

ORDER No. 89
of the Rector of West Pomeranian University of Technology in Szczecin
of July 1, 2022

on the Rules of payment for the use of the halls of residence of
West Pomeranian University of Technology in Szczecin

Based on Article 23 of the Act of 20 July, 2018 – Law on Higher Education and Science (consolidated text Journal of Laws of 2020, item 574, as amended), it is ordered as follows:

§ 1

Rules of payment for the use of the halls of residence of West Pomeranian University of Technology in Szczecin are hereby introduced.

§ 2

1. Monthly fees for a place in a hall of residence shall apply:

1) from the first day of the winter semester until the last day of the summer semester examination session:

- a) to WPUT students,
- b) to WPUT doctoral students;

2) from October 1 until June 30 of the following year:

- a) to students and doctoral students of other universities,
- b) to children and spouses of persons indicated in sec. 1,
- c) to children and spouses of persons indicated in point a,
- d) to pupils;

3) from the first day of summer holiday until the last day of the given academic year:

- a) to WPUT students in the course of internship, accommodated on the basis of the list of students referred by the department concerned,
- b) to WPUT doctoral students who have received an allocation for the whole academic year.

2. Daily fees for a place in a hall of residence apply during the period of accommodation:

- 1) throughout a year – persons other than those indicated in sec. 1, item 1 and 2;
- 2) from the first day of the winter semester until the last day of the summer semester examination session – persons indicated in sec. 1 item 1, for overnight stays of up to 30 days;
- 3) from October 1 until June 30 — persons indicated in sec. 1 item 2, for overnight stays of up to 30 days;
- 4) from the first day of summer holiday until the last day of the given academic year – persons indicated in sec. 1 item 1, subject to § 3 sec. 1 item b and c.
- 5) from July 1 until September 30 — persons indicated in sec. 1 item 2.

3. The amounts of fees referred to in sec. 1 and 2 are set out respectively in the communications of the Rector.

§3.

1. Daily fee for a place in a hall of residence applies to WPUT students and doctoral students:
 - a) during the academic year — in the case of accommodation or check-out during the accounting month;
 - b) during the autumn session — the payment should be made on the day of accommodation, and in the case of extension – no later than on the last day before the extension begins;
 - c) during the period of mandatory internship – in case of accommodation or check-out during the accounting month. The first fee must be paid no later than the day of accommodation, and subsequent fees must be paid by the 1st day of each month.

2. Daily fee, referred to in sec. 1, is calculated by dividing by 30 the applicable monthly fee for a place in a hall of residence, set out in the relevant Rector's communication.

§ 4

Accommodation services in WPUT halls of residence provided to WPUT students and doctoral students are covered by exemption from value added tax (VAT), unless otherwise provided by VAT regulations.

§ 5

1. Monthly and daily fees for a place in a hall of residence, with the amount specified in the Rector's communications referred to in § 2, sec. 3, apply in the following cases:

1) WPUT student – monthly fee as for a WPUT student:

- a) who is graduating from the first-cycle program — until the last day of the summer examination session and from the beginning of the winter semester until October 31;
- b) who commences the accommodation process for the new academic year up to 5 days before the beginning of the semester;

2) candidate to study at WPUT — up to 5 days before the beginning of the semester — monthly fee as for a student of another university;

3) student participant in the Erasmus Erasmus+Internship program — monthly fee for a person who:

- a) will study in the summer semester, up to 5 days before the beginning of that semester — as for a student of another university,
 - b) completes their education during the summer semester, and declares a desire to stay, if possible, until the end of the summer semester — as for a WPUT student, and the following days — daily fee as for a student of another university,
 - c) commences their education from the winter semester, up to 5 days before the start of the semester — as for a student of another university,
 - d) ends their stay after the end of the winter semester — until the end of this semester – as for a WPUT student, and the following days – as for a student of another university;
- 4) student participant in the IAESTE program, who is doing internship during the academic year – during the internship period and outside the internship period, on the basis of a valid student ID card – a monthly fee as for a student of another university
- 5) student participant in the IAESTE program, who is doing internship during holiday period:
- during internship period – a monthly fee as for a student of another university
 - outside the internship period – daily fee as for a student of another university, on the basis of a valid student ID card;
- 6) foreign national who begins full-cycle education from the summer semester, up to 5 days before the beginning of the semester, in the case of:
- a student – a monthly fee as for a student of another university
 - a candidate to study at WPUT – fees according to the communication on daily fees for other persons.

2. In the event of removal from the list of students/doctoral students and in the case of graduation from the second-cycle program and extension of stay in a hall of residence, until the end of the month the daily fee with VAT applies, while from the 1st day of the following month the daily rate for these persons is specified in the Rector's communication on daily fees for a place in the halls of residence of WPUT.

