificate after 15 March), depending on the semester. Such certificate must include the expected date of completion of studies and information on any leave of absence from classes.
10. If a Student in a given year will study only one semester in the primary field of study, the promotion will be granted only in that semester.
11. If the Student fails to provide a certificate of study in the primary field of study at the DSW University within the time limits specified in §6.9, is removed from the list of students, finishes their studies, or is directed to a leave of absence from the primary field of study, the Student forfeits the right to use the promotion, but may continue their studies under the general conditions specified in the University Regulations.
12. The Student who has not provided a certificate of study of their primary field of study at the DSW University pays standard tuition fees in accordance with the table contained in the Student's contract for the provision of education services, starting from the beginning of the semester in which the Student has not provided such a certificate. If the Student is removed from the list of students, finishes their studies, or is directed to a leave of absence from the primary field of study, the Student pays the standard tuition fees in accordance with the table contained in the Student's contract for the provision of education services, starting from the fee for the period following the period in which the Student lost the right to use the promotion.
13. The Student in a second field of study is subject to additional fees in the amount and deadlines indicated in the table contained in the Student's contract for the provision of education services.

§7

PROMOTIONS FOR CURRENT ORPHANAGE RESIDENTS

Students who are currently in orphanage/foster care, or who have aged out of foster care during the year in which they start studying at the University, receive a 100% tuition discount for the first year of study

COMPANY PROMOTIONS: HOLDING AGREEMENTS OR THE "COMPANY" PROGRAM

1. Detailed promotion rules are set out in the "Company" Program agreement concluded between the DSW University and a given company or a holding agreement between the Merito Group universities and a given company.
2. Company promotions are not cumulative with other promotions specified in these Regulations.
3. Promotions listed in §8.1 are granted on the basis of a document confirming employment resulting from the "Company" Program Agreement or Holding Agreement concluded between the Merito Group universities and a given company, submitted along with other documents required for admission to studies at the Admissions and Sales Office by the deadline for the end of admission procedure.
4. At the end of each year of study, in order to continue promotion in the following year, a scan of the document confirming continued employment must be sent to the local Agreement Supervisor (to the e-mail address: biznes@dsw.edu.pl) by 30 September 30 in the summer semester, and by 28 February in the winter semester (this does not apply when the payment for studies is made by the company). Documents confirming employment are:
 - a) employment certificate of from the employer, or
 - b) official company ID card (submitted for inspection).

§9

PROMOTIONS FOR FOREIGNERS

1. One-time adaptation fee in Polish and English for Foreigners who do not enjoy the right to treatment equal to Polish citizens or the right to treatment no less favorable than foreigners treated equally to Polish citizens are regulated by separate resolutions of the Senate of the DSW University of Lower Silesia in Wroclaw, and their provisions are also included in §5 of the fee Regulations.
2. Foreigners who have graduated from a secondary school or university in Poland are granted a promotion in both Polish and English language studies in the amount of 100% exemption from the adaptation fee. During the admission procedure, it is necessary to present a Polish high school diploma or a diploma of completion of first- or second-cycle studies or uniform Master's studies in Poland.
3. Foreigners who are graduates of the DSW University of Lower Silesia in Wroclaw or the Chorzow branch of the DSW University of Lower Silesia in Wroclaw, are granted a promotion in the registration fee and in the tuition fee that graduates of Merito Group universities are entitled to, both for Polish and English language studies, as well as a promotion of 100% exemption from the adaptation fee. During the admission procedure, it is necessary to show a diploma of graduation from one of the above Universities.

§10

DSW UNIVERSITY OF LOWER SILESIA PASSPORT

The Passport Program at the DSW University of Lower Silesia in Wroclaw within the Merito Group is implemented through:

1. Assistance from the Career Offices of all Merito Group Universities in accessing job opportunities.
2. Possibility of changing the home university to another Merito Group University for first-cycle, second-cycle, uniform Master's studies during the course of study without paying registration fees. Decisions on individual admission are made by the Faculty Dean.
3. Possibility of using the library collections of Merito Group universities.

§11

RULES FOR COMBINING PROMOTIONS

1. Promotions are not cumulative except for decisions of the Senate and individual decisions of the Chancellor of the DSW University of Lower Silesia in Wroclaw.
2. The amount of granted promotions may not exceed the amount of 100% of the tuition fee applicable to the Student. This means that in the case of fulfilling the conditions for granting a promotion in the total amount of more than 100% of the tuition fee, the Student does not have the right to claim the payment of the unpaid amount from the DSW University of Lower Silesia in Wroclaw or to pay it in another period or in any other way.
3. In the case of obtaining the right to more than one promotion in accordance with §11.1, each subsequent promotion is calculated on the amount of tuition reduced by the previously granted one, subject to the provisions of §8.
4. Settlement of promotions is done in the following order: first - the amount value, next - the percentage value.

5. The promotions set forth in these Regulations do not apply to additional fees included in the Student's contract for the provision of education services.

§12

ROUNDING UP PROMOTIONS INCLUDED IN PART B

1. If the promotion amount is not divisible by the number of selected installments, then the sum of all granted promotions is rounded up to the nearest whole PLN in favor of the Student.
2. If the value of the percentage promotion is a fraction, then the awarded promotion is rounded up to whole PLN amount in favor of the Student.

§13

FINAL PROVISIONS

1. Use of any of the above promotions by a Candidate or a Student is tantamount to their acceptance of the rules set forth in these Regulations. Failure of the Student to comply with the obligations under the terms and conditions of a particular promotion will result in the loss of the granted promotion.
2. If there are any promotions at the DSW University that are not included in these Regulations, separate regulations will apply.
3. Promotions listed in §5 and §6 are granted on the basis of an application submitted by the end of admission procedure at the Admissions and Sales Office. At the time of application, a document certifying the basis for applying the discount (e.g., certificate, diploma of professional qualification, certificate, etc.) must be presented for inspection
4. The Regulations enter into force on the date of their adoption by the Senate of the DSW University of Lower Silesia.