

**Application for a change of the form of financing the studies**

Name: .....

Surname: .....

Field of studies: .....

Level of studies:     first-cycle                       second-cycle                       long-cycle

Faculty: .....

Student ID  
number: .....

Telephone: .....                      E-mail: .....

**PART 1. APPLICATION FOR A CHANGE OF FINANCING**

Due to:

- grant of citizenship of a Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA) – party of the agreement on the European Economic Area Agreement or being a family member of such person and staying on the territory of the Republic of Poland;
- grant of permanent residence permit/European Union long-term resident status;
- grant of temporary residence permit due to circumstances referred to in Art. 159 section 1 or Art. 186 section 1 point 3 or 4 of the Act of 12 December 2013 on foreigners (i.e.: Dz.U. of 2018 item 2094 as amended)
- obtaining a refugee status granted in the Republic of Poland/using a temporary protection or subsidiary protection on the territory of the Republic of Poland;
- obtaining at least C1 level Polish as a foreign language certificate referred to in the Art. 11a section 2 of the Act of 7 October 1999 on Polish language (Dz. U. of 2018 item 931);
- obtaining the Card of the Pole (Karta Polaka)/decision on declaration of Polish origin;
- obtaining a spouse status, Polish citizen in the ascending or descending line, and living on the territory of the Republic of Poland;
- obtaining a temporary residence permit due to the circumstances referred to in the Art. 151 section 1 or Art. 151b section 1 of the Act of 12 December 2013 on foreigners, or staying on the territory of the Republic of Poland due to the short-term researcher’s mobility under the conditions determined in the Art. 156b section 1 of this act or possession of a national visa for the purpose of a scientific research or development,
- obtaining a decision of the head of the Polish National Agency For Academic Exchange (NAWA);
- obtaining a minister’s decision;

I hereby apply for a change of the form of financing of studies starting from the date of receipt of this application by the unit responsible for conducting the studies according to the rights resulting from the possession of the document of which a copy I attach to this application.

.....  
Signature of the applicant

I confirm the receipt of the application: .....  
Date of the receipt and signature of the recipient

I confirm that the document submitted by the applicant *constitutes grounds/does not constitute grounds\** for a change of the form of financing of studies: .....  
Date and signature of the verifier

Acceptance of the Vice-Rector for Educational Affairs: .....  
Signature

**PART 2. APPLICATION FOR A REFUND OF THE WHOLE/PART OF THE FEES<sup>1</sup> FOR EDUCATIONAL SERVICES**

**To be filled by the APPLICANT**

I declare that I *have/have not*\* paid for the educational services therefore, I *apply/do not apply*\* for a refund of the fees. Simultaneously, I declare that I am responsible for the effects of an incorrect declaration regarding fees payment that I have made.

.....  
Signature of the verifier

.....  
Signature of the applicant

**DETAILS FOR A REFUND**  
*important: to be filled by the persons who have paid for the educational services*

1) I accept that the Jagiellonian University refunds the fees to the bank account number from which the fees have been paid and the refund of the paid fees to this bank account number.

.....  
Signature of the applicant

**OR**

2) I declare that the bank account number from which the fees have been paid was *closed/belongs to a financial intermediary*\*, that is why I kindly ask for a refund of the funds to the bank account number below. Simultaneously, I declare that I am fully responsible for the effects of the payment of the funds to the bank account number below and in case of any claims against the Jagiellonian University in Kraków due to the payment to the provided bank account number I hereby undertake to absolve the Jagiellonian University in Kraków from responsibility for the payment and all its consequences (including potential costs of penalty payment, costs of mediation and legal costs).

Data of the bank account holder: .....

Name of the bank: .....

**A. POLISH bank account number**

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**OR**

**B. FOREIGN bank account number**  
*important: part 2.2.B to be filled by the individuals without POLISH bank account number*

SWIFT/BIC: ..... Account currency:  PLN  other: .....

Bank account number in the IBAN format: .....

.....  
Signature of the applicant

**To be filled by the EMPLOYEE of the unit responsible for conducting the studies**

Person SAP FICA number: .....

Amount of the refund: ..... Currency:  PLN  other: .....

.....  
Signature of the employee of the applicant's unit

.....  
Signature of the Dean/Head of the unit

.....  
Signature of the employee of the Department of Finance

.....  
Signature of the Bursar

<sup>1</sup> The full refund of the fees applies to the persons whose applications for a refund were submitted to the unit responsible for conducting the studies until the beginning of education. In case of students whose applications were submitted to the unit after the beginning of education the amount of the refund will be calculated by the unit responsible for conducting the studies proportionally to the classes conducted.

\* delete as not appropriate