3. In the event of resignation from a place in a hall of residence by the persons specified in § 2, sec. 1, points 1 and 2 within 30 days from the date of accommodation, the daily fee specified in the Rector's communication applies, and the fee must be paid by the day of check-out.

§ 6.

1. Children under 5 years of age who do not occupy an independent bed are exempt from the fee for accommodation up to 15 days, while over 15 days a monthly fee is charged in accordance with the Rector's communication.
2. The amount of fees for a child over 5 years old occupying an independent bed applies at the rates as for students of other universities, in accordance with the Rector's communication on daily fees for a place in a hall of residence of WPUT.

§ 7.

In exceptional cases, with the approval of the Chancellor, preferential daily fees and monthly fees, or exemption from these fees, apply.

§ 8.

Monthly fees referred to in § 2 sec. 1, assuming the accounting period from the 1st day of the month, shall be paid on the following dates:

- a) by the 20th day of each month – by WPUT students and doctoral students; in the event of accommodation after this date, the fee must be paid by the 20th day of the following month;
- b) by the 5th day of each month – by the persons indicated in § 2 sec. 1 item 2; the first fee should be paid on the day of check-in;
- c) by the 1st day of each month – persons referred to in § 2 sec. 1 item 3; the first fee should be paid on the day of check-in.

§ 9.

1. The daily fees referred to in § 2 sec. 2 should be paid "in advance" for the days declared, no later than on the day of accommodation or the last day before the extension begins.
2. The application of a specific daily fee depends on the number of days paid in "advance." In the event of extending the stay and qualifying for a different price group (depending on the length of stay), the amount of fee changes from the date the extension begins.
3. Persons who are subject to daily fees, declaring accommodation during the academic year for a period longer than a month, pay the fee for a given month "in advance" by the 1st day of each month; however, in the event of:
 - 1) accommodation after the 1st day of the month — on the day of accommodation the fee covering the period up to the 1st day of the month of the next accounting period; the amount of daily fee depends on the number of days paid in advance, in accordance with the Rector's communication;
 - 2) early check-out, before the declared period for which the fee was paid, the administration of the hall of residence will make the appropriate settlement.

§ 10.

1. Residents of a hall of residence are obliged to report the case of resignation from their place in the hall of residence no later than 5 days before the check-out date and to settle all obligations no later than the check-out date.
2. Re-accommodation of a resident to another room/hall of residence for reasons beyond the resident's control is treated as a continuation of accommodation, including fees set out in the Rector's communication.
3. During the check-out process, the resident of the hall of residence is required to pay the full amount due. In case of inability to pay the fee by the date of check-out, the resident in question is obliged to submit an appropriate declaration, the model of which is attached to this Order.

§ 11.

1. Fees for the use of halls of residence shall be paid by bank transfer, in accordance with the provisions of the communication on the rules of payment for the use of halls of residence to the WPUT bank account in the electronic transfer system. The date of payment for a place in a hall of residence shall be the date of receipt of the fee into the WPUT bank account.
2. Statutory interest is charged for delay in payment for a place in a hall of residence.
3. A resident may lose the right to live in a hall of residence in the following cases:
 - 1) a WPUT student or doctoral student and their spouse — delay in payment for two months;
 - 2) a student of another university, a pupil, a participant in postgraduate studies and a student of a post-secondary school — delay in payment for one month.
4. No delay in payment is allowed if a daily fee is applied.

§ 12.

1. As of July 30, 2022, order no. 30 of the Rector of WPUT dated June 29, 2015, on "rules of payment for the use of the halls of residence of the West Pomeranian University of Technology in Szczecin" and the following amendments expire:
 - 1) order no. 71 of the Rector of WPUT dated October 17, 2016
 - 2) order no. 8 of the Rector of WPUT dated February 7, 2018
 - 3) order no. 146 of the Rector of WPUT dated November 25, 2021
 - 4) order no. 34 of the Rector of WPUT dated March 1, 2022.

§ 13.

The Order comes into effect on the date of signature.

WPUT Rector
Jacek Wróbel

Szczecin, on

.....
Name and surname

.....
PESEL no.

.....
Permanent residence address

.....
University name, department, year, faculty

.....
Hall of residence name, room no.

DECLARATION

I, the undersigned, declare that:

— I lived in the period from ... to ... in
(Hall of residence name.)

— my current debt amounts to:

Lp.	Debt	For the period of	Amount in PLN
1	Rent		
2	Statutory interest		
3	Miscellaneous*		
TOTAL			

At the same time, I undertake to pay the aforementioned arrears by the following date
.....

The amount of the outstanding fee for the stay in a hall of residence should be increased by interest in the statutory amount.

I hereby acknowledge that in the event of failure to settle the above mentioned arrears within the specified time limit, the case will be taken to court.

* specify

Signature of the person submitting the declaration

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